

Dexter Little League Est. 2003



2017
Safety and Awareness
Program

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Important Phone Numbers

Emergency	911
Chelsea Community Hospital ER	734-475-3960
St. Joseph Mercy Hospital	734-712-3456
University of Michigan Hospital	734-936-4000
Poison Control Center	800-764-7661

Little League Officers

Melissa Boobyer	President	president@dexterlittleleague.com
Jen Arnold	Vice President	vpresident@dexterlittleleague.com
Greg Sharp	Commissioner of Baseball	baseball@dexterlittleleague.com
Gena Andrews	Commissioner of Softball	softball@dexterlittleleague.com
Jodi Kniestead	Player Agent	playeragent@dexterlittleleague.com
Paula Condron	Treasurer	treasurer@dexterlittleleague.com
Becky Sharp	Secretary	secretary@dexterlittleleague.com
Cathy Bearman	Sponsorship Director	sponsorship@dexterlittleleague.com
Samantha Brandt	Webmaster	webmaster@dexterlittleleague.com
George Michos	Equipment Manager	equipment@dexterlittleleague.com
Charlie Gagne	Chief Umpire	umpires@dexterlittleleague.com
Bryce McAllister	Safety Director	safety@dexterlittleleague.com
Jennifer Taylor	Fundraising Director	fundraising@dexterlittleleague.com
Rich Deleruyelle	Field Director	
Jeff Kirkley	Long Term Projects	
Andrew Babicki	Scheduling Coordinator	
Jill Domazos	Fundraising Assistant	
Michelle Evens	Member at large	

Dexter Little League Safety Mission Statement

The Dexter Baseball Club will be responsible for and committed to the promotion and development of the safest environment for all participants of baseball and softball in the Village of Dexter, MI.

Organization

The Safety Officer shall be a Board position and have the following responsibilities as stated in the Dexter Little League Constitution, Article VII, Section 7:

Safety Officer: The Safety Officer shall

- 1) Be responsible to create awareness, through education and information of the opportunities to provide a safer environment for youngsters and all participants of Little League Baseball.
- 2) Develop and implement a plan for increasing safety of activities, equipment, and facilities through education, compliance and reporting.

Note: In order to implement a safety plan using education, compliance, and reporting, the following suggestions may be utilized by the Safety Officer:

- i) Education/Training - Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians, and other volunteers.
 - ii) Compliance - Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
 - iii) Reporting - Define a process to assure that incidents are recorded, information is sent to league/district and national offices, and follow-up information on medical and other data is forwarded as available.
- 3) All staff associated with the Dexter Little League shall maintain and educate themselves as to the content of this Safety and Awareness Program.
 - 4) Each registered team of the Dexter Little League shall appoint a safety representative who shall have the responsibility of maintaining a copy of this Safety Program and disseminating the contents to their team.
 - 5) All managers, coaches, board members, volunteers, or hired workers who provide regular services to the league and/or have repetitive access to or contact with players or teams, shall be required to complete the Little League Volunteer Application. By signing this form, complete with valid driver's license number, the applicant agrees to give permission to the Little League organization to conduct a background check on the individual including a review of sex offender registries, child abuse, and criminal history records.

- i) The League President will retain these confidential records for one year of service.
- ii) Anyone refusing to complete an application is ineligible to be a league member.
- iii) An appointed position is conditional on the league receiving no inappropriate information on the individuals' background.
- iv) An appointed individual is subject to suspension by the president and removal by the board of Directors for violation of Little League policies or principles prior to the expiration of the term.

Activities

Education/Training

- 1) Each coach shall attend a mandatory coach's clinic where they shall be instructed in teaching of the proper fundamentals to their players. Documentation of attendance will be required and kept on file for the season. **The 2017 Coaches Clinic will be held in March 2017.**
- 2) Each coach must have valid CPR/AED/First Aid certification from an accredited agency. A copy of the valid certification must be provided to the Safety Officer **no later than April 17th, 2017**. Coaches requiring certification or re-certification are either attending the League Session by the local CPR Dummies on the Run in **April 2017** or will be trained by the Safety Director.
- 3) Each coach shall receive a printed copy of the Safety and Awareness program.
- 4) The Player Agent must notify the coach and the Safety Officer of any player who has the potential for life threatening medical conditions as stated in the Medical Release form such as:
 - i) Anaphylactic reactions to bees, wasp, or hornet stings
 - ii) Diabetes
 - iii) Asthma
 - iv) Epilepsy
- 5) All coaches and umpires shall receive training and information on the threats of lightening, threatening weather, and darkness, and when is the proper time to call or postpone a game in the interest of safety of all participants. **The Umpires clinic to be held in April at Dexter High School.**
- 6) The Concession stands will be operated under safe and sanitary conditions:

Concessions Guidelines

- I. Most foods served will be pre-packaged and will not require cooking or cold storage.
 - II. Hotdogs (fully cooked) will be stored at 41 degrees or below on ice or in a refrigerator before cooking.
 - III. No foods will be reheated.
 - IV. Food handlers will wear gloves at all times when handling or serving open foods. Frequent and thorough hand washing will take place with antibacterial gel.
 - V. Only healthy volunteers will be allowed to serve food in clean clothing with hair restrained. Volunteers will be at least 14 years old and trained to serve open food properly.
 - VI. There will be no contact of food with bare hands.
 - VII. Only disposable plates and napkins will be used. Utensils for cooking will be washed thoroughly before use.
 - VIII. Ice will be used only for cooling can/bottle drinks. Not for serving in cups.
 - IX. No foods will be placed on surfaces that can be left for contamination or to attract insects. All food prep areas will be wiped with a clean cloth and antibacterial solution.
 - X. Open foods will be covered to protect from insects. There will be no pesticides near food. Garbage containers will be covered by tight lids.
 - XI. Foods will be stored at least 6 inches off of the ground. After each event, the concession area will be cleaned and unusable food will be discarded.
- 7) All coaches shall be familiar with the Safety Code for Little League, found on the final page of the Official Regulations and Playing Rules Manual.
 - 8) All parents will be given an orientation as to the proper code of conduct at games and practices. See Appendixes on Pages 10, 11, 12, 13 and 14.

Compliance

- 1) All players shall be required to complete a medical release form upon registration.
- 2) Coaches will be responsible for completing an incident/injury tracking report after an injury/incident or near miss involving one of their players and submitting copies to the Safety Officer and Player Agent within 48 hours.
- 3) All parents will be required to sign a Youth Sports Parent Code of Conduct.
- 4) All coaches will be equipped with a First Aid Kit and have access to a cellular phone during all practices and games.
- 5) All coaches and umpires will enforce the requirement for catcher's gear and batting helmets during practice and warm-ups.
- 6) As stated in Little League rule 1.08.
 - i. Note 1: The on-deck position is not permitted in Tee Ball, Minor League or Little League (Majors) Division,

- ii. Note 2: Only the first batter of each half-inning will be permitted outside the dugout between half-innings in Tee ball, Minor League or Little League (Majors) Division.
- 7) Coaches will enforce the wearing of protective cups for all players. The use of mouth guards and face shields on batting helmets may also be encouraged.
- 8) Coaches are not allowed to catch pitchers (Rule 3.09).
- 9) Every field must have a volunteer designated as the responsible adult. They are introduced to the coaches at the start of the game as the person who will decide if the game is getting out of hand and needs to be called for any reason. The responsible adult must have a volunteer form on record.

Reporting

- 1) All participants in the Dexter Little League are encouraged to offer suggestions to improvements in safety policy to the coaches, concessions, Safety Officer, and the Board of Directors. This can be done by e-mail, phone, or the suggestion box located at the concession stand.

Equipment and Facilities

Equipment

- 1) Coaches will be responsible for regular inspection of all equipment including, but not limited to: batting helmets, catcher's gear, bats, balls, and equipment bags. Any equipment deemed unsafe must be returned to the Commissioner for contracted refurbishment or destruction.
- 2) Umpires will be responsible for assuring that catcher's gear is properly worn and that bats and balls are legal under the rules of the league.
- 3) Shoes with metal spikes or cleats are not permitted.
- 4) As Little League Rule 1.11(j) states:
Players must not wear watches, rings, pins, jewelry or other metallic items. (Exception: jewelry that alerts medical personnel to a specific condition is permissible).
- 5) As stated in Little League Rule 1.17:
All male players must wear athletic supporters. Male catchers must wear the metal, fiber or plastic cup, and a long, model chest protector. Female catchers must wear long or short model chest protectors. Junior/Senior/Big League catchers must wear approved long or short model chest protectors. All catchers must wear chest protectors with neck, collar, throat guards and catcher's helmet. All of which must meet Little League specifications and standards. Catcher's helmet must meet NOCSAE specifications and standards. All catchers must wear a mask, "dangling" type throat protector and catcher's helmet during infield/outfield practice, pitcher warm-up and games. Note: Skullcaps are not permitted.

Further rules on equipment and uniforms may be referenced in the Official Regulations and Playing Rules for all Divisions of Little League Baseball, Sections 1.09 - 1.17.

Facilities

- 1) A covered structure is in place for fields 16, 17, 18, 19 and concession/spectator area and is maintained for maximum effect. Adults only are to retrieve balls.
- 2) Concession workers must post and adhere to the written safety procedures for concessions
- 3) All coaches and umpires will be trained in the proper installation and use of the break away base system.
- 4) The coaches and the umpires will be responsible for inspecting the field before games. Coaches will be responsible for inspecting the field before practices. Things to look for will be, but not limited to:
 - i. Properly positioned and secured bases.
 - ii. Large rocks or dirt clumps on the field.
 - iii. Properly positioned pitching rubber.
 - iv. Standing water on the field or sink holes.
 - v. Exposed sprinkler heads or drainage grates.
 - vi. Litter, broken glass, or other unsightly and unsafe material.
 - vii. Splintered benches or bleachers.
 - viii. Protruding wire on fencing.
 - ix. Stinging insects.

First Aid/Emergency

- 1) Large First Aid Kits containing first aid instructions and ice packs will be located at the main concession stand for the Millcreek fields and in the storage sheds at the Creekside and Steffey fields.
- 2) An AED will be located in the storage shed at the each field location - Millcreek, Creekside and Steffey. Each coach will be issued a security code to obtain access to AEDs. This key/code is to be kept with the team supplies at all times.
- 3) Each coach will be issued a First Aid Kit containing gloves, cleaning supplies, bandages and cold packs. These kits are to be kept with the team at all times. If re-supplies are required coaches should contact the Safety Officer.
- 4) Cell phones are available at each field for communication of injury or weather concerns to main fields.

Weather/Field Condition Policy

The coaches are responsible to pay attention to the weather during the day of the game. Standing water on the field, sinkholes, tornado warning, or eminent thunder and lightening are causes for cancellation.

Background

The following processes and policies are to be followed to determine game cancellation(s) due to inclement weather, to ensure appropriate communication to everyone impacted by the cancellation, and to ensure the safety of all participants.

Definitions

- Washout – this is a game cancellation due to weather or other circumstance that is determined at least 2 hours before the start of a game, which should allow DLL to reach all personnel involved in preparing the fields for use that day.
- Pre- Game Rain-out – this is a game cancellation due to weather or other circumstance that is determined 1.5 to 2 hours before the start of the game(s) that day.
- Rain-out – this is a game cancellation due to weather or other circumstance that is determined between 1.5 hours before the start of the game and prior to the conclusion of the game.

Rain-out Committee - DLL Board Members Involved in Making Determination

- Commissioner
- Field Maintenance and Improvement
- VP of Operations

Notification in the Event of a Washout or Pre-Game Rain-out

- Primary Participants: All DLL Board Members, all DLL Coaches, Field Maintenance Personnel
- Secondary Participants: All DLL Board Members and all DLL Regular Members (parents)

Notification Method

- Primary Participants are required to provide their cell phone number to DLL Communications Director, and will receive notification via both text message and email.

- Secondary Participations will receive notification via they email that they provided to DLL.
- A committee member will initiate the texts and emails via mass notification systems.

Process

1. Each Rain-out committee member will be available for cell phone discussion or will have notified the other committee members of a substitute for that day (must be a DLL board member). At least one committee member will be able to get to field at least 2 hours before game time.
2. Determination of Washout, Pre-Game Rain-out, or Rain-out is made by the committee via a vote. Majority rules.
3. Each committee member (or substitute) will monitor weather periodically over course of the day.
4. Prior to 2 hours before game time, a Washout can be determined recommended by any of the committee members. If recommended, the committee will communicate with each other and vote. If a Washout is approved, then go to step #7.
5. Between 1.5 and 2 hours (ideally, relevant discussions will begin no later than 1.75 hours before the game start time), if inclement weather exists or is imminent, the committee will communicate and determine if a Pre-Game Rain-out determination is to be made. This determination will be made by and notification will begin by 4:30pm. If Pre-Game Rain-out is approved, then go to step #7.
6. If inclement weather exists or is imminent from 1.5 hour before game start time to the time game completion, the committee will communicate and determine if Rain-out determination is to be made. If the Rain-out is approved, then go to step #7.
7. Once games have been cancelled, all Primary Participants will be notified via text message to their cell and via email address provided to DLL. All Secondary Participants will be notified via email address provided to DLL.
8. If game has been cancelled while in progress, coaches will remain until all participants have left the field. Note that if game is cancelled between 1 and 1.5 hours before the start of the game, there is a good chance that no coaches will be at the three field locations (Creekside, Mill Creek, and Steffey). If this is the circumstance, the committee members (or their substitute) should swing by each site to make sure that all folks at the field locations (if any) are aware of the cancellation.

Special Procedures in the Event of Lightning

STORM DELAY: DLL Safety policy is that **any storms sighted** that could cause danger to the players, coaches, umpires and spectators shall **delay the game for 20 minutes from each new sighting**. The sighting of thunder or distant storms does not necessarily mean that play needs to be halted.

LIGHTNING DELAY: DLL Safety policy is that **any sighting of lightning shall delay the game for 20 minutes from each new sighting**. A “sighting of lightning” shall mean lightning seen by anyone including umpires, coaches, players, spectators, etc.

Calling Games due to Darkness: Umpires may use their judgment to calling games due to darkness from weather or nightfall.

Please download the Weatherbug App on your iPhone or Android device, it is sponsored by Little League.

Reporting

- 1) An annual Little League Facility Survey will be completed prior to March 01, 2016 and submitted to the District Office and kept on file with the Dexter Little League. This survey will be a guideline for necessary and future facilities improvement.
- 2) Field inspection problems that cannot be immediately rectified and do not pose an immediate safety threat will be directed to the Commissioner.

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Parent and Fan Code of Conduct

Expected behavior from spectators:

1. Absolutely no tobacco, alcohol or illegal drug use at the Dexter Little League Fields.
2. No dogs or other pets at the fields.
3. Support all athletes and coaches equally.
4. Obscene or demeaning language is not acceptable at any time.
5. Arguing with umpires, game officials, coaches, players and (or) other fans is not acceptable at any time.
6. Return all foul balls to an umpire or game official.
7. Remove all trash from spectator areas after each game.
8. Remain in designated spectator areas. Do not go out onto the field or into the dugouts.
9. Leave all coaching decisions and instructions to the coaches.
10. Maintain an even temperament regardless of the score or the situation on the field.
11. Have fun and enjoy watching Dexter Baseball or Softball.

If you chose not to respect the rules, you can expect the following:

1. Verbal warning.
2. Ejection from the game and (or) fields for 1 or multiple games.

Player Code of Conduct

Expected behavior from baseball and softball players:

1. Absolutely no tobacco, alcohol, or illegal drug use at the Dexter Little League Fields.
2. Support your teammates and opponents at all times.
3. Obscene or demeaning language is not acceptable at any time.
4. Arguing with umpires, game officials or opposing players or fans is not accepted.
5. Never attempt to physically or verbally harm your opponents.
6. Remove all trash from dugout and spectator areas after each game.
7. Play within the rules of the game. Display a positive attitude at all times.
8. Play hard at games regardless of the score.
9. Hustle in between innings.
10. Have fun and enjoy playing Dexter Baseball or Softball.

If you chose not to respect the rules, you can expect the following:

1. Verbal warning.
2. Ejection from the game and (or) fields for 1 or multiple games.

Coach Code of Conduct

Expected behavior from coaches, scorekeepers and other adults on the field:

1. Absolutely no tobacco, alcohol or illegal drug use at the Dexter Little League Fields.
2. Place the development of the player (mentally and physically) above winning.
3. Obscene or demeaning language is not acceptable at any time.
4. Arguing with umpires is not acceptable behavior. Treat umpires with respect and professional courtesy.
5. Address inappropriate parent and fan behavior in a calm and subtle manner.
6. Remove all trash from dugout and spectator areas after each game.
7. Promote good sportsmanship by honoring the rules of the game and displaying a positive attitude.
8. Arguing with opposing coaches, players or supporters is not accepted.
9. Encourage hustle from your players. Each team should spend no more than 2 minutes in between innings.
10. Have fun and enjoy coaching Dexter Baseball or Softball.

If you chose not to respect the rules, you can expect the following:

1. Verbal warning.
2. Ejection from the game and (or) fields for 1 or multiple games.

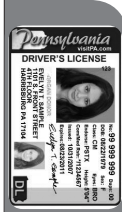
Umpire and Game Official Code of Conduct

Expected behavior from umpires and game officials:

1. Absolutely no tobacco, alcohol or illegal drug use at the Dexter Little League Fields.
2. Place the development of the player (mentally and physically) above all other concerns.
3. Obscene or demeaning language is not acceptable at any time.
4. Be fair and unbiased regardless of the score.
5. Arguing with coaches or fans is not acceptable behavior. Be firm but respectful in making all calls. Treat coaches with respect and professional courtesy.
6. Remember that you are there as a teacher. It is your role to teach players and coaches to respect the rules of the game.
7. Take control of the situation on the field. Address inappropriate parent, coach and fan behavior in a calm and subtle manner. Do not hesitate to stop a game and seek assistance from the Head Umpire or other Dexter LL officials.
8. Promote good sportsmanship by honoring the rules of the game and displaying a positive attitude.
9. Have fun and enjoy officiating Dexter Baseball or Softball.

If you chose not to respect the rules, you can expect the following:

3. A verbal warning from the Head Umpire.
4. Removal from the game and (or) the umpire rotation for 1 or multiple games.



Little League Volunteer Application - 2016
Do not use forms from past years. Use extra paper to complete if additional space is required.

A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.

Name _____ Date _____
 Address _____
 City _____ State _____ Zip _____
Social Security # (mandatory with First Advantage or upon request) _____
 Cell Phone _____ Business Phone _____
 Home Phone: _____ E-mail Address: _____
 Date of Birth _____
 Occupation _____
 Employer _____
 Address _____
 Special professional training, skills, hobbies: _____
 Community affiliations (Clubs, Service Organizations, etc.): _____
 Previous volunteer experience (including baseball/softball and Year): _____
 Do you have children in the program? Yes No If yes, list full name and what level? _____
 Special Certification (CPR, Medical, etc.): _____
 Do you have a valid driver's license: Yes No State _____
 Driver's License#: _____ State _____
 Have you ever been convicted of or plead guilty to any crime(s) involving or against a minor? Yes No
 If yes, describe each in full: _____
 Are there any criminal charges pending against you regarding any crime(s) involving or against a minor? Yes No If yes, describe each in full: _____
 Have you ever been refused participation in any other youth programs? Yes No If yes, explain: _____
 In which of the following would you like to participate? (Check one or more.)
 League Official Coach Umpire Field Maintenance
 Manager Scorekeeper Concession Stand Other

Please list three references, at least one of which has knowledge of your participation as a volunteer in a youth program:

Name/Phone _____

IF YOU LIVE IN A STATE THAT REQUIRES A SEPARATE BACKGROUND CHECK BY LAW, PLEASE ATTACH A COPY OF THAT STATE'S BACKGROUND CHECK. FOR MORE INFORMATION ON STATE LAWS, VISIT OUR WEBSITE: <http://www.littleleague.org/learn/programs/childprotection/state-laws-bg-checks.htm>

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background check(s) on me now and as long as I continue to be active with the organization, which may include a review of sex offender registries (some of which contain name only searches which may result in a report being generated that may or may not be me), child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the local Little League, Little League Baseball, Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, Little League is not obligated to appoint me to a volunteer position. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the President and removal by the Board of Directors for violation of Little League policies or principles.

Applicant Signature _____ Date _____
 If Minor/Parent Signature _____ Date _____

Applicant Name (please print or type) _____

NOTE: The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.

LOCAL LEAGUE USE ONLY:

Background check completed by league officer _____ on _____
 System(s) used for background check (minimum of one must be checked):
 Sex Offender Registry Criminal History Records *First Advantage

*Please be advised that if you use First Advantage and there is a name match in the few states where only name match searches can be performed you should notify volunteers that they will receive a letter directly from LexisNexis in compliance with the Fair Credit Reporting Act containing information regarding all the criminal records associated with the name, which may not necessarily be the league volunteer.

Only attach to this application copies of background check reports that reveal convictions of this application.



Little League® Baseball and Softball M E D I C A L R E L E A S E



NOTE: To be carried by any Regular Season or Tournament
Team Manager together with team roster or International Tournament affidavit.

Player: _____ Date of Birth: _____ Gender (M/F): _____

Parent (s)/Guardian Name: _____ Relationship: _____

Parent (s)/Guardian Name: _____ Relationship: _____

Player's Address: _____ City: _____ State/Country: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Mobile Phone: _____

PARENT OR LEGAL GUARDIAN AUTHORIZATION: _____ Email: _____

In case of emergency, if family physician cannot be reached, I hereby authorize my child to be treated by Certified
Emergency Personnel. (i.e. EMT, First Responder, E.R. Physician)

Family Physician: _____ Phone: _____

Address: _____ City: _____ State/Country: _____

Hospital Preference: _____

Parent Insurance Co: _____ Policy No.: _____ Group ID#: _____

League Insurance Co: _____ Policy No.: _____ League/Group ID#: _____

If parent(s)/legal guardian cannot be reached in case of emergency, contact:

Name	Phone	Relationship to Player
------	-------	------------------------

Name	Phone	Relationship to Player
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Please list any allergies/medical problems, including those requiring maintenance medication. (i.e. Diabetic, Asthma, Seizure Disorder)

Medical Diagnosis	Medication	Dosage	Frequency of Dosage

Date of last Tetanus Toxoid Booster: _____

The purpose of the above listed information is to ensure that medical personnel have details of any medical problem which may interfere with or alter treatment.

Mr./Mrs./Ms. _____
Authorized Parent/Guardian Signature
Date: _____

FOR LEAGUE USE ONLY:

League Name: _____ League ID: _____

Division: _____ Team: _____ Date: _____

WARNING: PROTECTIVE EQUIPMENT CANNOT PREVENT ALL INJURIES A PLAYER MIGHT RECEIVE WHILE PARTICIPATING IN BASEBALL/SOFTBALL.
 Little League does not limit participation in its activities on the basis of disability, race, color, creed, national origin, gender, sexual preference or religious preference.

For Local League Use Only

Activities/Reporting

**A Safety Awareness Program's
Incident/Injury Tracking Report**

League Name: _____ League ID: ____ - ____ - ____ Incident Date: _____

Field Name/Location: _____ Incident Time: _____

Injured Person's Name: _____ Date of Birth: _____

Address: _____ Age: _____ Sex: Male Female

City: _____ State _____ ZIP: _____ Home Phone: () _____

Parent's Name (If Player): _____ Work Phone: () _____

Parents' Address (If Different): _____ City _____

Incident occurred while participating in:

- A.) Baseball Softball Challenger TAD
- B.) Challenger T-Ball Minor Major Intermediate (50/70)
 Junior Senior Big League
- C.) Tryout Practice Game Tournament Special Event
 Travel to Travel from Other (Describe): _____

Position/Role of person(s) involved in incident:

- D.) Batter Baserunner Pitcher Catcher First Base Second
 Third Short Stop Left Field Center Field Right Field Dugout
 Umpire Coach/Manager Spectator Volunteer Other: _____

Type of injury: _____

Was first aid required? Yes No If yes, what: _____

Was professional medical treatment required? Yes No If yes, what: _____
(If yes, the player must present a non-restrictive medical release prior to being allowed in a game or practice.)

Type of incident and location:

- A.) On Primary Playing Field
 Base Path: Running *or* Sliding
 Hit by Ball: Pitched *or* Thrown *or* Batted
 Collision with: Player *or* Structure
 Grounds Defect
 Other: _____
- B.) Adjacent to Playing Field
 Seating Area
 Parking Area
C.) Concession Area
 Volunteer Worker
 Customer/Bystander
- D.) Off Ball Field
 Travel:
 Car *or* Bike *or*
 Walking
 League Activity
 Other: _____

Please give a short description of incident: _____

Could this accident have been avoided? How: _____

This form is for local Little League use only (should not be sent to Little League International). This document should be used to evaluate potential safety hazards, unsafe practices and/or to contribute positive ideas in order to improve league safety. When an accident occurs, obtain as much information as possible. For all Accident claims or injuries that could become claims to any eligible participant under the Accident Insurance policy, please complete the Accident Notification Claim form available at http://www.littleleague.org/Assets/forms_pubs/asap/AccidentClaimForm.pdf and send to Little League International. For all other claims to non-eligible participants under the Accident policy or claims that may result in litigation, please fill out the General Liability Claim form available here: http://www.littleleague.org/Assets/forms_pubs/asap/GLClaimForm.pdf.

Prepared By/Position: _____ Phone Number: (____) _____

Signature: _____ Date: _____

Concessions Guidelines

1. Most foods served will be pre-packaged and will not require cooking or cold storage.
2. Hotdogs (fully cooked) will be stored in the refrigerator before cooking.
3. No foods will be reheated.
4. Food handlers will wear gloves at all times when handling or serving open foods. Frequent and thorough hand washing will take place with antibacterial gel.
5. Only healthy volunteers will be allowed to serve food in clean clothing with hair restrained. Volunteers will be at least 14 years old and trained to serve open food properly.
6. There will be no contact of food with bare hands.
7. Only disposable plates and napkins will be used. Utensils for cooking will be washed thoroughly before use.
8. Ice will be used only for cooling can/bottle drinks. Not for serving in cups.
9. No foods will be place on surfaces that can be left for contamination or to attract insects. All food prep areas will be wiped with a clean cloth and bleach and bleach solution.
10. Open foods will be covered to protect from insects. There will be no pesticides near food. Garbage containers will be covered by tight lids.
11. Foods will be stored at least 6 inches off of the ground. After each event, the concession area will be cleaned and unusable food will be discarded.