

Mamakating Little League Phone Numbers

In case of an **EMERGENCY**, please use the phone in the concession stand during games, and make a board member aware of the emergency. During practices and games played off site (Chase School or Mamakating Park), utilize the closest available phone.

Main number/Concession Stand	(845) 888-5433
NY State Police- Emergency	911
NY State Police- Non Emergency	(845) 888-2681
Ambulance/Fire	911
Poison Control	1-800-336-6997

The following is a list of Mamakating Little League Board Members who can be reached in case of emergency:

<u>Name</u>	<u>Position</u>	<u>Number</u>
Danielle Mann	President	(845) 283-0759
Kevin Carbone/Rob Segal	Vice President	(845)669-2754/ (845)283-7553
Lucrezia Anderson	Treasurer	(727)612-0437
Tara Mullen	Safety Officer	(845) 239-0153
Jason Pogozelski/ Chris Lochard	Player Agent	(845) 820-1712 /
Jamie Kahn	Secretary	(845) 551-8959
John Marone	Coach Coordinator	(845) 346-6632
Carrie & Kevin Carbone	Information Officer	(845) 699-2754
Xx	Umpire in Chief/Fundraising	xx
Krystal Perez	Fundraising Chair	(845)9784701
Rob Segal	Equipment Manager	(845)283-7553

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Mission Statement

The objective of the Mamakating Little League shall be to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority, that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens.

Safety Manual

Each year the safety manual will be updated and submitted to the necessary Little League administrators per requested guidelines as set by Little League International. A paper copy of the safety manual will be distributed to each manager for the season; therefore, the manual will be readily available for any questions and to be used as a guideline for practice and games. The original copy of the manual will be located in the concession stand in plain sight at all times. A copy of the league player registration data or player data and manager and coach data will be submitted via the Little League data at Little League.org.

Volunteer Application Form

Volunteers are the greatest resource Little League has in aiding children's development into leaders of tomorrow. Unfortunately, some potential volunteers may be attracted to Little League to be near children for abusive reasons. Child abuse is defined as "the exploitation of children by an older child, teen or adult for personal gratification of the abusive individual." The abuse of a child can occur in many different forms including touching to non-touching offenses. Child victims are usually made to feel as if they have brought abuse upon themselves; therefore, bringing forth a feeling of guilt. For this reason sexual abuse victims seldom disclose the victimization.

To help protect our children against these types of predators it is **mandatory** for **all** volunteers to have completed a volunteer application form with a background check. A copy of the Volunteer Form is located in the Appendix of this manual. Mamakating Little League will use the LexisNexis pre-approved program to perform all background checks on volunteers.

This program will help prevent known sex offenders from entering our Little League program; however prevention must not stop with our background checks. Unfortunately, there are the unknown predators that may harm our children and we need to be constantly aware of this possibility. In the unfortunate case of suspected abuse, we ask that any abuse findings be immediately reported to a Board Member.

Mamakating Little League along with district administrators will contact the proper law enforcement agencies. If an individual does not feel comfortably reporting a case of child abuse and having their identity known they may call the Child Abuse Hotline for New York State at 1-800-342-3720. Calls to the hotline are confidential.

Make our Position Clear: Mamakating Little League will **not** tolerate child abuse in any form. Prevention is the key in protecting our children. The following examples are simple rules to help ensure a safety with our children.

The Buddy System:

Encourage children to move about in a group of two or more, whether an adult is present or not. This includes travel, leaving the field or using the restrooms. It is far more difficult to victimize a child in a group than alone.

Access:

Controlling access to areas where children are present, for example the field or dugouts. Individuals should not be allowed to wander through an area with children unless they are pre-approved by the Board, which includes a completed volunteer form with background check. Outside contractors will have access to the fields or buildings when there are no children present. In extenuating circumstances where an outside contractor must be present during a practice or game then a Board Member must escort that individual.

Lighting:

Abuse is more likely to happen in the dark or poor lit areas; therefore, do not allow any children to walk to the back field or parking lot alone after dark.

Safety Responsibilities of Staff

President

Responsible for ensuring that policies and regulations of the Safety Manual are carried by the entire membership to the best of his/her abilities.

Safety Officer

The main responsibility is to develop and implement the League's safety program according to Little League ASAP standards. The Safety Officer will be on file with Little League Headquarters; therefore, being able to receive information, the ASAP newsletter, and the necessary paperwork required to submit yearly safety manuals and facility surveys.

Other Responsibilities:

-Maintaining and supplying first aid kits to each team and concession stand. Each kit is to have the necessary materials needed for basic first aid. A copy of the safety manual will be given with each kit to ensure ways access to basic first aid skills instructions.

-Restock first aid kits on a needed basis and perform checks periodically on kits to ensure managers/coaches are restocking kits accordingly.

-Schedule and conduct **mandatory** first aid training for managers and coaches. Assist the Board with scheduling and teaching Fundamentals in Training for Managers and Coaches.

-Encourage and implement accident reporting. Accident reports to be filled out within 24-48 hours of incident and submit the necessary insurance claim to Little League Headquarters per the insurance policy recommendations.

-Assist parents/individuals with insurance claims while acting as a liaison between the insurance company and claimants.

-Keeping an accurate and up to date First Aid Log. The log will have the following information:

a. Individual involved (Name, DOB)

B. Locations of incident

C. Type of injury

D. Time of incident

E. Division of play

F. Under who's supervision (i.e. Parent, Manger, Coach, etc.)

-Correlating and summarizing the data in the First Aid Log to determine proper accident prevention in the future.

- Inspecting concession stands to help maintain cleanliness, prep and maintenance of foods.
- Inspect fire extinguishers and instruct staff on the proper use of extinguishers.
- Inspect fields with Board Members, Managers and other staff listing any areas that need attention.
- Maintaining all signs on Little League grounds including, but not limited to NO smoking, and NO parking.
- Act immediately in resolving unsafe or hazardous conditions once a situation occurs.
- Making safety a monthly topic at all Board meetings and encourage others to participate with ideas on how to improve safety.

Other Board Members

Responsible to adhere and carry out the policies set forth in the safety manual. Have availability to Managers, Coaches, Umpires and other volunteers for questions and concerns regarding safety. To be able to give an understanding of policies to all staff or direct individuals to one who is capable of answering a particular question.

Managers and Coaches

Ultimately responsible for the safety of the team. He/She is also responsible for the actions of the team, staff a substitute manager and will uphold the duties, rights and responsibilities of the manager.

Pre-Season and Season Play:

- Take possession of the Safety Manual and the First Aid Kit. Keep both readily available if needed.

- Have the Team Parent present at all practices and games. The Team Parent must have access to a phone in case of emergencies. If a cell phone or land line is NOT available let the safety officer know in advance to make arrangements for access to a phone.
- Attend the Mandatory First Aid Training and Fundamentals in Training Session required by all Managers and Coaches every year.
- Cover the basics of safe play with the team before starting the first practice.
- Return the Mamakating little league Code of Conduct and Safety Code to the Safety Officer prior to the first game.
- Notify a parent if a child is injured or become ill while under your supervision. If you believe the child is not able to play due to a present illness or injury request a doctor's note for medical release to protect the child from further harm. THERE IS NO EXECEPTIONS TO THIS RULE.
- Present medical release to the Safety Officer and notify him/her immediately of any conflicts with parents regarding these situations.

- Encourage players/parents to bring an adequate amount of water or sports drinks to practices and games. Continue to remind players to hydrate throughout play to prevent dehydration.
- Encourage players to apply sunscreen and insect repellent.
- Encourage players to wear helmets with face guards.
- Encourage players to wear mouth guards.
- Work closely with Safety Officer and Equipment Manager to make sure equipment is working properly.
- Work within the players capabilities.
- Teach the fundamentals of the game to the players:

A.Catching fly balls

- B. Sliding correctly
- C. Proper fielding of ground balls
- D. Simple pitching motion for balance

- Be open to suggestions, ideas and assistance.
- Enforce that prevention is the key to reducing the number and severity of incidents.
- Make sure players are healthy, rested and alert.
- Make sure players are wearing the proper uniform attire.
- Perform a safety check of the field with the opposing manager prior to the start of the game. Any questions the fitness of the field or safety concerns bring to the umpires attention immediately.
- Enforce there is no bats or balls permitted on the field until a proper stretching has been completed.
- Make sure players carry all gloves and other equipment off the field and to the dugout when their team is up at bat. No equipment shall be left lying on the field either in foul or fair territory.
- Keep players alert.
- Maintain discipline at all times.
- Be organized.
- DO NOT allow players to place hands on fence.
- Keep the dugout free of clutter. All garbage is to be placed in the provided receptacles and equipment is to be maintained in an organized fashion.
- Make the catcher wear the proper equipment.
- Observe the “NO ON DECK BATTER” rule.
- Focus on the player’s. Do not get distracted by casual conversation of the field during practice or games.
- Perform cool down exercises with players.

- Do NOT leave a child at the field alone. Make sure all children are picked up by a known family member or friend.
- Return the field to a pre-game condition after completion of games.
- Fill out an accident report within 24-48 hours of an incident. Once completed the report must be given to the Safety Officer immediately.

If a Manager knowingly disregards safety, he or she will come before the Mamakating Little League Board to explain the reason for such conduct.

Umpires

Before the start of the game:

- Check equipment in dugouts and remove any that does not meet specifications.
- Make sure catchers are wearing the proper equipment for warming up the pitcher which includes helmet, mask and cup.
- Make sure a manager/coach is NOT warming up the catcher.
- Inspect bats for silvers and hand grips.
- Inspect helmets for cracks and foam inserts as per NOCSAE specifications.
- Walk the field and inspect for any hazards and obstructions (i.e. rocks, glass,etc.)
- Check players for jewelry.
- Check the players for proper footwear.
- Make sure that all playing lines are marked with non-caustic lime, chalk or other white material easily distinguishable from the stone/clay or grass.
- Obtain official Little League baseballs (LL1, LL2) from each team play.

During the game:

- Govern the game as mandated by the Little League rules and regulations.

- Enforce the safety and field rule set forth by Mamakating Little League in addition to Little's League's rules and regulations.
- In the event of out of play foul ball, encourage spectators and other individuals to use the ball returns provided on the fences. NO balls are to be thrown over the fence onto the playing field.
- Continue to monitor the field for safety and playability.
- Make calls loud and clear, signaling each call properly.
- Make sure players and spectators keep fingers out of the fence.

After a Game

- Report any unsafe situations to the Safety Officer immediately.

Field Maintenance Manager

- Ensure the fields and structure meet safety requirements as set forth by this manual and to bring any safety concerns to the Safety Officer immediately.

Concession Stand Manager

- Ensure all concession stand volunteers are properly trained in safety procedures set forth by this manual and to bring any safety issues to the Safety Officers attention immediately.

Equipment Manager

- Responsible to get damaged equipment repaired or replaced as reported. This replacement will happen in a timely manner. Exchange of proper fitting equipment for players is also required.

Safety Code

The Mamakating Little League Board has mandated that all managers read the following Safety Code to all players. Each player, manager, coaches and team parent from each team are required to sign the provided sheet acknowledging an understanding to the Safety Code and an agreement to follow the code as written.

- Responsibility to follow safety procedures should include all participants of the Mamakating Little League.
- Know in advance the emergency numbers and have the numbers available at all practices and games.
- Managers, coaches and umpires must attend the first aid training.
- First aid kits will be issued to all managers and are required to be present at all practices and games. An extra first aid kit will be located in the concession stand.
- No games or practices should be in progress during inclement weather, such as lightning, or with inadequate field conditions.
- The field should be inspected frequently for holes, stones, glass, other foreign objects and damaged areas (i.e. fences, bases, etc.)
- All team equipment is to be stored behind screens or in the dugout during practices and games.
- Only players, coaches, managers, and umpires are permitted on the playing field or in the dugout during practices and games.
- Assign a player to keep loose equipment in the proper place and off the playing field.
- Foul balls are to be placed in the ball return located next to concession stand on the 3rd base side.

- During practices and games, all players should be alert and watching the batter on each pitch.
- All pre-game warm up drills, players should be spaced so that no one is endangered by wild throws or missed catches.
- All pre-game warm ups should occur within the confines of the playing field and bull pens.
- Equipment should be inspected regularly for condition and proper fit.
- Batters must wear Little League approved protective helmets during practices and games.
- All batters have the option to use helmets with face guards.
- Male catchers must wear catcher's helmet, mask, throat guard, long model chest protectors, shin guards and protective cup with athletic supporter at all times for practices and games. **NO EXCEPTIONS.**
- Managers should encourage all male players to wear athletic supporters with a protective cup during practices and games.
- NO head first slides unless returning back to the base.
- All bases are to be disengaging for both practices and games.
- NO "horseplay" permitted on the playing field.
- NO pepper games at any time.
- Parents of players who wear glasses are encouraged to provide safety glasses for their child.
- All infield players are required to wear mouth guards.
- Players are NOT permitted to wear jewelry, pins or metallic items during practices and games.
- The catcher must wear a catcher's helmet, mask and throat guard when warming up the pitcher. This applies to practices and games (between innings and in the bull pens)

- Managers and coaches can NOT warm up the pitcher at games.
- All players going up to bat will walk from the dugout to Homeplate carrying the bat by the barrel. On deck batter is NOT permitted.
- Managers will only use the official Little League balls supplied by Mamakating Little League.
- Once a ball is discolored or deformed it will be discarded.
- All male players MUST wear athletic supporters during practice and game.
- Male catchers MUST wear a protective cup with the athletic supporter.
- NO food or drink allowed in the dugouts, unless medically necessary, with the exceptions of water and sports drinks.
- Manager will NEVER leave a child unattended at a practice or game.
- Never hesitate to report any present or potential safety hazard to the Safety Officer or Board Member immediately.
- Make arrangements to have a cell phone available at all practices and games when a public phone is NOT available.
- All individuals on the Little League property should be alert for foul balls and wild throws at all times.
- All gates on the fields MUST remain closed at all times.
- NO person is allowed on the complex at any time with open wounds.
- Wounds need to be treated and properly bandaged.
- There is NO running or climbing on the bleachers.
- There is NO climbing on the fences, use the gates to enter and exit the fields.
- There is NO climbing or sitting on the storage sheds.
- Place all trash in the provided receptacles.
- NO person under the age of 14 is allowed in the concession stand.

- The speed limit is 5 mph in the roadway and parking lots.
- NO medication will be taken at the complex unless administered directly by the child's parent.
- NO playing in the parking lots or roadway at any time.
- NO swinging bats or throwing balls in the walkways and common areas of the complex.
- NO playing in construction areas at any time. This includes the dirt pile.
- NO riding bicycles, skateboards or scooters at the complex.
- NO pets permitted on the premises at any time
- Absolutely NO alcohol or drugs permitted on the Little League premise.
- Learn and adhere to all rules as stated per the Official Little League Rule Book.
- Rules and safety codes apply to all facilities where practices and games are played.
- Strongly encourage Tball players to begin using mouth guards

Any person found violating any part of the Safety Code will be asked to follow the code appropriately or possibly be asked to leave the premises. The Board will review all infractions and take disciplinary action up to and including expulsion from the League.

Safety Code

I have read or have been read the Mamakating Little League Safety Code and will adhere to the rules and regulations.

Team Name: _____

Manager (print name) _____

Manager Signature _____

Coach Signature _____

Coach Signature _____

Team Parent Signature _____

Players _____

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Mamakating Little League

Regular Season Rules

Major Division

1. **Plays at Home Plate:** A player shall NOT lunge maliciously at the base runner to make a tag. This is at the umpire's discretion.
2. **Starting Players:** A Player who does not start in one game must start in the next game. If a player shows up late for a game they do NOT have to start the next game.
3. **Complete Games:** All players must play **3** complete games during the regular season. All books will be checked half way through the season.
4. **Late Games:** If a team cannot field 9 players within 15 minutes from the time the game starts then the game is a forfeit.
5. **Thrown Bat:** If a batter throws the bat in the course of batting, the umpire will warn the players on both teams that the next batter does this will be ejected from the game. If the batter gets a hit on the wing, they will be ejected and replaced with a pinch runner.
6. **Base Coaches:** ALL bases coaches, including adults, are to wear helmets.
7. **Mouth Guards:** ALL infield players are required to wear mouth guards while playing defense.

Mamakating Little League

Regular Season Rules

Minor Division

1. Pitching Machine:

- A. Batters will get 6 balls pitched to them; they must have a hit by the 6th pitch or be called out. If a foul ball occurs on the 6th pitch another pitch will be given.
- B. If a hit ball hits the pitching machine, the ball is dead and runners get one base.

2. 9th Batter Rule: Only 9 batters are allowed to get up per half inning. For every batter hitting a ball in fair territory the play will go as follows:

- A. A hit ball to the infield, play ends when a play is made to base or the pitcher.
- B. A hit ball to the outfield, play ends when the ball is in possession of a player in the infield on the dirt.
- C. A base runner on third may score if they are more than half way home when the play ends.

3. Team Personnel: A maximum of 4 team personnel are allowed on the field/dugout at any time.

- A. A parent may be used in the dugout if the team is shorthanded based on prior approval from the board.

B. Only one defensive coach is allowed on the playing field at a time and 2 adult base coaches are allowed.

4. Bunting: For the safety of the children, no bunting is allowed when the pitching machine is being used.

5. Unnecessary Running of the Bases: For the integrity of the children, there will be only one base on an overthrow, **per play**. This is not an automatic base, you run at your own risk.

6. Sliding Rule: **NO** head first sliding.

Mamakating Little League

Parent Rules

1. **NO SMOKING EXCEPT IN DESIGNATED AREAS: Front field. Left field foul pole, back field and right field foul pole.**

2. Medical problems, physical impairments, allergies are brought to the attention of the manager and board members.

3. **Practice and Games:** Have the players present and on time. If your child is going to be absent notify the manager or coach ahead of time.

4. **No** child is permitted on the complex without adult supervision or by a member of the Little League staff.

5. **No** child is permitted to leave a practice or game by themselves.

Parents who are unable to pick up their child should make proper arrangements ahead of time. These arrangements are to be brought to the attention of the manager/coach.

6. Outside the playing field the following is **not** permitted:

A. Riding bicycles, skateboards, scooters.

B. Dirt bikes or other motorized vehicles.

C. Playing catch or swinging bats.

D. Wall ball.

E. Action or horseplay that may jeopardize the safety of the spectators or other children.

7. **Strictly Prohibited: PENALTY IS REMOVAL FROM THE LEAGUE.**

A. Use, distribution or sale of alcohol or drugs.

B. Vandalism of Little League property.

8. Fans and parents conduct are to be an example for the children to follow.

A. Abuse of conduct rule may result in the following:

1. Ejection from the stands and the individual must leave the league property immediately.

2. The Board will review the incident with the possibility of taking further disciplinary actions.

3. Further altercations can result in ones arrest with formal chargers pressed.

9. Fund Raising Events:

A. Candy Sales

1. All families are required to sell at least one box of candy.

2. Candy money is to be returned on the assigned date.

B. Concession Stand:

1. Parents should work when their child's team is scheduled to work. If this is not convenient please contact your team parent or the concession stand for rescheduling.

2. By helping in the concession stand you help the league raise money which leads to lower registration fees.

3. Scheduling time is required for work bond refund.

C. Field Projects: Volunteer as much as possible to help defray the cost of outside contractors.

10. League Policy on Returned Checks:

A. Re-deposited upon request only.

B. Must pay bank fee for returned to check.

C. Legal action may be taken to recover the amount of the check.

11. Parking Rules:

- A. Obey all parking signs.
- B. Parking is behind Field #2 in the rear.
- C. All fans assume the risk of property damage to ones vehicle while on Mamakating Little League property.
- D. **NO** parking between fields.
- E. Mamakating Little League is NOT responsible for any parking tickets.
- F. NO parking on either side of the road behind the front field bleachers

12. Dugouts:

- A. All players are to remain in the dugout during games, with the exception of using the restroom with the manager/coach permission.
- B. NO food or drinks in dugouts unless medically necessary with the exception of water and sports drinks. NO glass bottles.

13. Concerns

- A. Speak with Manager/Coach first regarding any concerns
 - B. If concerns are NOT being handled per your expectations please place the concern in writing and submit to a Board member.
- The Board will review your concern in a timely manner and provide an explanation to any decision.

Mamakating Little League

Manager/Coaches Rules

1.Ensuring Safety:

- A. No horseplay or unauthorized use of bats and balls.
- B. Male players MUST wear an athletic supporter. All male catchers MUST wear an athletic supporter and a cup.
- C. ALL infield players are required to wear a mouth guard while playing defense.
- D. ALL base coaches, including adults, are to wear helmets.
- E. First Aid Kits must maintain at all times.

2.Conduct of Team and Players:

- A. Manager is responsible for everyone's conduct on their side of the field; this includes coaches, players, parents, and spectators.
- B. NO racial, ethnic, or sexist remarks on or off the field. This will lead to ejection from the game and the Board may take disciplinary action up to and including expulsion from the league.
- C. NO fouls language or the uses of physical gestures are allowed by the players or staff member.
- D. NO physical contact or fighting on or off the ball field complex.

3. Dugout Policy:

- A. NO SMOKING by managers and coaches during practices and games. You may not leave the dugout or playing field during a game to smoke.
- B. NO swinging of bats or throwing any objects.
- C. All equipment must be displayed in an orderly manner.
- D. NO food or drink in dugouts unless medically necessary with the exception of water and sports drinks. NO glass bottles.
- E. Clean area up and empty garbage into dumpster after game

4. Team Practice and Game Schedules:

- A. Spring practice- minors/Majors recommended 2 times per week, T-Ball 1 hour per week.
- B. See schedule for use of batting cage.
- C. NO player is permitted to be left alone after practice or a game.
- D. NO Manager or coach is permitted to reschedule games of any kind. This is a Board decision only and will be scheduled by the agent.

5. Responsibilities:

- A. All equipment must be worn in the manner for which it was designated.
- B. All players in the act of catcher must have complete catcher gear on with the exception to just warming up the pitcher.

C. Each team is required to get the field ready for the game (i.e. raking and lining)

D. Each team is responsible to clean the field after games.

6. Liability Insurance: In order to protect yourself and the League, you must follow all safety procedures and guidelines established.

7. Little League Rule Book: Responsible to learn and teach all rules as established by the Little League organization.

Concession Stand Rules

<p><i>Opening Procedures</i></p> <ul style="list-style-type: none"> ▪ Turn on nacho machine ▪ Heat water for hot chocolate (if needed) ▪ Plug in coffee pot(if needed) <ul style="list-style-type: none"> ▪ Get starting cash from safe into cash box ▪ Open serving window when workers arrive. 	<p><i>Closing Procedures</i></p> <ul style="list-style-type: none"> ▪ Turn off equipment (nachos, dog roller) ▪ Unplug water urn and coffer pot ▪ Ensure concession stand is fully stocked ▪ Clean all dishes/utensils (counters, grill, etc.) ▪ Ensure concession stand is clean ▪ Close and lock serving window.
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Grill Operation

<p><i>Opening Procedures</i></p> <ul style="list-style-type: none"> ▪ Pull grill to grill area ▪ Connect propane tanks/start heating grill ▪ Setup orange safety cones around grill ▪ Setup condiment counter ▪ Prepare hot dogs/burgers for grill ▪ Get out tools, foil, buns, etc. 	<p><i>Closing Procedures</i></p> <ul style="list-style-type: none"> ▪ Put grill and propane tanks away ▪ Clean condiment table and put away ▪ Thaw hot dogs in refrigerator for next day
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Concession Stand Safety

No person under the age of 14 will be allowed behind the counter in the concession stand. At all times, there must be an approved adult within the concession stand to provide supervision. People working in the concession stand will be trained in safe food preparation, safe use of equipment and approved background check.

The Concession Manager and Safety Officer will provide all necessary training. Cooking equipment will be inspected periodically and repaired or replaced, if needed. Propane tanks will be turned off at the grill and at the tank after use. Cooking grease will be stored safely in containers away from open flames. Cleaning chemicals must be stored in a locked cabinet.

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 element appliances will be shut off and unplugged at the close of the Concession stand

