

Manager/Coaches Responsibilities

1. Game/Practice Cancellations

- a. Must be done at least two hours before start of game
 - i. Practice is discretion of Manager
- b. If Manager cannot make practice or game
 - i. Get with Assistant Coaches in advance to run

2. Game Scheduling

- a. Schedule no more than 16 games
 - i. 12 games must be played for it to be considered an official season by Little League
 - ii. Leave room for make-up days
 - iii. Don't be afraid to add a practice in during the week if you have room

3. Practice Scheduling

- a. T-Ball: 1 to 2 sessions per week only 1 hour long per session
- b. Coach Pitch: 2 sessions per week 1 ½ hours long per session
- c. Minors and Above: 2 to 3 sessions per week 1 ½ - 2 hours long per session

4. Field Preparation – Practice/Games

- a. Requires team effort of Manager and Assistant Coaches (just like the kids are taught)
 - i. Home team is responsible for lining the field and getting it ready as well as putting equipment back
- b. Puddle areas – don't use a whole bag of dry material. Sweep out the water first before using dry material.

5. Base Coaching

- a. Kid pitch only – Kids can coach first base only (Manager discretion) and must wear a batting helmet
- b. Manager/Assistant Coach must be at third base

6. Interference with Play

- a. Coaches/Players cannot leave the dugout area or designated area for base coach during play

7. Player Safety

- a. Injuries – always make sure the player is ok but you have to make the call if they can continue or return to play
- b. Pitch Counts (Kid Pitch Only) – limits and rules are listed in rule book, but use best judgment when watching pitcher perform
- c. First Aid Kits must be on the bench at all times for practices and games

8. Concession Stand – This is an important part of raising funds for the league.

The stand must stay open the entire game.

- a. Team Manager Responsibilities
 - i. Filling games for parents who have not paid the opt out for not volunteering to work the stand
 - 1. A list of those who have paid the opt out will be given to the manager
 - ii. Making sure the stand is closed securely before leaving the field
 - iii. Making sure trash is taken to the dumpster

9. On deck batting

- a. Majors and below are not permitted

10. Field Usage

- a. GenOn:
 - i. T-ball only – Games and Practices
- b. Lampus:
 - i. Coach Pitch – Practices and Games
 - ii. Minors – Practices and Games
- c. Acme:
 - i. Coach Pitch – Practice
 - ii. Minors – Practice
- d. Chapel Downs (Highbury):

- i. Coach Pitch/Minors – Practice
- e. Memorial Field:
 - i. Majors/Juniors: Games and Practice

11. Dugout

- a. Manager, Assistant Coaches and players only
 - i. For liability/insurance reasons and little league rules, no one else is permitted in this area

12. Equipment

- a. Manager is responsible for picking up and returning all equipment/keys
 - i. Equipment Bag will consist of:
 - 1. Bats
 - 2. Helmets
 - 3. Catcher Equipment – Coach Pitch and Above
 - 4. Baseballs
 - a. Practice and Game Balls
 - 5. First Aid Kits
- b. Broken or Replacement equipment
 - i. Reach out to the Director of Equipment
- c. Keys
 - i. These will be given out based on division being managed
 - 1. Keys to include but not limited to, junction boxes, field house, concession stand, gates, etc.

13. Mercy Rule

- a. Minors and Above
 - i. 15 runs after 3 innings of play
 - ii. 10 runs after 4 innings of play