

2016
Field and Equipment
Maintenance Procedures

In order to maintain the best possible playing conditions for the safety of our players, keep our equipment in good condition, and provide the best possible environment for everyone, it is important to follow the following policies and procedures.

1. All player equipment, including helmets, bats, and catcher's gear are to be kept in only in the box marked "Player Equipment". Equipment is to be placed back in the box as neatly as possible after games and practices. Any dirt or mud should be removed as much as possible prior to putting back in the box. Any broken or damaged equipment shall be reported to commissioner promptly. Treat all equipment with proper care. Player equipment for Rookies and Minors at Spencer C and D shall be kept in the utility room. Spencer utility room uses restroom key.
2. All field supplies, including bases, lime and field dry mix, are to kept only in the box marked "Field Supplies". Double 1B must be placed flat at the bottom of the box.
3. Place open locks in the tray of a field box or hang on fence. Never leave locks on the ground.
4. Box lids are to be kept closed at all times! Failure to do so presents a safety hazard. In addition, keeping the lids closed protects our equipment and supplies from sudden rainfall.
5. Fields must be raked and/or dragged after use. Fill in all depressions around the bases, HP, and pitcher's plate and tamp down with rake. Never drag a wet field! If the field is wet, it must be raked only. Drag should be rolled, and not folded after use.
6. Restroom key (Spencer and Hartford) is located in tray of field box. If restrooms are locked, a head coach or assistant only may take key from box and unlock. The key must never be removed from the box by anyone other than coach or assistant and must be immediately placed back in the box after use. Teams using Hartford "A" are responsible for opening restroom upon arrival, and locking upon departure. The Spencer Park restroom shall be opened by the first team to arrive at the complex and locked by the last team to depart.
7. First aid kits and cold packs are located in the boxes. Please close kits back up prior to placing back in the box. Cold packs should only be used in the case of an injury in order to prevent or minimize swelling.
8. Police bench areas and spectator areas after games and practices and discard all trash.
9. Head coaches are ultimately responsible for ensuring that these policies and procedures are followed.