

2/14/2021

# LTJBSA 2021 COVID-19 Procedures





The Lawrence Township Junior Baseball & Softball Association (LTJBSA) supports hundreds of youth players playing both recreational and travel baseball and softball. The LTJBSA supports Babe Ruth, Little League and USABL baseball organizations along with Little League, ASA, USSSA and Pony Leagues for softball. The LTJBSA and each sub organization is run by its own Board of Directors. The LTJBSA oversees the operations of each program and is responsible for coordinating field and facility scheduling, maintenance and operations. The LTJBSA.

As 2020 through the winter of 2021 has brought uncertain times for youth sports, we continue to plan for the next phase of recreational baseball and softball while following Federal, State, Local guidelines. LTJBSA respective board members have reviewed guidance from several youth sports governing bodies to create a method to start practices and play for our youth. The board members realize regulations may ease in the coming weeks, but we must make plans to deal with regulations set forth. As the Federal, State and Local Guidelines start to relax, The LTJBSA will adjust to meet or exceed the strictest of plans.

The 2021 season will incorporate a few changes over summer and fall of 2020. All parents must fill out a COVID waiver (Attachment A). The LTJB/SA website is hosted by Sports Connect which allows for parents to answer the CDC guideline questions to parents before travelling to the fields while administrators have access to the daily team reports (Attachment B).

We respectfully submit the attached plan for consideration which will address facility and field guidelines for practice and play.



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## LTJBSA Facility Plans

- All Federal, State and Local Guidelines will be followed for practices and games.
- All Facility Equipment including, tables, doorknobs, switches, handles, facility equipment, dugouts, bathrooms and baseballs/softballs will be disinfected with EPA approved solution before every practice and game.
- All Administrators, Concession staff, Managers, Coaches, Parents and Players must answer online COVID questionnaire on the LTJBSA website before arriving to the facilities for practice and games.
- Any Coach, Parent or Player that has a fever, cough or COVID 19 symptoms must refrain from practices and games.
- Any Coach, Player or Parent that has been exposed must be medically cleared and follow CDC guidelines before attending a practice or game.
- All Coaches, Players and Parents are encouraged to wear masks while entering the facilities and/or practice social distancing by remaining 6 feet from other Coaches, Players or Parents.
- Sufficient time will be allowed between practices and games for coaches, players and parents to leave the complex before the next scheduled practice or game can commence.
- Players and parents are encouraged to not arrive for practice or game no earlier than 30 minutes prior.
- Practices and games will be staggered to allow social distancing for dropoff and pickup of players.
- Parking for Babe Ruth players and coaches will be near the Pezzicola field only. Parents are not permitted to remain at practice.
- Parking for Little League Baseball fields will be in the southeast parking lot near the baseball fields only (not the back-parking lot near softball fields). Parents are not permitted to remain at practice.
- Parking for Softball will be in the Northeast parking lot only near Colavita Field only. Parents are not permitted to remain at practice. Parents are not permitted to remain at practice.
- Practices will be staggered to limit the amount of people and prevent crowds.
- Coaches will sanitize dugouts and gates entering fields with EPA approved sanitizer.
- Hand Sanitizer will be placed in or around dugouts for coach and players.
- LTJBSA indoor facility will remain closed to players and parents during practices,



- The outdoor bathrooms near Colavita Field will be open and subject to Lawrence Township regulations throughout the 2021 season.
  - Access to indoor bathrooms will be limited to one person at a time.
  - Bathrooms will be disinfected before first practice/game each day and in between each practice/game with an EPA approve solution.
  - Public water fountains will be turned off for the 2021 season.
- Coaches, Players and Parents must not share refreshments or food.
- Only Coaches and Players will be permitted on fields dugouts during practices.
- Parent attendance to practices is discouraged but any parent that chooses to stay must follow social distancing and remain 6 feet apart.
- MSDS for EPA approved solution will be kept in President's Office, saved to [www.ltjbsa.com](http://www.ltjbsa.com) website for availability and also attached for convenience.
- Concession stands will open under CDC Guidance regulations addressed in Attachment C.
- Score boards will be operational during games on all fields.
  - Only one person per field may be in respective press box.
  - Hughes and Carroll Fields press box may have one person per field and must socially distance between each other.



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MSDS.pdf



## LTJBSA Practice Procedures

- Practice Procedures will cover Little League Baseball and Softball, Babe Ruth Baseball and Travel Baseball/Softball leagues that use the LTJBSA facilities and fields.
- Practices will start on April 1<sup>st</sup>, weather dependent.
- All facility guidelines will be followed during practices.
- All Administrators, Concession staff, Managers, Coaches, Parents and Players must answer online COVID questionnaire on the LTJBSA website before arriving to the facilities for practice and games.
- Coaches must check team questionnaire report before starting any practice.
- If any coach, player or parent have a fever, cough or signs of COVID 19, they must be medically cleared and follow CDC guidelines before entering facility or interacting at LTJBSA facilities.
- All Coaches and Players temperature will be checked prior to all practices.
- Coaches, players and parents are encouraged to wear masks entering and exiting fields and facility.
- Coaches are encouraged to wear masks during practices.
- Indoor facilities including bathrooms will follow Facility Plans for practices..
- Only coaches and players allowed on fields during practices.
- Hand Sanitizer will be either on outside of or near dugouts for use during practices.
- Players will keep gear outside of fence on foul lines with social distancing rules at 6 feet apart.
- Gear may not be shared, each player must provide their own bat, glove and helmet.
- Balls will be sanitized with EPA approved solution between each practice.
- Coaches and players must provide their own drinks and refreshments. Neither shall be shared.
- Gum and seeds are prohibited during practices.
- Shaking hands, fist bumps or player touching is prohibited as forms of expression during practices.
- No team huddles or meetings will be held before practices.
- Coaches only will rake fields between game.
- Teams may not enter a field until the previous team has exited.
- Spectators must follow social distances rules and are strongly encouraged to wear masks while attending games.



## LTJBSA Game Procedures

Game Procedures will cover Little League Baseball and Softball, Babe Ruth Baseball and Travel Baseball/Softball leagues that use the LTJBSA facilities and fields.

- Games start on April 19<sup>th</sup>.
- All facility guidelines will be followed during games.
- All Administrators, Concession staff, Managers, Coaches, Parents and Players must answer online COVID questionnaire on the LTJBSA website before arriving to the facilities for practice and games.
- Coaches must check team questionnaire report before starting any practice.
- If any coach, player or parent have a fever, cough or signs of COVID 19, they must be medically cleared and follow CDC guidelines before entering facility or interacting at LTJBSA facilities.
- All Coaches and Players temperature will be checked prior to all games.
- Coaches, players and parents are encouraged to wear masks entering and exiting fields and facility.
- Coaches are encouraged to wear masks during games.
- LTJBSA indoor bathroom facilities will open and follow Facility Plan guidelines.
- Unless assistance is required. Only 1 person in each bathroom at a time. The line for the cage restrooms will be outside the facility.
- Concession Stand will be open for the 2021 season and follow CDC guidelines as posted in Attachment C.
- Bathroom Facilities will be sanitized with an EPA approved solution before every game and after last game unless needed more often.
- Score boards will be operational during games on all fields.
  - Only one person per field may be in respective press box.
  - Hughes and Carroll Fields press box may have one person per field and must socially distance between each other.
- Spectators must follow social distances rules and are strongly encouraged to wear masks while attending games.
- There will only be 1 coach and 2 players allowed in the dugout at a time.
- Keeping social distancing requirements in mind, spectators cannot occupy the bleachers and must socially distance on the outfield fences.
- Center field area by the batter's eye will off limits to spectators.



- Players will sit or stand down the foul fence and on bleachers. They shall maintain all social distancing guidelines.
- On all baseball fields, player gear will be kept down the foul fence on the outside of the fields spaced out with social distancing
- Players on the bleachers, down the foul fence or in the dugout are encouraged to use face coverings and/or practice social distancing.
- Coaches and Spectators over 4 years old are encouraged to use face covering and/or practice social distancing during the entire game.
- Mound visits shall consist of 1 coach, catcher and pitcher. Maintaining social distancing guidelines.
- Base coaches shall maintain social distancing guidelines. Right now that is 6’.
- Refrain from shaking hands, fist bumps or high fives before, during and after games.
- To limit the number of people using equipment, coaches shall rake and line the fields.
- Equipment used shall be wiped down with a bleach based product (ie.Clorox Wipes) when finished. This can be coaches from both Home and away teams.
- Teams must wait until prior team is completely off the field before they take the field. Arrival times should not be any earlier than 20 min. prior to game time. This time should be used to stretch and loosen up arms.
- When games are completed, coaches shall wipe down or spray dugouts, all gates, latches, bleachers and touch surfaces with EPA approved solution.
- Each team shall use a score book or game changer to keep track of outs and batter
- Colavita Field will be for softball players only.
- Softball players will line their gear outside the fences by the backstop.
- Bleachers on both sides of Colavita will be reserved for coaches and players only.
- Spectators must follow social distances rules and are strongly encouraged to wear masks while attending games.
- Spectators cannot stand behind backstops on any field and must remain beyond stands for every field.





### **Gametime ball rules:**

- Teams will use their team's baseball/softball during their defensive inning and each ball should be sanitized before returning to play.
- Rotate baseballs and softballs every 2 innings if not done so due to foul balls.
- Foul balls should be retrieved by players from the current game when possible and returned to the defensive team's dugout to be sanitized with EPA approved solution.
- Players getting foul balls should use hand sanitizer upon returning to dugout area.

### **Umpires must follow proper safety rules guided by their governing body and meet the following guidelines below:**

- If physically able. wear masks at all times while on the field of play.
- Social Distance during pre-game meetings with teams and umpires.
- Limit plate meetings to only team manager from each team.
- No players during plate meetings.
- Umpire may either stand behind pitcher or catcher while calling balls and strikes.
- Keep social distance in effect as much as possible.



## Attachment A: COVID Waiver.

The novel Coronavirus/COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is reported to be extremely contagious. The state of medical knowledge is evolving, but the virus is believed to spread from person-to person contact and/or by contact with contaminated surfaces and objects, and even possibly in the air. People can reportedly be infected and show no symptoms and therefore spread the disease. The exact methods of spread and contraction are not fully known, and there is no known treatment, cure, or vaccine for COVID-19. Evidence has shown that COVID-19 can cause serious and potentially life-threatening illness and even death.

Lawrence Township Junior Baseball and Softball Association (LTJBSA) has established preventative measures and policies to reduce the risk of spread of COVID-19. LTJBSA cannot, however, guarantee that you or your child(ren), will not become exposed to and infected with COVID-19 while participating and/or attending LTJBSA events.

This Waiver and Release of Liability Relating to Coronavirus/COVID-19 (“Waiver and Release”) is effective for the LTJBSA activities that take place throughout 2021, and encompasses any and all LTJBSA events and activities, including practices, games, and meetings.

**AGREEMENT TO FOLLOW SAFETY PROCEDURES.** I agree to follow all safety regulations enacted by LTJBSA related to COVID-19, including those enacted after the signing of this Waiver. Additionally, I agree that I am responsible to ensure that my child(ren) will follow all additional safety regulations enacted by LTJBSA including those enacted after the signing of this Waiver. I understand that my child(ren)'s manager or coach may also choose to enact safety procedures specific to their team or practice situation, and that I agree to follow and support any and all such procedures.

**ASSUMPTION OF RISK:** I have read and understood the above warning concerning COVID-19. I hereby choose to accept that there is a risk of contracting COVID-19 for myself and/or my children when participating in LTJBSA-sponsored activities. I acknowledge and understand that the risk of becoming exposed to or infected by COVID-19 while participating in LTJBSA activities may result from the actions, omissions, or negligence of myself and others, including, but not limited to, LTJBSA employees, volunteers, and all of LTJBSA’s program participants and their families. I acknowledge and understand that it is impossible to eliminate the risk that my child(ren), and my family, become exposed to and infected by COVID-19 when participating in LTJBSA activities.



**WAIVER OF LAWSUIT/LIABILITY:** I hereby forever release and waive my right to bring suit against LTJBSA. and its owner's, officers, directors, managers, officials, trustees, agents, employees, Township of Lawrence, its employees, officers and elected officials or other representatives in connection with exposure, infection, and/or spread of COVID-19 related to participating and/or attending LTJBSA events . I understand that this waiver means I give up my right to bring any claims including for personal injuries, death, disease or property losses, or any other loss, including but not limited to claims of negligence and give up any claim I may have to seek damages, whether known or unknown, foreseen or unforeseen.

I acknowledge and understand that I am agreeing to the terms set forth in this Waiver and Release, as consideration for my child(ren) being permitted to participate in LLL activities. This Waiver and Release is limited to claims premised on the negligence of the Released Parties; the Waiver and Release does not apply to claims which are based on the intentional conduct, or reckless disregard, of the Released Parties

Parent Name \_\_\_\_\_

Player \_\_\_\_\_.

Parent Signature \_\_\_\_\_.

Date: \_\_\_\_\_.

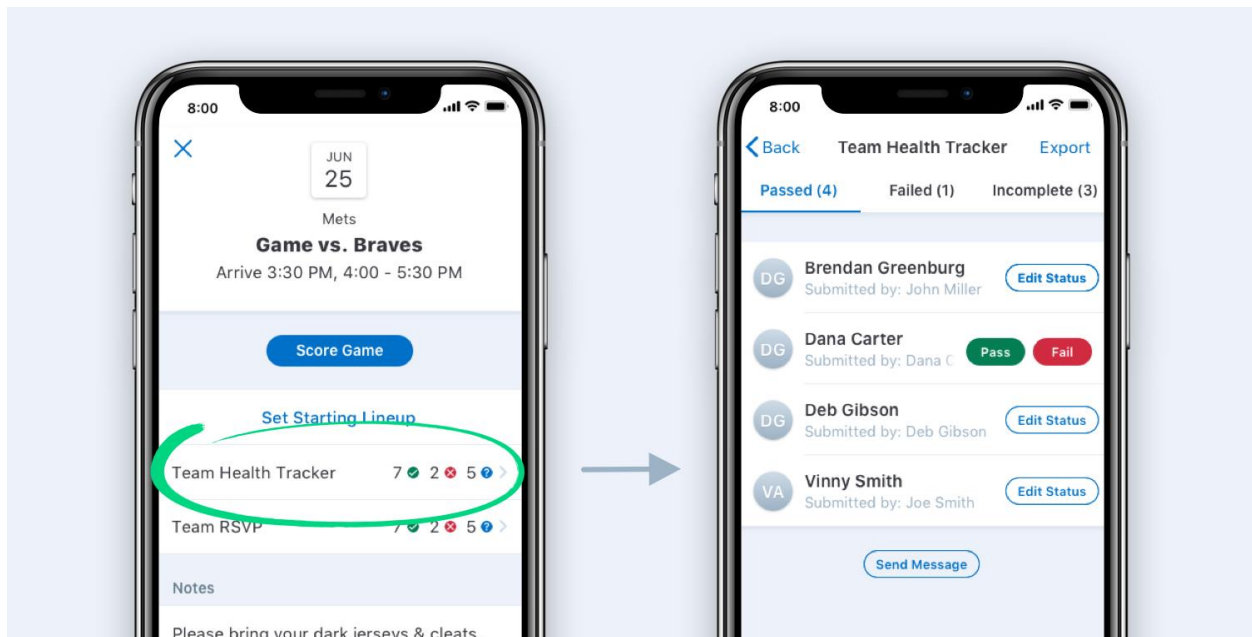


## Attachment B: COVID Health Tracker

Lawrence Township Baseball/Softball Association will utilize Game Changer for a daily Health Tracker questionnaire.

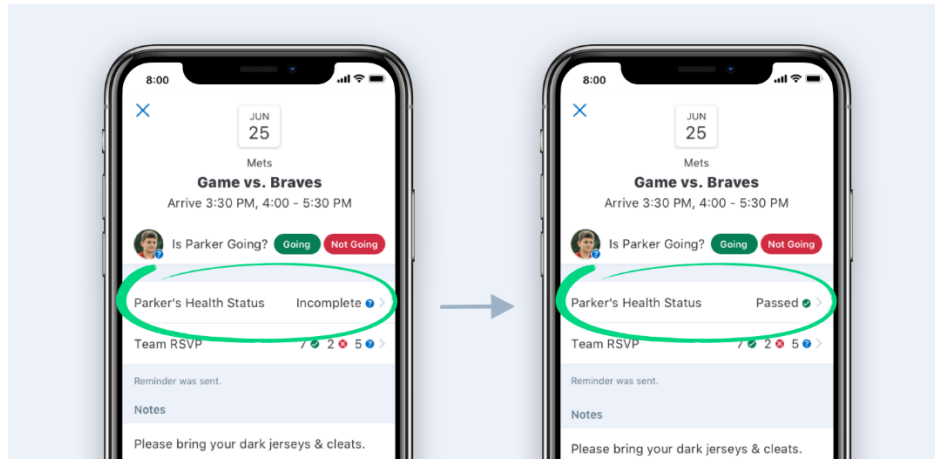
Events scheduled in GC Team Manager now contain a **COVID-19 Health Status Questionnaire** that gives players/family members the ability to provide day of event updates on player health to the Team Staff.

**For Team Staff:** Staff members can view results from the Health Status Questionnaire by going to the event and tapping Team Health Tracker. Those responses can be exported as a .CSV file by tapping Export from within the Tracker. Staff has the ability to edit a player's status.

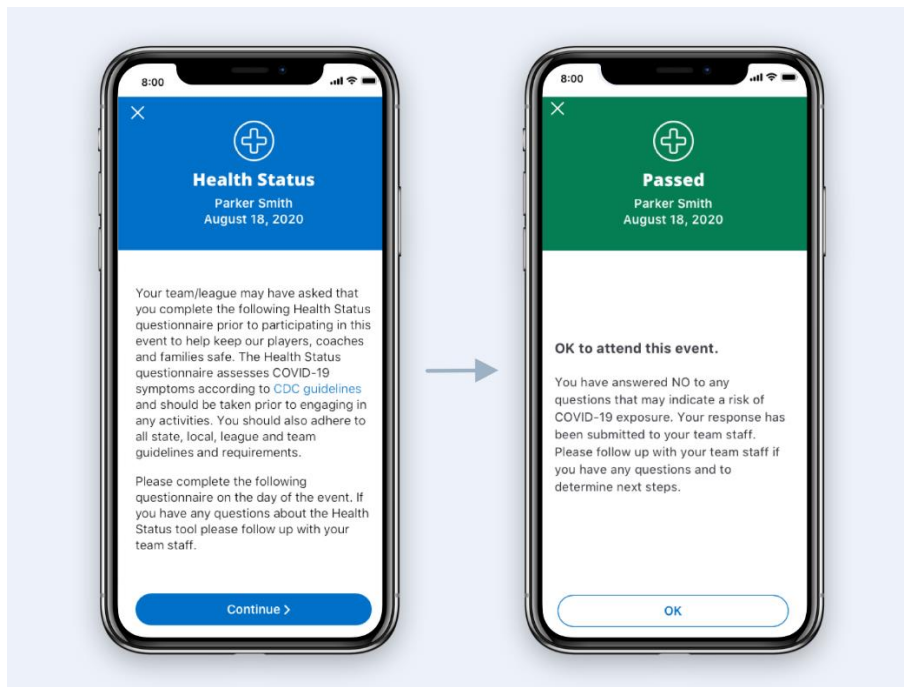




**For Parents/Players:** Each event scheduled in Team Manager now contains a COVID-19 Health Status Questionnaire. Players/Parents are given the ability to provide recent updates on their health on the event details screen.



**Getting Started:** To start the Health Status Questionnaire, select the event from your team's schedule, then tap the line above the Team RSVP count where it says "[player name]'s Health Status." That health status will update upon completion of the questionnaire.





## Attachment C: Concession Stand Guidance

Lawrence Township Baseball/Softball Association will follow CDC Guidance on considerations for restaurant and bar operators and Best Practices for Retail Food Stores, Restaurants, and Food Pick-up/Delivery Services during the COVID-19 Pandemic as recommended by NJ Department of Health.

<b>BE HEALTHY, BE CLEAN</b>			
<b>CLEAN &amp; DISINFECT</b>			
<b>SOCIAL DISTANCE</b>			
<b>PICK-UP &amp; DELIVERY</b>			



## Managing Employee Health (Including Contracted Workers)

- All Administrators, Concession staff, Managers, Coaches, Parents and Players must answer online COVID questionnaire on the LTJBSA website before arriving to the facilities for practice and games.
- Instruct employees with symptoms associated with COVID-19 to report them to their supervisors. Instruct sick employees to stay home and to follow the CDC's [What to do if you are sick with coronavirus disease 2019 \(COVID-19\)](#). Consult with the local health department for additional guidance.
- If an employee is sick at work, send them home immediately. [Clean and disinfect](#) surfaces in their workspace. Others at the facility with close contact (i.e., within 6 feet) of the employee during this time should be considered exposed.
- Instruct employees who are well, but know they have been exposed to COVID-19, to notify their supervisor and follow CDC-recommended precautions (see below).
- Inform fellow employees of their possible exposure to COVID-19 in the workplace, if an employee is confirmed to have COVID-19, while maintaining confidentiality.
- Implement workplace controls to reduce transmission among employees, such as those described below that are included in [CDC's Interim Guidance for Implementing Safety Practices for Critical Infrastructure Workers Who May Have Had Exposure to a Person with Suspected or Confirmed COVID-19](#).
  - Employers - Pre-screen (e.g., take temperature and assess symptoms prior to starting work).
  - Employers - Disinfect and clean work spaces and equipment, and consider more frequent cleaning of high touch surfaces.
  - Employees - Regularly self-monitor (e.g., take temperature and assess [symptoms of coronavirus](#)).
  - Employees - Wear a mask or face covering.
  - Employees - Practice social distancing and stay at least 6 feet from other people whenever possible.
- For additional information when employees may have been exposed to COVID-19, refer to CDC's [CDC's Interim Guidance for Implementing Safety Practices for Critical Infrastructure Workers Who May Have Had Exposure to a Person with Suspected or Confirmed COVID-19](#).
- For additional information on employee health and hygiene and recommendations to help prevent worker transmission of foodborne illness, refer to [FDA's Employee Health and Personal Hygiene Handbook](#).
  - If FDA recommendations differ from CDC's regarding employee health and COVID-19, follow CDC.
- For returning previously sick employees to work, refer to [CDC's Guidance for Discontinuation of Home Isolation for Persons with COVID-19](#).
- Follow [CDC](#) and [FDA](#) information on PPE (i.e., gloves, face masks/coverings, and protective gear).



- Frequently review CDC's [CDC's Interim Guidance for Business and Employers to Plan and Respond to Coronavirus Disease 2019](#).
- Understand risk at the workplace — use [OSHA's Guidance on Preparing Workplaces for COVID-19](#).

### Personal Hygiene for Employees

- Emphasize effective hand hygiene including washing hands for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
- Always wash hands with soap and water. If soap and water are not readily available, then use an alcohol-based hand sanitizer with at least 60% alcohol and avoid working with unwrapped or exposed foods.
- Avoid touching your eyes, nose, and mouth.
- Use gloves to avoid direct bare hand contact with ready-to-eat foods.
- Before preparing or eating food, always wash your hands with soap and water for 20 seconds for general food safety.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash and wash hands after.

### Managing Operations in a Foodservice Establishment or Retail Food Store

Continue to follow established food safety protocols and best practices for retail food establishments and important COVID-19 recommendations, including the following:

- Follow the 4 key steps to food safety: Always — [Clean, Separate, Cook, and Chill](#).
- Wash, rinse, and sanitize food contact surfaces dishware, utensils, food preparation surfaces, and beverage equipment after use.
- Frequently disinfect surfaces repeatedly touched by employees or customers such as door knobs, equipment handles, check-out counters, and grocery cart handles, etc.
- Frequently clean and disinfect floors, counters, and other facility access areas using [EPA-registered disinfectants](#).
- Prepare and use sanitizers according to label instructions.
- When changing your normal food preparation procedures, service, delivery functions, or making staffing changes, apply procedures that ensure:
  - Cooked foods reach the proper internal temperatures prior to service or cooling.
  - Hot foods are cooled rapidly for later use – check temperatures of foods being cooled in refrigerators or by rapid cooling techniques such as ice baths and cooling wands.





- The time foods being stored, displayed, or delivered are held in the danger zone (between 41°F and 135°F) is minimized.
- Proper training for food employees with new or altered duties and that they apply the training according to established procedures.
- Help customers maintain good infection control and social distancing by:
  - Requiring spacing between customers while in line for service and lines marked with Signage.
- Continue to use sanitizers and disinfectants for their designed purposes.
- Verify that your ware-washing machines are operating at the required wash and rinse temperatures and with the appropriate detergents and sanitizers.
- Remember that hot water can be used in place of chemicals to sanitize equipment and utensils in manual ware-washing machines.

### Managing Food Pick-Up and Delivery

- Observe established food safety practices for time/temp control, preventing cross contamination, cleaning hands, no sick workers, and storage of food, etc.
- Have employees wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, after blowing their nose, coughing or sneezing, or after touching high touch surfaces, e.g., doorknobs, and doorbells.
  - If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty. See, CDC's [How to Protect Yourself & Others](#).
- Increase the frequency of cleaning and disinfecting of high-touch surfaces such as counter tops and touch pads and within the vehicle, by wiping down surfaces using a regular household cleaning spray or wipe.
  - Make sure to read the label and follow manufacturer's instructions on use.
- Establish designated pick-up zones for customers to help maintain social distancing.
- Practice social distancing when delivering food, e.g., offering "no touch" deliveries.
- Conduct an evaluation of your facility to identify and apply operational changes in order to maintain social distancing if offering take-out/carry-out option by maintaining a 6-foot distance from others, when possible.
- Keep foods separated to avoid cross contamination, e.g., keeping raw foods separated from cooked and ready-to-eat foods.
- Food will be ordered from window on Grant Field side and delivered on Eggert Crossing Road side windows.
- No picnic tables will be provided for consuming food.