

# SOLEBURY TOWNSHIP Baseball & Softball Association



## 2024 Safety Manual



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### **Mission Statement of Solebury Baseball and Softball Association (SBSA)**

*The SBSA is a non-profit organization run by volunteers whose mission is to provide the opportunity for our community's children to learn the games of baseball and softball in a safe and friendly environment in which they can thrive.*

***"Where Kids Count More Than Runs"***

## LETTER FROM THE PRESIDENT



Dear Managers, Coaches, and Umpires:

Welcome to another fun and exciting season at the Solebury Baseball and Softball Association (SBSA) and thank you for volunteering your time!

Each year, in an effort to help ensure you understand and are able to comply with our safety standards, our Director of Safety updates and improves the League Safety Manual for your use. This is a resource for the important safety factors that every volunteer should know.

This reference guide provides you with Emergency Phone Numbers, the Accident Reporting Procedure and forms, the Weather Guidelines and Emergency Plan, reminders on First Aid Priorities, and Safety Flyers on Hydration, Asthma, and Bat Safety.

We encourage you to read the guide, and to print a copy to keep with you when you are at the fields. We also welcome any suggestions that you have to further improve safety within our league.

PLEASE NOTE: This safety manual was compiled based on many of the guidelines set forth by A Safety Awareness Program (ASAP) sponsored by Little League International, as well as feedback from our in-house program.

Some of the changes that have been made over the years to the Solebury program include:

- 5 MPH traffic signs and pedestrian crossing signs at Laurel Park
- Improved parking and traffic plan at Laurel Park
- Mandatory CPR, first aid, and safety training for managers, coaches, and board members
- Mandatory safety training and pre-game inspection of field and equipment for umpires
- Well-stocked first aid kits and AED (Automated External Defibrillator)
- Notification process for weather emergencies
- Equipment improvements
- Parents' responsibilities and code of conduct

We thank you for your participation and for helping us make Solebury Baseball and Softball as safe, instructional, and enjoyable as possible!

Regards,

Chris Sincavage, President SBSA

For questions, please contact the program at: [Soleburytwpbasesoftball@gmail.com](mailto:Soleburytwpbasesoftball@gmail.com)

## EMERGENCY PHONE NUMBERS

<b>Police/Fire Emergency:</b> 911 <b>Non-Emergency, Police:</b> 215-297-8201 <b>Non-Emergency, Fire:</b> 215-862-2692	<b>PECO:</b> 800-841-4141 <b>Doylestown Hospital:</b> 215-345-2200 <b>St. Mary's Medical Center:</b> 215-710-2000
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## SOLEBURY LITTLE LEAGUE BOARD MEMBERS

EXECUTIVE BOARD	COMMISSIONERS
<b>President:</b> Chris Sincavage	<b>Majors Commissioner:</b> Ken Bernard
<b>Vice President:</b> Doug DeAlmo	<b>Minors Commissioners:</b> Justin Lucas & James Strizki
<b>Secretary:</b> Rob Sim	<b>Rookie Commissioner:</b> Lou Persichetti
<b>Treasurer:</b> Ken Dominski	<b>Tee-Ball Commissioner:</b> Lou Persichetti
<b>Director of Umpires:</b> Joe Kellogg	<b>Travel &amp; Tournament Commissioner:</b> Josh Brinkley
<b>Director of Facilities:</b> Chris Sincavage	<b>8U Softball Commissioner:</b> Steve Blais
<b>Director of Equipment:</b> VACANT	<b>10U Softball Commissioner:</b> Steve Blais
<b>Director of Safety:</b> Ken Bernard	<b>12U Softball Commissioner:</b> VACANT

<b>Public Relations:</b> Jeanine Brinkley, Elizabeth Gabrielson, Jess Williams
<b>Web Master:</b> Jeff Matthes
<b>Concession Stand Director:</b> Kim Wilson

## SOLEBURY LITTLE LEAGUE EMAIL ADDRESS

For any questions, concerns, information, or any other business, please email:

**[soleburytwpbasesoftball@gmail.com](mailto:soleburytwpbasesoftball@gmail.com)**

All Accident Notification Forms should also be sent to this email address

## SAFETY CODE

- Responsibility for Safety procedures should be that of an adult member of SBSA.
- Managers, coaches, umpires, and board members must attend the league's safety training program.
- Managers and coaches must also attend the league's fundamentals training.
- Managers, coaches, and board members must attend the league's CPR, AED, and First Aid Training or must already be certified through his/her place of employment, etc. Documentation must be provided. First aid kits and manuals are issued to each team manager. Extra supplies can be found at the concession stand. A complete first aid kit and AED is located in the shed next to the snack stand: Access code is 3-4-3-4.
- Only players, managers, coaches, and umpires are permitted on the playing field or in the dugout during games and practice sessions. NO EXCEPTIONS!
- Responsibility for keeping bats and loose equipment off the field of play should be that of a player assigned for this purpose or the team's manager/coaches.
- During 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 be performed within the confines of the playing field or designated areas (soccer fields) and not within areas that are frequented by spectators.
- All fields must be inspected by the home team prior to game play. Common sense – look for rocks, glass, etc.
- There is no on-deck circle for any of the fields. This is official Little League policy and should be strictly enforced by all coaches and parents. Swinging bats and loitering behind the backstop during play on any field is not permitted by the home team or visitors and may result in ejection of those involved.
- Batters must wear Little League-approved protective helmets during batting practice and games.
- Softball Pitchers in divisions 10U – 15U must wear softball fielder's face mask while pitching during practices and games. League to provide two units per team.
- Softball Infielders in divisions 10U - 12U must wear softball fielder's face mask while fielding during practices and games. League to provide two units per team.
- Catcher must wear catcher's helmet, mask, throat guard, long model chest protector, shin guards, and protective cup with athletic supporter at all times for all practices and games (this includes warming up pitchers). No Exceptions!
- Coaches should encourage all male players to wear protective cups and supporters for practices and games. Due to rotation of positions, all players are encouraged to wear heart guards.
- Head-first slides are not permitted, except when runner is returning to a base.
- Player must not wear watches, rings, pins, or metallic items during games and practices. Medical alert tags are an exception.

## LEAGUE COVID-19 RESPONSIBILITIES

### COVID 19 Guidance

At the beginning of the 2024 Spring season, local and commonwealth guidelines related to COVID-19 and its variants have been eased considerably. If and when those guidelines are revised and/or reinstated by local health authorities, SBSA will adhere to them, employing the protocols established by SBSA and Little League International in 2020 and periodically amended since [see Appendix 7]. Until then, the protocols described in Appendix 7 are voluntary. However, and as always, common sense regarding any major health issue is advised and expected. Moreover, all managers, coaches, commissioners, directors, players, and parents of the SBSA will respect individuals' choices to follow these protocols even in the absence of specific government advisories.

### LITTLE LEAGUE INSURANCE

The Little League Insurance Program is designed to provide protection to all participants at the most economical cost to the local league. The Little League Player Accident Policy is an excess coverage, accident-only plan, to be used as a supplement to other insurance carried under a family policy or insurance provided by parent's employer. If there is no primary coverage, Little League insurance will provide benefits for eligible charges, up to Usual and Customary allowances for our area, after a \$50.00 deductible per claim, up to the maximum stated benefits. This plan makes it possible to offer exceptional, affordable protection with assurance to parents that adequate coverage is in force for all chartered and insured Little League approved programs and events. If your child sustains a covered injury while taking part in a scheduled Little League Baseball or Softball game or practice, here is how the insurance works:

1. The Little League Baseball and Softball accident notification form must be completed by parents (if the claimant is under 19 years of age) and a league official and forwarded directly to Little League Headquarters within 20 days after the accident. A photocopy of the form should be made and kept by the parent/claimant. Initial medical/dental treatment must be rendered within 30 days of the Little League accident.
2. Itemized bills, including description of service, date of service, procedure and diagnosis codes for medical services/supplies and/or other documentation related to a claim for benefits are to be provided within 90 days after the accident. In no event shall such proof be furnished later than 12 months from the date the initial medical expense was incurred.
3. When other insurance is present, claimant must forward copies of the Explanation of Benefits or Notice/Letter of Denial for each charge directly to Little League Headquarters, even if the charges do not exceed the deductible of the primary insurance program.
4. Policy provides benefits for eligible medical expenses incurred within 52 weeks of the accident, subject to Excess Coverage and Exclusion provisions of the plan.
5. Limited deferred medical/dental benefits may be available for necessary treatment after the 52-week time limit when:
  - Deferred medical benefits apply when necessary treatment requiring the removal of a pin/plate, applied to transfix a bone in the year of injury, or scar tissue removal, after the 52-week time limit is required. Little League insurance will pay the Reasonable Expense incurred, subject to the Policy's maximum limit of \$100,000 for any one injury to any one Insured. However, in no event will any

benefit be paid under this provision for any expenses incurred more than 24 months from the date the injury was sustained.

- If the Insured incurs Injury, to sound, natural teeth and Necessary Treatment requires treatment for that Injury be postponed to a date more than 52 weeks after the injury due to, but not limited to, the physiological changes of a growing child, the Company will pay the lesser of: (1) a maximum of \$1,500 or (2) Reasonable Expenses incurred for the deferred dental treatment. Reasonable Expenses incurred for deferred dental treatment are only covered if they are incurred on or before the Insured's 23rd birthday. Reasonable Expenses incurred for deferred root canal therapy are only covered if they are incurred within 104 weeks after the date the Injury occurs. No payment will be made for deferred treatment unless the Physician submits written certification, within 52 weeks after the accident, that the treatment must be postponed for the above stated reasons. Benefits are payable subject to the Excess Coverage and the Exclusions provisions of the Policy.

## WEATHER GUIDELINES

### Overview

*If someone is struck by lightning:*

- People struck by lightning carry no electrical charge and can be handled safely.
- Call 9-1-1 for help immediately.
- The injured person has received an electrical shock and may be burned, both where they were struck and where the electricity left their body. Check for burns in both places. Being struck by lightning can also cause nervous system damage, broken bones, and loss of hearing or eyesight.
- Give first aid. If breathing has stopped, begin rescue breathing. If the heart has stopped beating, begin CPR.

*Procedures for **ALL** coaches to follow:*

- Keep up-to-date on each day's weather updates and reports for game and practice days.
- Reliable sources for this information are: NOAA weather radio, local media, the Weather Channel, and weather.com Each provides up-to-date weather information. WeatherBug is the app Little League uses to track lightning strikes within a ten mile radius.
- Postpone/cancel all activities promptly. DO NOT wait for rain. FACT: Most people struck by lightning are not in the rain.
- Know the difference between a "watch" and a "warning."
  - **Severe thunderstorm watch:** Conditions are conducive to the development of severe thunderstorms in and close to the watch area.
  - **Severe thunderstorm warning:** A thunderstorm has actually been observed and indicated by the radar and is occurring or imminent in the warning area.

### **LIGHTNING:**

- Clear the fields immediately - all players should take shelter in vehicles.
- Wait 30 minutes before returning to play after the last sign of lightning activity in the area.
- If an SBSA board member is available, they will make the decision as to whether play can resume.
- If an SBSA board member is **not** available, a Senior Umpire will make the decision as to whether play can resume.
- If neither an SBSA board member nor a Senior Umpire is available, all head coaches must be in accordance with the agreement to return to the field in order for play to resume.

## THUNDER:

- Clear the fields immediately - all players should take shelter in vehicles.
- Wait 30 minutes before returning to play after the last audible sound of thunder in the area.
- If an SBSA board member is available, they will make the decision as to whether play can resume.
- If an SBSA board member is **not** available, a Senior Umpire will make the decision as to whether play can resume.
- If neither an SBSA board member nor a Senior Umpire is available, all head coaches must be in accordance with the agreement to return to the field in order for play to resume.

## EMERGENCY PLAN

The most important help you can provide to a victim who is seriously injured is to call for professional medical help. Make the call quickly, preferably from a cell phone near the injured person. If this is not possible, send someone else to make the call from a nearby phone. Be sure that you or another caller follows these steps:

- First dial 9-1-1
- Give the dispatcher the necessary information. Answer any questions that he or she might ask. Most dispatchers will ask for:
  - o The exact location or address of the emergency. Include the name of the city or town, nearby intersections, landmarks, etc., as well as the field name and location of the facility.
    - Laurel Park address in Solebury, PA: 6640 Laurel Road 18938 Cross-streets: Sungan and Laurel Roads. It is several blocks west of Route 263, just off of Sungan Rd.
    - New Hope-Solebury (NH-S) School Fields #4 (MS Softball) #5 (Varsity Softball) in New Hope, PA: 180 West Bridge St. 18938
  - o The telephone number from which the call is being made.
  - o The caller's name.
  - o What happened – a baseball-related accident, bicycle accident, fire, fall, etc.
  - o How many people are involved.
  - o The condition of the injured person--unconscious, chest pains, severe bleeding, etc.
  - o What help is being given--first aid, CPR, etc.
- Do not hang up until the dispatcher hangs up. The dispatcher may be able to tell you how best to care for the victim.
- Continue to care for the victim until professional help arrives.
- Appoint someone to go to the street and look for the ambulance or fire engine and flag them down if necessary. This saves valuable time. Remember, every minute counts!

**The AED is located in the shed next to the snack stand. the Access Code for the shed is 3-4-3-4**



## GOOD SAMARITAN LAWS

There are laws to protect you when you help someone in an emergency situation. The “*Good Samaritan Laws*” give legal protection to people who provide emergency care to ill or injured persons. When citizens respond to an emergency and act as a *reasonable* and *prudent* person would under the same conditions, Good Samaritan immunity generally prevails. This legal immunity protects you, as a rescuer, from being sued and found financially responsible for the victim’s injury. For example, a reasonable and prudent person would:

- Move the victim only if the victim’s life was endangered.
- Ask a conscious victim for permission before giving care.
- Check the victim for life-threatening emergencies before providing further care.
- Summon professional help by calling 911.
- **Continue to provide care until highly trained personnel arrive.**

Good Samaritan laws were developed to encourage people to help others in emergency situations. They require that the Good Samaritan use common sense and a reasonable level of skill, not to exceed the scope of the individual’s training in emergency situations. They assume each person would do his or her best to save a life or prevent further injury.

People are rarely sued for helping in an emergency. However, the existence of Good Samaritan laws does not mean that someone cannot sue. In rare cases, courts have ruled that these laws do not apply when an individual rescuer’s response was grossly or willfully negligent or reckless or when the rescuer abandoned the victim after initiating care.

## FIRST AID PRIORITIES

- **MAINTAIN LIFE SUPPORT – KNOW CPR and the ABC’S OF LIFE.**
  - o **A**irway
  - o **B**reathing
  - o **C**irculation
- **Rendering First Aid when a wound is actively bleeding:**
  - o Cover wound with sterile gauze.
  - o Apply direct pressure; if dressings become soaked with blood, apply new dressings over the old dressings.
  - o Elevate the injured part above the level of the heart if possible and if you don’t suspect a fracture.
  - o Send for medical assistance if uncontrolled.
  - o While waiting for medical assistance, you may need to apply pressure at a pressure point. For wounds of the arms or hands, pressure points are located on the inside of the wrist (radial artery – where a pulse is checked) or on the inside of the upper arm (brachial artery). For wounds of the legs, the pressure point is at the crease of the groin (femoral artery). Steps 1 and 2 should be continued with use of the pressure points.
  - o The final step to control bleeding is to apply a pressure bandage over the wound. Note the distinction between a dressing and a bandage. A dressing may be a gauze square applied directly to a wound, while a bandage, such as rolled gauze, is used to hold a dressing in place. Pressure should be used in applying the bandage. After the bandage is in place, it is important to check the pulse to make sure the circulation is not interrupted. When faced with the need to control major bleeding, it is not important that the dressings you will use are sterile. Use whatever you have at hand, and work fast! A slow pulse rate, or bluish fingertips or toes signal a bandage may be impeding circulation.

# Appendix 1

## Parents' Responsibilities and Code of Conduct

## Parents' Responsibilities & Code of Conduct

- Fill out and promptly return any paperwork, most importantly medical history.
- If your child requires an Epi-pen for allergies, a parent or guardian **MUST** remain at all practices/games should medication need to be administered.
- Players who wear eyeglasses are encouraged to wear safety glasses.
- All players should wear their own helmets (lice prevention).
- Players are encouraged to wear a mouth guard, and male players should wear a cup.
- You are asked to make every effort to bring your child to all scheduled practices and games on time.
- Please let your coach know ahead of time when your child will not be able to attend games and/or practices.
- **Softball Pitchers in divisions 10U – 15U must wear a softball fielder's face mask while pitching during practices and games. League to provide two units per team.**
- **Softball Infielders in divisions 10U – 12U must wear a softball fielder's face mask while fielding during practices and games. League to provide two units per team.**
- DO NOT interfere with coaching staff and/or umpires. If you feel an issue needs to be addressed, please wait until after game/practice is completed.
- EVERYONE should be cheering words of encouragement to all players regardless of what team they play for.
- **Speed Limit is 5 mph** in the parking lots while attending any Solebury Little League function. Watch for small children, especially around the concession stand area.
- **No alcohol** is allowed in the complex.
- **No profanity.**
- **No smoking or tobacco use of any kind, including vapes.**
- All gates to the field must remain closed at all times.
- Observe all posted signs. Players and spectators should be alert at all times for foul balls and errant throws.
- **NO ONE** under **12** years of age is ever allowed in the concession stand without a parent/guardian.
- **NO ONE** is to leave their children at the concession stand unattended. The volunteers are there to maintain the concession stand, not to watch your children.
- Only two children 12 years and older are allowed to work in concession at a time.

**Please ensure your children follow these rules while at the township/school fields** (we all need to work together to ensure the safety of everyone):

- **No swinging bats or throwing baseballs** at any time within the walkways, common areas, and concession stand area.
- **No throwing balls** against dugouts, backstops, or concession stand at any time.
- No playing in the parking lots at any time.
- No throwing rocks.
- No climbing fences.
- During games, players must remain in the dugout area in an orderly fashion at all times.
- Please ensure your child cleans up his or her trash in the dugout after a game.
- Finally, do not expect the majority of children playing Little League baseball to have strong skills. We hear all our lives that we learn from our mistakes. Let's allow them to make their mistakes, but always be there with positive support to lift their spirits.

**Failure to comply with any of the above may result in expulsion from Laurel Park or NH-S School Fields.**

# Appendix 2

## Accident Notification Form

## **SBSA Little League Accident Notification Form**

- Little League International provides a two-page accident notification form for download and completion, which can be found at the following location:

<https://www.littleleague.org/downloads/accident-claim-form/>

- In addition, copies are in the concession stand and available for all coaches.
- Each on-field incident should be reported to the SBSA Director of Safety via this form, completed by the coach responsible and on-site at the time of the incident.
- All Accident Notification Forms should also be sent to: **soleburytwpbasesballsoftball@gmail.com**

# Appendix 3

## Volunteer Information and Applications

## Volunteer Information and Applications

- There are two separate, mandatory application requirements for anyone volunteering in any capacity.
- Little League International application form must be completed, and it can be downloaded directly from their website:

[Forms and Publications - Little League](#)

- The Commonwealth of Pennsylvania's clearance requirements for all youth volunteers:

- **PA CHILD WELFARE (DHS) CLEARANCE online form:**

<https://www.compass.state.pa.us/cwis/public/home>

- Click on "CREATE A NEW ACCOUNT" and follow the instructions.
- Pay with credit card.

- **PA STATE POLICE CLEARANCE online form:**

[Pennsylvania Access To Criminal History - Home \(pa.gov\)](#)

- Click on the yellow box for New Record Check (Volunteers Only) and follow the instructions.
- Pay with credit card.

- **FBI IDENTOGO FINGERPRINTING SERVICE online form:**

[IdentoGO](#)

- Complete the information requested.
- Pay with credit card.
- The nearest IdentoGO site is located at:  
Bucks County Intermediate Unit 22  
705 N Shady Retreat Rd  
Doylestown, PA 18901-2507

### **PLEASE NOTE:**

- Little League has issued the following statement with respect to Background checks – these are required each year using the current form available on their website:
- "All local Little Leagues are required to conduct background checks on managers, coaches, board of directors members, and any other persons, volunteers, or hired workers, who provide regular service to the league and/or have repetitive access to, or contact with, players or teams. Individuals are also required to complete and submit a Little League Volunteer Application to their local league."

- Detailed clearance information can be found on "The Kids Safe" website at the link below:

[Keep Kids Safe \(pa.gov\)](#)

- *All certifications must be turned in prior to assuming duties as a coach or volunteer.*

# Appendix 4

## Preseason Coaches' Clinic Information



# Pre-Season Safety & Coaches' Clinics

## Schedule

The Solebury Baseball and Softball Program's clinics will be on March 16 (Primary) or April 2 (Backup).

1. The Safety Clinic will begin at 9:00 AM at the Laurel Field Snack Stand. At least one coach/manager from each team is required to attend.
2. The Field Maintenance Clinic and game preparation introduction/instruction will immediately follow the Safety Clinic at Laurel Field. At least one coach/manager from each team is required to attend.
3. The Coaches' Clinic will immediately follow the Field Maintenance Clinic at Laurel Field, breaking out by Division at each Division's respective field for basic fundamental training on play, rules, and equipment use.

### **The Safety Clinic will discuss the following topics**

1. League rules for Coaches' First Aid and CPR/AED certifications (see next page) and location of field AED
2. Location and use of Accident Occurrence Form and first aid kits
3. Location, proper use, and reordering process for ice packs
4. League rules regarding on-deck batters, heart guards, softball face mask, helmet inserts, and other protective equipment.
5. League rules for catcher equipment, sliding, and hit batsmen
6. League rules and procedures for thunder and lightning
7. League app Sports Connect/GameChanger do's and don'ts
8. League COVID-19 policies and procedures

### **The Field Maintenance Clinic will discuss the following topics**

1. Demonstration of tarp set up/installation and use, and unique field maintenance for respective fields
2. League rules for use of tractor, infield maintenance, and drying agents
3. Demonstration and explanation of league rules regarding proper field raking
4. Explanation of league requirements for the trash receptacles, grill, and for field conditions after games

### **The Coaches' Clinic will discuss the following topics**

Coaches will be instructed on information unique to each individual league bracket including:

1. TEE BALL – Packets to be given out with drills and instructions from Little League International and unique field maintenance
2. ROOKIE – Field set up and reinforcement of acceptable conduct with umpires.
3. MINORS – Field set up and reinforcement of acceptable conduct with umpires.
4. MAJORS - Score board set up/installation and use, and unique field maintenance. Reinforcement of acceptable conduct with umpires.
5. SOFTBALL - Demonstration of tarp set up/installation and use, and unique field maintenance. Reinforcement of acceptable conduct with umpires.



# American Red Cross

## American Red Cross First Aid/CPR/AED Training

**At least one coach/manager from each team is required to hold a current certification.**

**First Aid/CPR & AED certification will be online or equivalent using link below:**

[Adult, Child and Baby First Aid/CPR/AED Online \(redcross.org\)](https://www.redcross.org)

### **Adult, Child and Baby First Aid/CPR/AED Online**

#### **Course description:**

This course does not meet OSHA requirements for workplace certification. Many workplaces require training delivered by an instructor to meet OSHA requirements and do not accept certificates of completion from an online-only course. If you are seeking a certificate that meets OSHA requirements, enroll in our Adult and Pediatric First Aid/CPR/AED Blended Learning Course or Instructor-Led Training Course. This online course will prepare you to recognize and care for emergencies. The course features award-winning simulation learning, an interactive experience where you will respond to real-world emergencies in a virtual setting to help prepare you to recognize and respond to a variety of first aid, breathing, and cardiac emergencies involving adults, children, and infants. This course requires a PC or tablet with a high-speed Internet connection. This course is not supported on smartphones. This course does not work with Internet Explorer.



#### Online

- Work at your own pace
- Engaging and Interactive courses
- Start taking your course immediately
- Course access after completion

Course Length: approximately 2 hours 45 minutes to complete the course

# Appendix 5

## Safety Information

# SAFETY HIGHLIGHTS 2024

## CPR/AED Training

- At least one coach from each team in attendance is required to be currently certified - see Appendix 4 for online course

## Volunteer Background Checks

Any coach, assistant, and volunteer must have submitted their Volunteer Application/Criminal Background check/Fingerprinting, etc., to Division Commissioner or online submission.

## Field Safety

- Only players, managers, coaches, and umpires are permitted on the playing field or in the dugout during games and practice sessions. No exceptions!
- There is NO on-deck circle for any of the fields. This is official Little League policy and should be strictly enforced by all coaches and parents.

## Player Safety

- Catchers must wear a catcher's helmet, mask, throat guard, long model chest protector, shin guards, and protective cup with athletic supporter at all times including practices and games. This includes warming up pitchers.
- Softball Pitchers in divisions 10U – 15U must wear softball fielders' face mask while pitching during practices and games. League to provide two units per team.
- Softball Infielders in divisions 10U - 12U must wear softball fielders' face mask while fielding during practices and games. League to provide two units per team.
- It is strongly recommended that every player, because of changing positions and potential to pitch (including pitching position in robo ball), wear a chest guard. Robo ball "pitchers" should wear a helmet.
- It is strongly recommended that all baseball pitchers wear hat inserts for skull protection beginning at the Minor's level.
- Follow pitch counts as outlined by Little League International.
- No child is to be left unattended at a practice or a game. As a coach/assistant, it is your job to make sure that each child leaves practices/games with a parent/guardian.

## Accident Reporting

The most important assistance you can provide is to call for professional help if a child, coach, umpire, manager, or volunteer is injured. Make the call quickly and follow these steps:

- Dial 9-1-1
- Give the dispatcher the necessary information including the nature of injury, child's age, and history of any medical illness
- Know the location!
  - Laurel Park Address: 6640 Laurel Road, New Hope, PA  
Crossroads are Sugan and Laurel Roads just off Route 263
  - New Hope Solebury High School Fields: 180 West Bridge Street, New Hope, PA

## **First Aid Kits and AED**

- Make sure you always have a first aid kit, safety manual, medical release forms, and communications at all practices and games.
- Always maintain your first aid kits. Should you use any supplies, please replace them immediately from extra supplies located in the concession stand or contact the Safety Director to do so.
- A complete first aid kit and AED is also located in the shed next to the snack stand. Ensure you know this combination: **3-4-3-4**

## **Filing an Accident Report**

### **What to Report**

- An incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid must be reported on the Accident Notification Form and then given to the Director of Parks and Recreation (Dudley Rice). The forms can be found near the first aid equipment in the snack stand. Please note that this includes even passive treatments such as the evaluation and diagnosis of the extent of the injury and periods of rest.

### **When to Report**

- All incidents should be reported within 24 hours but ideally immediately. The Director (Dudley Rice) will then contact the parents of injured, injured party, or the Director of Safety (Ken Bernard) within 24 hours.

### **How to Make the Report**

- Reports incidents by using the Accident Notification Form.
- At a minimum the following must be provided:
  - Name and phone number of individual involved
  - Date, time, and location of incident
  - Detailed description of incident
  - Estimation of the extent of injury
  - Name and phone number of person reporting the incident

### **Player's Medical History and Allergies**

Familiarize yourself with the medical history of each player, taking note of any chronic medical condition such as asthma or any allergies such as bee stings, as well as eyeglasses, contact lenses, etc.

Stay abreast of any changes to the latest COVID protocols.

### **Little League Accident Insurance Claim Forms and Information**

[Forms and Publications - Little League](#)

# Appendix 6

## Approved Bats

## Little League Approved Bats for 2024

Little League International constantly monitors and assesses the safety of bats and has assembled an online resource page dedicated to baseball/softball bat information. Access this resource via the link below to find the latest bat information, including the current Little League Baseball rules and regulations governing bats, definition of terms, the moratorium on the use of composite bats, and a series of frequently asked questions, with answers and licensed bat lists. **SBSA strictly follows the bat guidelines established by Little League International for both baseball and softball.**

<https://www.littleleague.org/playing-rules/bat-information/>

# Appendix 7

## COVID-19 Guidance and Protocols



### **Wash Your Hands Often**

- Wash your hands often with soap and water for at least 20 seconds, or about the time it takes to recite the Little League Pledge twice, especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60 percent alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth.
- Players are encouraged to bring their own hand sanitizer for personal use. Hand sanitizer should be placed in all common areas off-field for easy use.

### **Cover Your Mouth and Nose with a Cloth Face Covering When Around Others**

- You could spread COVID-19 to others even if you do not feel sick.
- Everyone should wear a cloth face covering when they have to go out in public, for example in public areas around the fields and parks.
- Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.
- The cloth face covering is meant to protect other people in case you are infected.
- Continue to keep six feet between yourself and others. The cloth face covering is not a substitute for social distancing.

### **Cover Coughs and Sneezes**

- If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw used tissues in the trash immediately.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60 percent alcohol.

### **Social Distancing**

- All players, coaches, volunteers, independent contractors, and spectators should practice social distancing of six feet wherever possible from individuals not residing within their household, especially in common areas. For situations when players are engaging in the sports activity, see On-Field Guidance below for more information.
- Avoid close contact with people who are sick.
- Stay home as much as possible.

### **Self-Monitoring and Quarantine**

- All individuals should measure their body temperature to ensure that no fever is present prior to participating or attending each Little League activity. Anyone with symptoms of fever, cough, or worsening respiratory symptoms, or any known exposure to a person with COVID-19 should not attend any Little League activity until cleared by a medical professional.
- Any individual, including players, at risk for severe illness or with serious underlying medical or respiratory condition, should only attend Little League activities with permission from a medical professional.

### **Healthy Practices**

- All players and coaches should practice good general health habits, including maintenance of adequate hydration, consumption of a varied, vitamin-rich diet with sufficient vegetables and fruits, and getting adequate sleep.

## **No Handshakes/Personal Contact Celebrations**

- Players and coaches should take measures to prevent all but the essential contact necessary to play the game. This should include refraining from handshakes, high fives, fist/elbow bumps, chest bumps, group celebrations, etc. Little League International suggests lining up outside the dugout and tipping caps to the opposing team as a sign of good sportsmanship after a game.
- Players and families should vacate the field/facility as soon as is reasonably possible after the conclusion of their game to minimize unnecessary contact with players, coaches, and spectators from the next game, ideally within 15 minutes.

## **Drinks and Snacks**

- Athletes, managers/coaches, and umpires should bring their own personal drinks to all team activities. Drinks should be labeled with the person's name.
- Individuals should take their own drink containers home each night for cleaning and sanitation or use single-use bottles.
- There should be no use of shared or team beverages.
- Teams should not share any snacks or food. Players should bring individual, pre-packaged food, if needed.

## **Personal Protective Equipment (PPE)**

- All managers/coaches, volunteers, umpires, etc., should wear PPE whenever applicable and possible, such as cloth face coverings.
- Players should wear cloth face coverings when in close contact areas and in places where recommended social distancing is challenging or not feasible, such as in dugouts.
- Players should not wear protective medical gloves on the field during game play.
- Players, especially at younger divisions, are not required to wear a cloth face covering while on the field during game play.
- Players will be permitted to wear a cloth face covering on the field during game play, if physically able to do so, based on any directive of a medical provider or individual determination of the player/parent/guardian.
- Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.

## **Dugouts**

- Managers/coaches and players should be assigned spots in the dugout or on the bleachers so that they are at least six feet apart and must be placed behind a fence.
- Players are to stay at their assigned spots when on the bench or while waiting their turn to bat.
- Players and managers/coaches should wear a cloth face covering while in the dugout.

## **Player Equipment**

- No personal player bat bags/equipment bags should be allowed in the dugout. Player equipment should be spaced accordingly outside the dugout to prevent direct contact.
- Players should have their own individual batter's helmet, glove, bat, and catcher's equipment.
- Measures should be enacted to avoid, or minimize, equipment sharing when feasible.
- Some critical equipment may not be able to be obtained by every individual. When it is necessary to share critical or limited equipment, all surfaces of each piece of shared equipment must be cleaned first and then disinfected with an EPA-approved disinfectant against COVID-19 and allowed sufficient time to dry before being used by a new player. Increased attention should be paid to detailed cleaning of all equipment directly contacting the head and face (catcher's mask, helmets).
- Players should not share towels, clothing, or other items that they may use to wipe their face or hands.
- Player's equipment (e.g. bags, helmets, bats, gloves, etc.) should be cleaned and disinfected after each use by a parent/guardian/caretaker, where applicable.

- Individuals disinfecting equipment are encouraged to use gloves while using disinfectants and follow the manufacturer's directions for use. All disinfectants should be stored properly, in a safe area, out of reach of children.

### **Baseballs and Softballs**

- Baseballs and softballs should be rotated through on a regular basis, at least every two innings, to limit individual contact.
- Umpires should limit their contact with the ball, and catchers should retrieve foul balls and passed balls where possible.
- Balls used in infield/outfield warm-up should be isolated from a shared ball container.
- Foul balls landing outside the field of play should be retrieved by participating players, coaches, and umpires. No spectators should retrieve the ball.

### **Spitting, Sunflower Seeds, Gum, etc.**

- Sunflower seeds, gum, etc., should not be allowed in dugouts or on the playing field.
- All players and coaches are to refrain from spitting at all times, including in dugout areas and on the playing field.

### **Pre-Game Plate Meetings**

- If possible, plate meetings should be eliminated.
- Social distancing of six feet between individuals should be implemented during all pre-game plate meetings between teams and umpires.
- Plate meetings should only consist of one manager or coach from each team, and game umpires.
- All participants should wear a cloth face covering.
- No players should ever be a part of plate meetings.

### **Equipment Inspection**

- Players should place their individual equipment in a well-spaced out manner for inspection. Umpires should avoid direct contact with equipment where possible but, when required, use hand sanitizer that contains at least 60 percent alcohol after the inspection of each individual piece of equipment. Make sure bad equipment is destroyed and removed from the premises.

### **Limit League/Game Volunteers**

- For each game, there should only be the required team managers/coaches, umpires, and one (1) league administrator (i.e. Safety Officer, player agent, etc.) in attendance.
- Practices should be limited to the managers/coaches and players.
- Scorekeeping should be done by team coaches or team parent/guardian via GameChanger. Proper social distancing should be practiced.
- Press boxes should not be utilized unless there is ample room for social distancing to occur within them.

### **Field Preparation and Maintenance**

- Fields should be mowed, raked, and lined prior to teams and spectators arriving at the complex and after they depart. It is encouraged that volunteers already participating in the game (managers/coaches, umpires, and league administrator) perform these tasks to limit individuals at the site.
- It is recommended that any shared field preparation equipment be sprayed or wiped with cleaner and disinfectant before and after each use.

## **Umpire Placement**

- Umpires are permitted to be placed behind the pitcher’s mound/circle to call balls and strikes. Umpires are encouraged to keep a safe distance from players as much as possible.
- If physically able, umpires are encouraged to wear cloth face coverings while umpiring.

## **Facility, Fan, and Administrative Guidance**

- All spectators should follow best social distancing practices — stay six feet away from individuals outside their household; wear a cloth face covering; avoid direct hand or other contact with players/managers/coaches during play.
- The League may choose to minimize the exposure risk to spectators by limiting attendance to only essential volunteers and limited family members.
- Spectators should bring their own seating or portable chairs when possible.
- A spectator with any of the following conditions should not attend a practice or game until evaluated by a medical provider and given clearance to do so:
  - Active COVID-19 infection
  - Known direct contact with an individual testing positive for COVID-19
  - Fever
  - Cough
- Those at higher risk for severe disease should consider consultation with their medical provider before attending a game and should ensure the strictest adherence to guidelines regarding face coverings, distancing, and handwashing. Such groups include:
  - Those with a serious underlying medical condition, including heart disease, morbid obesity, diabetes, lung disease, immunocompromised, chronic kidney disease, and chronic lung disease
  - Those currently residing in a nursing home or long-term care facility
  - Those over 65

## **Public Restrooms**

- Communicate information on available facilities and policies to all parents prior to resuming or beginning the season.
- Access to public restrooms should be limited if possible.
- A “one-in, one-out” policy, where only one individual is permitted within the restroom at one time, should be implemented to ensure adequate distancing in the confined restroom space.
- Prior to and after any league activity, restrooms should be thoroughly cleaned and disinfected. Restrooms should be disinfected on a regular basis.
- Public water fountains or refillable water stations should not be used, and should be turned off to discourage use, if possible.

## **Concession Stands**

- The League should follow local and/or state guidance when considering operating food or concession sales.
- If the League opts to operate food and/or concession sales, it should also review and understand the CDC’s guidelines.
- If the league does not operate a concession stand, families are encouraged to bring their own food/beverages.

## **Little League COVID 19 Pandemic Mitigation link**

[Navigating the Pandemic - Little League](#)