



2018 A S A P

A SAFETY AWARENESS PLAN

Greater Holiday Little League

Holiday, Florida

League ID # 0309-12-20

Qualified Safety Plan

This document serves as the official Safety Plan for Greater Holiday Little League. It serves to outline the Leagues standards and practices concerning safety

1. Greater Holiday Little League 2018 Safety Office

Registered on file with Little League Headquarters, Natalie Bell.

2. Safety Manual

Greater Holiday Little League will distribute a paper/electronic copy of this ASAP Safety Plan to all Board Members, Managers, Head Coach and the District 12 Administrator. A copy will be posted in the Concession Stand and will be made available to any GHLL member upon request.

3. Emergency and Contact Phone Numbers:

GHLL Address: 2830 Gulf Trace Blvd, Holiday, Florida 34691

Emergency Phone Numbers

Police – Emergency	911
Fire/Ambulance – Emergency	911
Pasco County Sheriff – non emergency	727-844-7711
Medical Center of Trinity	727-834-4000
Morton North Bay Hospital	727-842-8468
Florida Hospital North Pinellas	727-942-5000
Mease Countryside Hospital	727-725-6111

Little League Phone Numbers

Greater Holiday Little League	727-937-7547
District 12	727-785-3766
Little League Int'l Southern Region	727-344-2661
Williamsport Insurance Claim Office	570-327-1674

GHLL Board of Directors 2018

Manny Correa	League President	727-534-6561	mannycorrea.ghll@gmail.com
Sarah Scevola	League Secretary	727-741-0088	sarahscevola.ghll@gmail.com
Kristy Koenig	League Treasurer	920-207-1130	kristykoenig.ghll@gmail.com
Natalie Bell	League Safety Officer	727-244-2995	nataliebell.ghll@gmail.com
Bridget Atkins	League Baseball Vice President	724-460-4512	bridgetatkins.ghll@gmail.com
Lon Atkins	League Equipment Officer	727-515-4094	lonatkins.ghll@gmail.com
Scott Bell	League Coaching Coordinator	727-432-2146	scottbell.ghll@gmail.com
Ryan Dulski	League Other Officer	727-480-6084	ryandulski.ghll@gmail.com
Joseph Hindman	League Player Agent	386-871-0682	joehindman.ghll@gmail.com
Helio Gomez	League Other Officer	858-213-4049	heliogomez.ghll@gmail.com
Veda Jared	League Other Officer	727-247-3009	vedajared.ghll@gmail.com
Brandi Martin	League Other Officer	727-359-9805	brandimartin.ghll@gmail.com
Stephanie Miller	League Other Officer	727-992-9425	stephaniemiller.ghll@gmail.com
Ryan Pieszak	League Information Officer	716-218-8409	ryanpieszak.ghll@gmail.com
Marc Reinhart	League Umpire-in-Chief		marcreinhart.ghll@gmail.com
Vincent Scevola	League Sponsorship/Fundraising Manager	727-410-1392	vincentscevola.ghll@gmail.com
Mayra Sierra	League Concession Manager	727-600-2406	mayrasierra.ghll@gmail.com

Websites

Greater Holiday Little League	http://www.holidaybaseball.com
District 12	http://www.eteamz.com/District12Florida
Southern Region	http://www.eteamz.active.com/llsouth
Little League International	http://www.littleleague.org

4. Volunteer Forms

Little League programs nationwide are required to annually conduct a background check on Managers, Coaches, members of the Board of Directors, Team Moms and any volunteer providing services for Greater Holiday Little League. GHLL will use the Little League International Volunteer Application form in order to gather information on all volunteers to run background checks. Volunteers are also required to register on <http://www.holidaybaseball.com> through Blue Sombrero as approved by Little League International.

Completed Volunteer forms will be provided to the League Safety Officer to perform background checks using the approved online background solution provided by Little League International.

5. Fundamentals Training

Each teams Manager and at least one Assistant Coach will be required to attend a Fundamentals Training class a minimum of once every 3 years. Fundamentals Training will be conducted at Greater Holiday Little League unless otherwise specified. Fundamentals Training class was held at J. Ben Harrell Recreation Center on 01/27/18.

6. First Aid Training

Each team's Manager and at least one Assistant Coach will be required to attend a First Aid training a minimum of once every 3 years. First Aid Training will be conducted at the J. Ben Harrell Recreation Center unless otherwise specified. First Aid Training is scheduled at GHLL fields for 02/12/18.

Also, all coaches and managers are required to complete online concussion training each year. A certificate of completion must be turned in prior to the start of the season.

7. Field Inspection

Coaches and Umpires will be required to walk / inspect the fields prior to practices and games. Concerns with the fields or equipment will be reported to the Board of Directors who will work with the owner of the fields and or equipment officer on repairs.

8. Facility Survey

Greater Holiday Little League has completed and updated our 2018 Facility Survey and is enclosed.

9. Concession Stand Safety

GHLL Concession Safety Procedure will be posted in plain view in the Concession Stand. The Concession Manager and Safety Officer will ensure all procedures are being followed and maintained. See procedure enclosed.

10. Equipment

The League Safety Officer, in conjunction with the Equipment Manager, will inspect all equipment prior to each season opening. Managers, Coaches and Umpires will inspect all equipment prior to each game. Any unsafe or damaged equipment will be given to the Equipment Manager for repair / replacement.

11. Implement Prompt Accident Reporting

GHLL will use Little League International Incident / Injury Tracking Report Form (see website) to report/record any injuries that occur at the facility. Completed forms are to be turned in to the Concession Stand for the Safety Officer within 24-48 hours of the incident / injury. See procedure enclosed.

12. First Aid Kits / AED

The GHLL first aid kit and AED is located in the concession stand. The Safety Officer will inspect and maintain the League's first aid kits / AED and re-supply as needed.

Each traveling team (Sr, Jr, and Intermediate) will be issued a First Aid Kit and is required to have it at every practice and game.

13. Little League International Rules

GHLL will require ALL TEAMS to adhere to and enforce all Little League Int'l Green Book Rules as well as local District and League rules. See also, GHLL Code of Conduct and Safety Code enclosed.

14. Qualified Safety Plan Registration

The Qualified Safety Plan Registration form will be completed each Spring season by the League Safety Officer.

15. Little League Baseball & Softball National Facility Survey

The Little League Baseball & Softball National Facility Survey will be completed each spring season by the League Safety Officer.

16. League Player Registration Data or Player Roster Data and Coach / Manager Data

League Player Registration Data or Player Roster Data and Coach / Manager Data is required to be submitted via the Little League Data Center at www.LittleLeague.org. This is a mandatory requirement for an approved ASAP plan. This information is maintained and submitted by the GHLL Player Agent.

**Greater Holiday Little League
Code of Conduct**

All Players, Spectators, Parents, Managers, Coaches, Volunteers and Umpires

SHALL:

- Respect all Greater Holiday Little League rules, regulations, policies and procedures.
- Respect all individuals.
- Respect all calls made by the Umpires.
- Respect all Managers and Coaches regarding game play.
- Observe all posted signs & safety regulations and policies including the League's Safety Plan.
- Demonstrate and promote sportsmanship and fair play.
- Make a commitment to participate and attend games and practices.

SHALL NOT:

- At any time, lay a hand upon, push, shove, strike, or maneuver to throw or threaten any individual.
- Be guilty of heaping personal verbal or physical abuse upon any official for any real or imaginary belief of wrong decision or judgment.
- Be guilty of objectionable demonstration of dissent at an official's decision by throwing of gloves, helmets, hats, bats, balls, or any other forceful unsportsmanlike action.
- Be guilty of using unnecessarily rough tactics in the play of a game and/or against the body of an opposing player.
- Be guilty of a physical attack upon any Board Member, Official Manager, Coach, Player or Spectator.
- Be guilty of the use of profane, obscene or vulgar language in any manner at any time.
- Appear on the field of play, stands, or anywhere on the GHLL Complex while in an intoxicated state at any time. Intoxication will be defined as an odor or behavior issue.
- Be guilty of gambling upon any play or outcome of any game with anyone at any time.
- Smoke while in the stand or on the playing field or in the dugout at any time. Smoking will only be permitted at the designated area, which is past the GHLL welcome sign by the parking lot.
- Be guilty of discussing publicly with spectators in a derogatory or abusive manner any play, decision or personal opinion on any players during the game.
- As a Manager or Coach, be guilty of mingling with or fraternizing with spectators during the course of the game.
- Speak disrespectfully to any Manager, Coach, Official or Representative of the League.
- Be guilty of tampering or manipulation of any league rosters, schedules, draft positions or selections, official scorebooks, rankings, financial records or procedures.
- Shall challenge an umpire's authority. The umpires shall have the authority and discretion during a game to penalize the offender according to the infraction up to and including the removal from the game.

Greater Holiday Little League

Safety Code

- Responsibility for safety procedures belong to every adult member of Greater Holiday Little League.
- Each Player, Manager, designated Coach, Umpire, shall use proper reasoning and care to prevent injury to himself, herself and to others.
- Only League approved Managers, and/or Coaches are allowed to practice teams.
- Only League approved Managers, and/or Coaches will supervise batting cages.
- Arrangement should be made in advance of all games and practices for emergency medical services.
- Managers, designated Coaches and Umpires will have mandatory training in First Aid.
- First Aid kits are issued to each Team Manager of a traveling team during the preseason and additional kits will be located at the Concession Stand.
- No game(s) or practice(s) will be held when weather or field conditions are poor or when lighting is inadequate.
- Play areas will be inspected before games and practices for holes, damage, stones, glass and other foreign objects.
- Team equipment should be stored within the team dugout or behind screens and not within the area defined by the Umpires as "in play".
- Only Players, Managers, Coaches, and Umpires are permitted on the playing field or in the dugout during games and practice sessions.
- Responsibility for keeping bats and loose equipment of the field of play should be that of a Player assigned for this purpose or the Team's Manager and designated Coaches.
- Foul balls batted out of the playing area will be returned to the concession stand and/or returned to the Umpire in charge of the game in between innings.
- During practices and games, all Players should be alert and watching the batter on each pitch.
- During warm up drills, Players should be spaced so that nobody is endangered by wild throws or missed catches.
- All pre-game warm ups should be performed within the confines of the playing field and not within areas that are frequented by and thus endangering spectators. (ie. playing catch, pepper, swinging bats, etc.)
- Equipment shall be inspected regularly for the condition of the equipment as well as for proper fit.
- Batters must wear Little League approved protective helmets that bear the NOCSAE seal during batting practices and games. Minor Division batters must wear face cage mounted to the batter's helmet.
- Except when a runner is returning to a base, head first slides are not permitted.
- During sliding practice, bases should not be strapped down or anchored.
- At no time should "horseplay" be permitted on the playing field.
- Parents of Players who wear glasses should be encouraged to provide "safety glasses" for their children.
- On-deck batter is not permitted in Majors, AAA's, AA's, A's, and Tee-ball Divisions.
- Managers will only use the Official Little League balls supplied by GHLL.
- Once a ball has become discolored it will be discarded.

- All male Players will wear athletic supporters or cups during games and practices. Male catchers must wear the metal, fiber or plastic type cup and long model chest protector, short is optional for Junior and above.
- Female catchers must wear long model chest protectors.
- All catchers must wear chest protectors with neck collar, throat guard, shin guards and catcher's helmet, all of which meet Little League specifications and standards.
- All catchers must wear a mask, dangling type throat protector and catcher's helmet during practice, pitcher warm-ups and games. Note: Skullcaps are NOT permitted.
- Shoes with metal spikes or cleats are NOT permitted below Junior level. Shoes with molded cleats are permissible.
- Catchers must wear a catcher's mitt (not a first baseman or fielder's glove) of any shape, size or weight consistent with protecting the hand.
- Managers will never leave an unattended child at a practice or game.
- No children under the age of 14 are permitted in the Concession Stand.
- Make arrangement to have a cellular phone available when a game or practice is at a facility that does not have public phones.
- Speed limit is 5 miles per hour in roadways and parking areas.
- No alcohol or drugs allowed on the premises at any time.
- No medication will be taken at the facility unless administered directly by the child's Parent. This includes Ibuprofen and Acetaminophen.
- No playing in the parking lots at any time.
- No playing in construction areas, this includes sand bins.
- No playing on and around field equipment or machinery.
- No smoking allowed near any field, only in designated area.
- No swinging of bats or throwing baseballs within the walkways and common areas of the complex.
- No throwing rocks or dirt.
- No climbing fences or swinging on the gates.
- No climbing on the dugout roofs.
- No running is allowed around bleachers and the Concession Stand.
- No skateboards, rollerblades, or scooters are allowed.
- No pets are allowed on the premises, with the exception of K-9 officers and medically necessary service animals.
- All gates to the fields and dugouts must remain closed at all times. After the Players has entered or left the playing field, gates shall be closed and secured.
- Players and spectators should be alert at all times for foul balls and errant throws.
- All Players, Managers, Coaches, Parents, Spectators, Volunteers and Umpires will respect the rules to stop activities for lightning warnings or field conditions as provided by the League.

Concession Stand Safety Procedure

- No person under the age of 14 will be allowed in behind the counter in the concession stand without adult supervision.
- People working in the concession stand will be trained in safe food preparation and safe use of equipment.
- The Concession Stand Manager will provide all training.
- Cooking equipment will be inspected periodically and repaired or replaced if need be.
- Propane tanks will be turned off at the grill and at the tank after use.
- Propane tanks will not be stored in concession stand.
- Cooking grease will be stored safely in containers away from open flames
- Cleaning chemicals will be stored under the kitchen sink and away from any food preparation area or cooking area.
- A Certified Fire Extinguisher suitable for grease fires must be placed in plain sight at all times.
- All concession stand workers are to be instructed on the use of fire extinguishers.
- A fully stocked First Aid Kit will be placed in the Concession Stand.
- The concession stand main entrance door will not be locked or blocked while people are inside.
- All heating appliances will be shut off and unplugged at the close of the Concession stand.

Accident Reporting Procedure

What to report:

An incident that causes any player, manager, coach, and umpire or volunteer to receive medical treatment and/or first aid must be reported to GHLL Safety Officer. This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury.

When to report:

All such incidents described above must be reported to the GHLL Safety Officer within 24-48 hours of the incident. The GHLL Safety Officer's contact information will be posted at the Concession Stand.

How to make a report:

Reporting incidents can come in a variety of forms. Most typically, they occur at the field during a game or practice. At a minimum, the following information must be provided:

- The name and phone number of the individual involved.
- The time, date and location of the incident.
- As detailed a description of the incident as possible.
- The preliminary estimation of the extent of any injuries.
- The name and phone number of the person that is reporting the incident.

Parent / Guardian responsibility:

Must complete a GHLL Incident/Injury Tracking Report and submit it to the GHLL Safety Officer within 24-48 hours of the incident.

Manager's Responsibility:

The Manager will notify the Safety Officer if a player is removed from the field by ambulance or taken to a walk-in/emergency room by their parent or guardian within 24 hours.

GHLL Safety Officer's Responsibilities:

Accidents occurring outside the team (i.e. spectator's injuries, concession stand injuries and third party injuries) shall be handled directly by the GHLL Safety Officer.

Within 24-48 hours of receiving the GHLL the Incident/Injury Tracking Form, the GHLL Safety Officer will contact the injured party or the party's parents and:

- Verify the information received.

- Obtain any other information deemed necessary.
- Check the status of the injured party.
- In the event that the injured party required other medical treatment (i.e., Emergency Room visit, doctor's visit, etc.) will advise the parent or guardian of the GHLL Insurance Coverage and the provision for submitting any claims.
- If the extents of the injuries are more than minor in nature, the GHLL Safety Officer shall periodically call the injured party to check on the status of the injury. Check if any other assistance is necessary in the areas such as submission of insurance forms, etc until such incident is considered closed (i.e., no further claims are expected and/or the individual is participating in the League again).

Insurance Policies:

Little League accident insurance covers only those activities approved or sanctioned by Little League Baseball, Incorporated. All GHLL division participants shall not participate as a League team in games with other teams of other programs in tournaments except those authorized by Little League Baseball, Incorporated. All GHLL divisions may participate in other programs during the regular season provided such participation does disrupt the team. Unless expressly authorized by the Board of Directors of GHLL, games played for any purpose other than to establish a League champion or as part of the International Tournament are prohibited. (See IX Special games, in the Official Rule Book for further clarification.)

Explanation of Coverage:

The C.N.A Little League insurance policy is designed to afford protection to all participants at the most economical cost to GHLL. It can be used to supplement other insurance carried under a family policy or insurance provided by a parent's employer. If there is no other coverage, C.N.A Little League insurance, which is purchased by GHLL, not the parent, takes over and provides benefits, after deductible per claim, for all covered injury treatment costs up to the maximum stated benefits. This plan makes it possible to offer exceptional, low cost protection with assurance to parents that adequate coverage is in force at all times during the season.

How the Insurance Works:

- First have the child's parents file a claim under their insurance policy.
- Should the family's insurance plan not fully cover the injury treatment, the Little League C.N.A. Policy will help pay the difference, after deductible per claim, up to the maximum stated benefits.
- If the child is not covered by any family insurance, the Little League C.N.A. Policy becomes primary and will provide benefits for all covered injury treatment costs, after deductible per claim, up to the maximum of the policy.
- Treatment of the dental injuries can extend beyond the normal fifty-two week period if dental work must be delayed due to physiological changes of a growing child. Benefits will be paid at the time treatment is given; even though it may be some years later. Maximum dollar benefit is \$500 for eligible dental treatment after the

normal fifty two-week periods, subject to the deductible per claim.

Filing a Claim:

When filing a claim, all medical costs should be fully itemized. If no other insurance is in effect, a letter from the parent's/guardian or claimant's employer explaining the lack of Group or Employer insurance must accompany a claim forms. On dental claims, it will be necessary to fill out a Major Medical Form, as well as a Dental Form: then submit them to the insurance company of the claimant, or parent(s); guardian(s), if the claimant is a minor. "Accident damage to whole, sound, normal teeth as a direct result of an accident" must be stated on the form and bills. Forward a copy of the insurance company's response to Little League Headquarters. Include the claimant's name, League ID and year of the injury on the form. Claims must be filed with the GHLL Safety Officer. He/she forwards them to Little League Baseball, Incorporated, PO Box 3485, Williamsport, PA 17701. Claim officers can be contacted at (717) 327-1674 and fax (717) 326-1074.

Contact the GHLL Safety Officer for more information.

Local Hospitals / Directions:

Medical Center of Trinity Tel: 727-834-4000
9330 State Road 54, Trinity, FL 34655

GHLL to Medical Center of Trinity: (4.5 miles)
Turn right on Gulf Trace to US 19 North (approx. 2.3 miles),
Turn Left (north) on US 19 to State Road 54 (approx. .3 miles),
Turn right (east) on State Road 54 (approx. 5 miles) to Hospital on the right side of the road.

Morton Plant North Bay Hospital Tel: 727-842-8468
6600 Madison Street, New Port Richey, FL 34652

GHLL to Morton North Bay Hospital: (6.8 miles)
Turn right on Gulf Trace to US 19 North (approx. 2.3 miles),
Turn Left (north) on US 19 to Main Street (approx. 3.5 miles),
Turn right (east) on Main Street to Madison Street (approx. 0.7 miles, Turn left on Madison to Hospital (approx. 0.3 miles)

Florida Hospital North Pinellas Tel: 727-942-5000
1395 S. Pinellas Ave, Tarpon Springs, FL 34689

GHLL to Florida Hospital North Pinellas: (7.2 miles)
Turn right on Gulf Trace to US 19 North (approx. 2.3 miles),
Turn right (south) on US 19 to Alt 19 (approx. 1.4 miles),
Turn right (south) on Alt 19 to Hospital on the left side of the road (approx. 3.8 miles).

Mease Countryside Hospital Tel: 27-725-6111
3231 N. McMullen Booth, Clearwater, FL 33761

GHLL to Mease Countryside Hospital: (15.0 miles)
Turn right on Gulf Trace to US 19 North (approx. 2.3 miles),
Turn right (south) on US 19 to SR 586 (Curlew Rd) (approx. 10.5 miles),
Turn left (west) on SR 586 (Curlew Rd) to McMullen Booth (approx. 0.7 miles),
Turn right (south) on McMullen Booth to hospital on the left hand side of the road (approx. 0.2 miles).

GREATER HOLIDAY LITTLE LEAGUE

MISSION STATEMENT

GHLL is an organization of volunteers
Committed in service to our community's youth.
Our purpose is to provide a safe and healthy
Environment for children to develop
Qualities of discipline, teamwork and
Sportsmanship while instilling virtues of
Character, courage and loyalty so they will
Grow to be good, decent, healthy and
Trustworthy citizens.

Through positive role modeling, GHLL will
Provide an outlet of activity while building
The confidence of each participant. Our youth
Will gain baseball skills and remain
Competitive while having fun. Our core goal is
To develop and enrich the lives of our
Youth through their Little League experience.