

# NORTH MISSION VIEJO LITTLE LEAGUE

## SAFETY PLAN

### 2024

League Safety Office  
David Shank  
Cell: 949-413-7682

LEAGUE ID: 405-55-07



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## 1. Safety Officer

Safety Officer – David Shank 949-413-7682 – Email [Safety@nmvll.org](mailto:Safety@nmvll.org)

The Main responsibility of a League Safety Officer is to review and implement the league's safety program. North Mission Viejo Little League has a dedicated safety office position on the Board of Directors. The responsibilities include:

- Coordinate all safety activities
- Review and update Safety Plan as needed & complete Facilities Survey annually
- Maintain safety in and through practices and games
- Solicit suggestions for making conditions safer for all
- Strive to provide a safe and healthy environment for all
- Prepare a "Safety Officer" of the day schedule for each day of Little League plan
- Obtain written accident report within 24 hours and report to DSO within 48 hours
- Process insurance claim forms in timely manner and turn into District for processing within one week from accident
- Safety Plan will be submitted and reviewed by District Safety Officer
- Provide continuous safety messages via email, meetings, field postings

The following may help in carrying out the assigned duties:

- Spot checks should be made at practices and games to be sure reasonable precautions are taken and assist whenever possible with advice and encouragement.
- At the playing field, the Safety Officer's first duty is to insure first aid facilities are available and emergency arrangements have been made for an ambulance or doctor.

- The Safety Officer's next obligation is to advise and follow up on the control of unsafe conditions. These will be brought to light by the adults in charge of making a preliminary inspection of the field and being continually on the lookout for situations that might cause accidents. Since it would not only be impossible, but an invitation to "buck passing" for a Safety Officer to keep a degree of control over accident exposures along, such efforts will be effective only when that officer and league president have convinced fellow volunteer workers that safety should be a primary consideration in whatever they are doing.
- In addition to the Safety Officer's advising on the control of unsafe conditions throughout the season, it is a specific responsibility to follow up on procedures and methods of instruction that will help control the human elements that may be the cause of accidents. Here again, the work must be done through existing lines of authority in the organization to make accident-prevention a matter of league policy rather than an after-thought on a hit-or-miss basis.

#### a. Safety Officer of the Day – Information

The 2024 NMVLL Safety Officer of the Day shift schedule for all Board Members to serve as the daily field "safety officer". As you know, NMVLL is required to staff an on-site safety officer each day there are games in our fields. The duties include overall safety supervision on the fields, in the board room, batting cages, SnackBar, bathrooms, bleachers, storage sheds, electric golf carts, and all other common areas. If your shift includes "closing" it is your responsibility to stay until the SnackBar has been cleaned and assist in locking the facility. Escorting the volunteer personnel to their vehicles is also recommended. You are the league's representative regarding all safety matters and all law, city ordinance, and league rules enforcement. Should you require assistance, you should ask other Board Members or call the Sheriff's Department for assistance.

Additionally, you will be required to write your cell phone number down on the sign-in board at the snack bar and keep you cell phone with you during your shift so you can remain in constant contact with the snack bar supervisor. **Please find the Sign-in sheet in the Safety Binder and sign in, then you should introduce yourself to the snack bar supervisor at the start of each shift and to the managers of any games being played during your shift.** You should also be aware that ice packs are stored on the wire rack as you walk into the snack bar on the right side. Replacement cold packs for the first aid kits are stored up in the board room, make sure that either you or the supervisor has a key to access them. Should **ANY** injury and/or near miss occur during your shift, you are required to ensure that the manager of that completes the accident form. Some of those forms are in the same 3-ring binder that you will initially sign your name in upon arriving for your shift. However, all managers are supposed to have blank reports as well. For near misses, please make notation on the report and explain the situation in detail. The binder is located on the shelf just inside the doors of the lower level of the snack bar building (usually next to the scorebooks) and is labeled accordingly. **You are also entitled to a free hotdog or hamburger and soda for each shift you work.**

Highlights of your other duties include, but are not limited to, making routine rounds of all NMVLL fields to check on field playing and safety conditions (you have the authority to delay or stop any game that you feel has a safety problem); making sure field lights turn on, this should be automatic; policing children to stay out of the drainage ditch, off the roofs of the storage sheds and dugouts, supervising the safe operation of the electric carts, completing league accident forms and giving parents the accident insurance form to complete, as necessary (they are in the Safety Book); periodically check the restrooms and generally ensuring the safety of all players

and attendees to our field facilities. Field and building safety concerns are to be forwarded to [fields@nmvll.org](mailto:fields@nmvll.org). Safety questions should be directed to the Safety Officer.

The work shifts are your responsibility. You may trade with another Board Member, but you are responsible to see your replacement works your shift and update the calendar of the replacement. Failure for us to comply with District safety requirements will result in NMVLL paying higher insurance rates and could jeopardize our Little League Charter and participation in TOC.

Sincerely,  
David Shank  
NMVLL Safety Officer  
Cell: 949-413-7682  
Email: [safety@nmvll.org](mailto:safety@nmvll.org)

#### b. Safety Officer of the Day – Duties

- Sign in (log in the book)
- Let snack bar workers know who you are and leave cell number on dry erase board in the snack bar
- Go to each field and check that managers/coaches performed a safety inspection of both fields and equipment
- Discuss with managers the possibility of games being called due to darkness
- Ensure field lights, including the cages, come on each night
- Check into all accidents/incidents that occur during your shift
- Make sure the Accident Report Form is filled out completely
- Report all accidents/incidents that may occur during your shift to the Safety Officer
- Stay with the snack bar personnel until closing. You are responsible for locking up the building and equipment shed.
- Make sure field lights are turned off when leaving
- Report any near misses to the NMVLL Safety Officer to use as educational tools possible changes in policies or procedures.
- Remember, safety is everyone's job. Prevention is the key to reducing accidents to a minimum. Report all hazardous conditions to the Safety Officer or another Board Member immediately. Don't play on a field that is not safe or with unsafe playing equipment. Be sure your players and children are always fully equipped, especially catchers and batters. Please remember to check your team's equipment often.

#### c. Objectives

- Safety to and from the field. Request all people watch speed and flow of traffic around the facilities parking lot and city streets.
- Practice and playing fields are safe (forms in safety binder to report inadequate field conditions).
- Protective equipment is available and in good condition (forms in safety binder for equipment replacement).

All equipment is inspected by Mark Johnson, Equipment Manager, prior to the start of the season. Any old equipment is destroyed, and new equipment purchases are determined based on needs at each level.

- First aid and emergency treatment preparedness
- Timely reporting of all accidents, injuries and unsafe conditions (within 48 hours)
- Safety for all volunteers and spectators

## 2. Distribute Copies of Safety Plan to All Board Members, Managers, Coaches and Volunteers

- Copies were given away at the time Equipment Check out along with First Aid Kits.
- There will also be a copy in the Safety Book/Binder located at the Snack Bar.

## 3. Emergency Contact Information for all Board Members

Name	E-mail Address	Job Title
Stephanie Shank	<a href="mailto:president@nmvll.org">president@nmvll.org</a>	President
Mark Johnson	<a href="mailto:lvicepresident@nmvll.org">lvicepresident@nmvll.org</a>	Vice President
Bree Tsukada	<a href="mailto:auxiliarypresident@nmvll.org">auxiliarypresident@nmvll.org</a>	Auxiliary President
Sara Treadway	<a href="mailto:treasurer@nmvll.org">treasurer@nmvll.org</a>	Treasurer
Karisa Diephouse	<a href="mailto:secretary@nmvll.org">secretary@nmvll.org</a>	Secretary
Jason Oster	<a href="mailto:llplayeragent@nmvll.org">llplayeragent@nmvll.org</a>	Player Agent
Jeff Corrao	<a href="mailto:chiefumpire@nmvll.org">chiefumpire@nmvll.org</a>	Chief Umpire
Dave Gammoh	<a href="mailto:chiefyouthumpire@nmvll.org">chiefyouthumpire@nmvll.org</a>	Chief Youth Umpire
Frank Sanchez	<a href="mailto:juniorsrep@nmvll.org">juniorsrep@nmvll.org</a>	Juniors Rep
Ryan Bramwell	<a href="mailto:majorrep@nmvll.org">majorrep@nmvll.org</a>	Majors Rep
Matt Muscolo	<a href="mailto:aaarep@nmvll.org">aaarep@nmvll.org</a>	AAA Rep
Mike Boyd	<a href="mailto:aarep@nmvll.org">aarep@nmvll.org</a>	AA Rep
George Blair	<a href="mailto:arep@nmvll.org">arep@nmvll.org</a>	A Rep
Ben Kindreich	<a href="mailto:tballrep@nmvll.org">tballrep@nmvll.org</a>	T-Ball/CP Rep
Ryan Zacche	<a href="mailto:fields@nmvll.org">fields@nmvll.org</a>	Fields & Maintenance
Zues Leiva	<a href="mailto:equipment@nmvll.org">equipment@nmvll.org</a>	Equipment & Buildings
Jeremy Zweig	<a href="mailto:sponsorships@nmvll.org">sponsorships@nmvll.org</a>	Sponsorships
Strike Zone	<a href="mailto:strikezone@nmvll.org">strikezone@nmvll.org</a>	Strike Zone
JC Zagarra	<a href="mailto:registration@nmvll.org">registration@nmvll.org</a>	Registration
Claudia Lopez and Michelle Watts	<a href="mailto:snackbar@nmvll.org">snackbar@nmvll.org</a>	Snack Bar Coordinator
JC Zagarra	<a href="mailto:info@nmvll.org">info@nmvll.org</a>	Information Officer
Stephanie Shank	<a href="mailto:uniforms@nmvll.org">uniforms@nmvll.org</a>	Uniforms
David Shank	<a href="mailto:safety@nmvll.org">safety@nmvll.org</a>	Safety Officer
David Avalos	<a href="mailto:fallball@nmvll.org">fallball@nmvll.org</a>	Fall Ball Coordinator

Brandon Weddle	<a href="mailto:marketing@nmvll.org">marketing@nmvll.org</a>	Marketing
Mike Casey	<a href="mailto:scorekeeping@nmvll.org">scorekeeping@nmvll.org</a>	Scorekeeping
Sean Martin	<a href="mailto:scheduling@nmvll.org">scheduling@nmvll.org</a>	Scheduling
Darron Ohlwiler		Member at Large

2024 NMVLL  
Board of Directors  
League Line: 949.235.1905  
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P.O. Box 403, Mission Viejo, CA 92692  
Website: [www.nmvll.org](http://www.nmvll.org)

California Little League – District 68  
P.O. Box 3025 Mission Viejo CA 92690  
District Administrator – Ezio Petrella  
Email: [epetrella@district68.com](mailto:epetrella@district68.com) Website: [www.district68.com](http://www.district68.com)

## 4. Volunteer Applications and Sexual Abuse Requirements

### a. Background Checks

In keeping with the Little League requirements, we will have manager, coaches, board members, and any other persons, volunteers or hired workers, who provide regular services to the League and/or have repetitive access to or contact with players or teams fill out a Volunteer Application as well get a background check according to state and local rules and regulations. Please see the NMVLL Safety or Information Officer for more information.

### b. Verification of Applications

We will perform a search of appropriate statewide/governmental verification of the sex offender registry on all **applicable** volunteers. All volunteers who work near kids must have a background check – this includes any person who is a board member, managers/coaches, umpires, snack bar people, team parents, or any volunteer who has 3 or more volunteer shifts during a season.

Little League International (LLI) uses JD Palatine (JDP) as their authorized provider for conducting volunteer background checks. Under the agreement with JDP, LLI has included criminal and child abuse/sexual crimes against children convictions in a nationwide search criteria. Also included in the LLI commissioned search, each name is checked through the US Center For Safesport and the LLI list for banned individuals.

California AB506 requires a fingerprint check for youth sports volunteers (effective 1/1/22). The LLI/JDP system is a name-based search. LLI/JDP does not satisfy CA AB506. The option is for leagues to utilize the California Department of Justice criminal database for their background checks. Leagues can register and select a custodian of records to complete the process. To satisfy both CA law and LLI requirements, CA DOJ and FBI records should

be checked. This can be done through the CA DOJ search system.

There are additional checks to be done, though. US Center For Safesport website is accessible and requires nothing more than entering an individual's name in a search. The downside is that each name has to be entered one at a time. There does not appear to be an option for entering a list of names. But this site is publicly accessible – for free. Below is the link for US Safesport website.

<https://uscenterforsafesport.org/response-and-resolution/centralized-disciplinary-database/>

The LL list of banned individuals is not publicly accessible.

**PLEASE SEE THE LEAGUE PRESIDENT OR SAFETY OFFICER FOR MORE DETAILS REGARDING VOLUNTEER BACKGROUND CHECKS.**

### c. 2024 North Mission Viejo Little League Volunteer Application

All NMVLL volunteers must fill out an application online through the Sports Engine website at <https://nmvll.sportngin.com/register/form/368352345>

Welcome

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2022 VOLUNTEER FORM

We first want to thank you for your time and commitment to our league. Without volunteers such as yourself we would not be able to operate the league and provide the memorable experiences Little League Baseball provides. We truly couldn't do it without you!

The following form is mandated by Little League International and is exactly the same information they request on their paper form.

We assure you that we very strictly limit and monitor the access to the information in this form to only those league officials who process the background checks and will keep all information provided with the strictest confidentiality.

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QUESTIONS

Please direct questions to: [info@nmvll.org](mailto:info@nmvll.org)

Additionally, the 2024 Little League Volunteer Application can be found here: <https://www.littleleague.org/downloads/volunteer-application/>



## Little League® Volunteer Application – 2024

Do not use forms from past years. Use extra paper to complete if additional space is required.

**This volunteer application should only be used if a league is manually entering information into JDP or an outside background check provider that meets the standards of Little League Regulations 1(c)9. THIS FORM SHOULD NOT BE COMPLETED IF A LEAGUE IS UTILIZING THE JDP QUICKAPP. Visit [LittleLeague.org/LocalBGcheck](http://LittleLeague.org/LocalBGcheck) for more information.**

**A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.**

**All RED fields are required.**

Name \_\_\_\_\_ Date \_\_\_\_\_  
First Middle Name or Initial Last

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Social Security # (mandatory)** \_\_\_\_\_

Cell Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

Home Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

Special professional training, skills, hobbies: \_\_\_\_\_

Community affiliations (Clubs, Service Organizations, etc.): \_\_\_\_\_

Previous volunteer experience (including baseball/softball and year): \_\_\_\_\_

1. Do you have children in the program?  Yes  No  
 If yes, list full name and what level? \_\_\_\_\_

2. Special Certification (CPR, Medical, etc.)? If yes, list: \_\_\_\_\_  Yes  No

3. Do you have a valid driver's license?  Yes  No  
 Driver's License#: \_\_\_\_\_ State \_\_\_\_\_

4. Have you ever been charged with, convicted of, plead no contest, or guilty to any crime(s) involving or against a minor, or of a sexual nature?  Yes  No  
 If yes, describe each in full: \_\_\_\_\_  
(If volunteer answered yes to Question 4, the local league must contact Little League International.)

5. Have you ever been convicted of or plead no contest or guilty to any crime(s)?  Yes  No  
 If yes, describe each in full: \_\_\_\_\_  
(Answering yes to Question 5, does not automatically disqualify you as a volunteer.)

6. Do you have any criminal charges pending against you regarding any crime(s)?  Yes  No  
 If yes, describe each in full: \_\_\_\_\_  
(Answering yes to Question 6, does not automatically disqualify you as a volunteer.)

7. Have you ever been refused participation in any other youth programs and/or listed on any youth organization ineligible list?  Yes  No  
 If yes, explain: \_\_\_\_\_  
(If volunteer answered yes to Question 7, the local league must contact Little League International.)

In which of the following would you like to participate? (Check one or more.)

League Official  Umpire  Manager  Concession Stand  
 Coach  Field Maintenance  Scorekeeper  Other \_\_\_\_\_

Please list three references, at least one of which has knowledge of your participation as a volunteer in a youth program:

**Name/Phone**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

IF YOU LIVE IN A STATE THAT REQUIRES A SEPARATE BACKGROUND CHECK BY LAW, PLEASE ATTACH A COPY OF THAT STATE'S BACKGROUND CHECK. FOR MORE INFORMATION ON STATE LAWS, VISIT OUR WEBSITE: [LittleLeague.org/BgStateLaws](http://LittleLeague.org/BgStateLaws)

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background check(s) on me now and as long as I continue to be active with the organization, which may include a review of sex offender registries (some of which contain name only searches which may result in a report being generated that may or may not be me), child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the local Little League, Little League Baseball, Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, Little League is not obligated to appoint me to a volunteer position. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the President and removal by the Board of Directors for violation of Little League policies or principles.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

If Minor/Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Name (please print or type) \_\_\_\_\_

NOTE: The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.

**LOCAL LEAGUE USE ONLY:**

Background check completed by league officer \_\_\_\_\_ on \_\_\_\_\_

System(s) used for background check (minimum of one must be checked):

JDP (Includes review of the U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible/Suspended List)\*

**OR**

National Criminal Database check  U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible/Suspended List

National Sex Offender Registry

\*Please be advised that if you use JDP and there is a name match in the few states where only name match searches can be performed you should notify volunteers that they will receive a letter or email directly from JDP in compliance with the Fair Credit Reporting Act containing information regarding all the criminal records associated with the name, which may not necessarily be the league volunteer.

**Only attach to this application copies of background check reports that reveal convictions of this application.**

Proof of completion of Abuse Awareness Training for Adults provided to league

Last Updated: 10/25/23

## 5. Implementation/Education Compliance

Our goal to accomplish these will be through the following guidelines:

- Safety awareness training. All Managers, Coaches and Board Member in attendance.
- Handouts include the following:
  - Ten Commandments of Safety
  - Safety Code for Little League
  - Important do's and don'ts for Managers and Coaches
  - District 68 Safety Inspection Form
  - Accident reporting requirements & District 68 Safety/Injury Report

- First aid procedures & first aid kit contents
- All coaches, managers, league officers and all elected members will be required to complete the Volunteer Application as listed above in Item #4.
- All coaches and managers will have available an updated safety plan for review and enforcement. Managers are asked to review the plan sent to them and provide a signed sheet acknowledging the plan has been reviewed. **All managers are always required to carry a safety plan with them.**
- The League will allocate a minimum annual budget of \$2,000 for safety.
- Managers/Coaches are to complete first aid training annually, attend “Baseball Fundamentals Field Training”, returning managers have the option to attend League clinic and all managers/coaches must attend the Rules Training Clinics. Clinics attended by managers and coaches include the following:
  - Feb 4, 2024 – Umpire Clinic
  - TBD, 2024 – Rules Clinic
  - Feb 26, 2024 – Safety Meeting
- First aid kit was given to each team at equipment handout and a main first aid kit available at the snack bar. Managers are to carry a first aid kit during all games and practices.
- A “Safety Officer” shall be assigned for each day a game is played. All safety officers must sign at the beginning of their shift in the snack bar with the name and cell number.
- League web site to include the following information:
  - A copy of the Safety Plan
  - Insurance information for parents
  - Link to ASAP Newsletter

## 6. First Aid Training

### a. Training Required

Mandatory first aid training and Safety awareness training will be held at the mandatory Managers/Coaches meeting. All Managers, Coaches and Board Members are required to be in attendance.

Training will be performed on:

**Feb 26, 2024**

**YAP – North Snack Bar**

### b. Sudden Cardiac Arrest

**AB379 Concussion and Sudden Cardiac Arrest Prevention Protocol (2020)**. This law extends the protocol introduced in AB1639 to community youth sports programs, with the addition that sports officials (referees, umpires, etc.) and administrators also take mandatory Sudden Cardiac Arrest prevention training. This law applies to an organization, business, non-profit, school, or local government agency that sponsors or conducts amateur sports competitions, training, camps, or clubs for those under 18 years of age.

Sudden Cardiac Arrest training is mandatory for board members, managers, coaches, and administrators of NMVLL. Training is available via the **Eric Paredes Save a Life Foundation**.

<https://epsavealife.org/sca-prevention-training/>

### c. Serious Injuries

Managers, coaches, and umpires should not allow anyone to move a seriously injured player until the EMTs arrive. Head, neck and back injuries are considered very serious injuries. All other injuries, they are to use their discretion.

- Call 911 immediately
- Do not move the injured person(s)
- If bleeding is occurring, stop the bleeding as quickly as possible (a person trained in first aid)
- Designate a person to go to the parking area to direct paramedics to the proper location

**Emergency Number: 911**

**Mission Hospital (949) 364-1400**

**Mission Viejo Police (949) 770-6011 (non-emergency)**

**Poison Control (800) 222-1222**

**Animal Services (949) 470-3045**

**Orange County Animal Control (714) 935-6848**

**(These numbers are also posted in the NMVLL snack bar at the Youth Athletic Park)**

### d. First Aid Guide – Communicable Disease Procedures

- The bleeding must be stopped, the open wound covered and if there is an excessive amount of blood on the uniform it must be changed before the athlete may participate.
- Routine use of gloves or other precautions to prevent skin and mucous membrane exposure when contact with blood or other body fluids is anticipated.
- Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other body fluids. Wash hands immediately after removing gloves.
- Clean all contaminated surfaces and equipment with an appropriate disinfectant before competition resumes.
- Practice proper disposal procedures to prevent injuries caused by needles, scalpels and other sharp instruments or devices.
- Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be available for use.
- Athletic trainers/coaches with bleeding or oozing skin conditions should refrain from all direct athletic

- care until the conditions resolves.
- Contaminated towels should be properly disposed of/disinfected
- Follow acceptable guidelines in the immediate control of bleeding and when handling bloody dressings, mouth guards and other articles containing body fluids.

**Always notify family members of an accident or injury ASAP!**

Bleeding	Apply firm pressure directly to the wound until the bleeding has stopped. Do not stop the blood flow to uninjured areas. Apply antibiotic cream and bandage the wound. If bleeding continues and does not stop with direct pressure, SEE A PHYSICIAN
Puncture Wounds	Remove dirt and debris. Clean wound thoroughly, apply antibiotic cream and bandage.
Breaks & Sprains	Immobilize with a splint. A rolled-up magazine wrapped with an ace bandage will work well. Tongue depressors work well for finger splints. Apply ice to keep swelling down. If a break or severe sprain. SEE A PHYSICIAN
Head Injury	If the player remains conscious: Observe for changes in the level of consciousness, symptoms of concussion: headache, blurred vision, dizziness, nausea or vomiting. If followed by unconsciousness: Check for breathing and pulse. If no pulse or breathing, start CPR. CALL FOR EMERGENCY ASSISTANCE 911

Make sure you know the location of the nearest public phone and have a coin with you or have someone bring a cell phone to all practices and games.

**NOTE:** Replacement ice packs or other first aid supplies may be obtained as needed by sending an email to the Safety Officer at [safety@nmvll.org](mailto:safety@nmvll.org).

Help us recycle and save money – First aid kits should be returned with your equipment at the close of the season.

### e. Major Incident Response Guidelines

Little League managers and coaches need to consider the possibility of a major incident occurring during a Little League sponsored practice or baseball game. Major incidents can include earthquakes, power failure, and terrorist type incidents, to name just a few. Managers, coaches, and league officers are in a leadership role during these types of incidents. Pre-planning is necessary to be successful.

Many of the teams' activities are occurring while outdoors and in the confines of a sports complex. It is impossible to cover every type of possible incident, but there are a couple of simple practices that can be developed to assist in the

management of a major incident. The manager is responsible for the safety of the players and coaching staff. Establish an emergency meeting location in a safe place at or near the sports complex. It should be a location away from the playing field. The manager should share their Major Incident plan with the parents of his assigned players.

### COVID-19 Breakout

The 2020 COVID-19 pandemic has fundamentally changed how youth sports. It is critical to follow all federal and state guidelines regarding the safety and procedures to stay safe from COVID-19 and its variants. Please see the CDC website for more details on how to protect yourself from the spread of COVID-19. It is important for everyone to play a role in preventing the spread of COVID-19. Please remember to do the following as often as necessary (this list not limited to, but including):

- Wear a mask if you are not vaccinated (Optional)
- Thoroughly wash hands often
- Promote social distancing where applicable
- Use hand sanitizer / wipes if sharing equipment

### Identifying and Communication of a Positive Test

If a manager, coach, board member, parent, or player tests positive, it is critical to alert the players (if you are a coach or manager) or the manager and coaches (if you are a player or parent). If you test positive, please follow the CDC guidelines for quarantining to prevent the spread to other people. Please use your best judgment to limit contact until all symptoms are gone. And if a player, manager, coach, or board member is not feeling well, please refrain from attending a practice, game, or event until in better health. Together, we can take steps to minimize the exposure and spread of COVID-19.

### Earthquakes

In the event of a major earthquake, people who are outdoors are vulnerable to injury from falling objects. In most playing field locations, the safest location is in the center of the field. Before an incident, survey the environment for overhead power lines and lighting standards. Be sure to identify a location that would minimize exposure to these falling objects. Players should be instructed to stay with the coaching staff until the player's parent(s) take responsibility. The parent or player needs to be sure that the manager is aware of the player's status.

### Power Failure

A power failure has a more significant effect if it occurs during darkness. A manager should have a flashlight, or another lighting device, in his equipment bag to deploy in the event of a lighting failure. The manager should instruct his players

to stay with them until the player's parents come to take responsibility for the player. Flashlights will be available with the safety equipment in the NMVLL board room.

#### Active Shooter / Terrorist Incident

Terrorist-type incidents vary in how they occur. The basic human instinct is to react in fright or fear (freeze). In the event of an active shooter (someone with a gun who is discharging it in proximity of others), players should be instructed to run in a direction away from the perpetrator.

**Players should be instructed that when the shooting stops and the sirens of the responding emergency personnel stop (meaning that they are on scene and neutralizing the threat) then the players are to assemble at the emergency rallying location (NMVLL Snack Bar) so that the manager can account for all of their players.**

The manager will be able to arrange for the safe reuniting of the player with his parent(s).

In almost every type of incident, the team's manager can be of the most assistance by being able to account for his players. Have player list and the parent's contact information readily available at all practices and games. Be prepared to administer first aid and summon the necessary emergency response personnel.

### f. Concussion Recognition and Management Guidelines

Regulation III (d) Note 3 has been amended in 2015 to read, in part:

NOTE 3: If a medical professional, Umpire in Chief, the player's coach, the player's manager or the player's parent has determined a player sustains a possible concussion, the player must be, at a minimum, removed from the game and/or practice for the remainder of that day. The league must also be aware of its respective state/provincial/municipal laws with regards to concussions and impose any additional requirements as necessary. His/her return to full participation is subject to:

- The League's adherence to its respective state/provincial/municipal laws,
- Evaluation and written clearance from a physician or other accredited medical provider and
- Written acknowledgement of the parents

Recommendations from Little League International:

1. Governor Brown signed AB 25 into law on October 4, 2011, which can be found at sections 38131(6) and 49475 of the Education Code. (Cal. Educ. Code §38131(6)).
  - a. The official versions of sections 38131(6) and 49475 are currently available online at <http://www.leginfo.ca.gov/cgi-bin/displaycode?section=edc&group=38001-39000&file=38130-38139>
  - b. <http://www.leginfo.ca.gov/cgi-bin/displaycode?section=edc&group=49001-50000&file=49470-49475>
  - c. The text of the AB 1449 bill can be viewed online at [http://www.leginfo.ca.gov/pub/11-12/bill/asm/ab\\_1401-1450/ab\\_1449\\_bill\\_20120105\\_introduced.html](http://www.leginfo.ca.gov/pub/11-12/bill/asm/ab_1401-1450/ab_1449_bill_20120105_introduced.html)

2. Little League International strongly encourages all leagues and teams to not only comply with any applicable state laws but also, to review the information and training materials on concussions which are available free of charge on the **Centers for Disease Control** website at <http://www.cdc.gov/headsup/youthsports/training/index.html>
3. To help ensure the health and safety of young athletes, the CDC developed the HEADS-UP Concussion in Youth Sports initiative to offer information about concussions to coaches, parents, and athletes involved in youth sports. The HEADS-UP initiative provides important information on preventing, recognizing, and responding to a concussion. HEADS-UP is a free online course available to coaches, parents, and others. This training course is a requirement for board members, managers, and coaches.

<https://www.cdc.gov/headsup/youthsports/training/index.html>

In compliance is a type of traumatic brain injury usually caused by a bump, blow or jolt to the head, or by the sudden deceleration of the head causing movement of the brain within the skull.

This is a serious and potentially life-threatening injury that should be evaluated by a trained medical professional.

- a. Signs and symptoms for determining a concussion may include any or all the following symptoms to a varying degree:
  - Difficulty thinking clearly
  - Feeling slowed down
  - Difficulty concentrating
  - Difficulty remembering new Information
  - Headache
  - Nausea or vomiting
  - Balance problems
  - Dizziness
  - Fuzzy or blurred vision
  - Feeling tired
  - Sensitivity to noise or light
  - Irritability
  - Sadness
  - Emotional
  - Nervousness or anxiety
  - Abnormal sleep patterns

Any person exhibiting any of these symptoms after an impact incident will be determined as a potential concussion risk.

- b. All Managers, Coaches, and Board Members will be required to provide a certificate of completion for the Center for Disease Control (CDC) online training for concussion awareness to the District 68 Safety Officer before working any tournament games. <http://www.cdc.gov/headsup/youthsports/training/index.html>
- c. A player who is suspected of sustaining a concussion or head injury in a practice or game shall be removed



from competition at that time for the remainder of the day. A player who has been removed from play may not return to play until the player is evaluated by a licensed health care provider trained in the evaluation and management of concussion and receives written clearance to return to play from that health care provider.

Note 1: The team's manager and assistant coaches need to evaluate players who experience head impacts. This observation extends beyond the first couple of minutes after the impact incident.

The manager needs to comply with the reporting procedures by notifying the Tournament Director and completing an Accident Report, noting possible concussion on the form.

Note 2: Umpires should also make independent observations of a player who experiences a head impact. If an umpire observes any of the concussion symptoms in a player after a head impact incident, the umpire should inform the manager that the player is to be removed from the game. The umpire's judgement is final. The umpire must then notify the Tournament Director who will initiate the Accident Report Form.

- d. At the conclusion of the game, the Manager will notify the Safety Officer that the identified player was removed from the game for concussion-like symptoms. (The preferred method is by email so that a record of the notification is created). The Safety Officer will then send the notification to the league's President to ensure that the team's manager complies with the necessary safety guidelines.
- e. The Manager needs to ensure that the involved player is medically cleared to participate in the team's next practice or game. The player's parent will be instructed to seek medical advice to allow the player to continue participation. A letter must be presented to the Safety Officer prior to the next game that the letter presented to the Safety Officer. Any manager who fails to comply with the established guidelines is subjected to review by the league's Board of Directors for possible disciplinary action.

## 7. Abuse Awareness/Diamond Leader Training

Abuse Awareness for Adults -

<https://usabdevelops.com/ItemDetail?iProductCode=OCAA&Category=ONLINE&WebsiteKey=f50aacb2-a59e-4e43-8f67-29f48a308a9e> Please complete by Friday, January 31<sup>st</sup>. Send the certificate to [safety@nmvll.org](mailto:safety@nmvll.org). You need to add the course to your cart and then register for an account. Once you do that, you will see the link at the top to access the course.


### Abuse Awareness Training

- Little League is using USA Baseball training and certification
  - <https://usamobilecoach.com>
  - Create an account
    - a. Organization: Little League California District 68



- o Select: Courses
- o Select: View Courses
- o Select:

Abuse Awareness for Adults



Creating a Safe and Abuse Free Environment for Athletes

Hosted by former Major Leaguer and current Chicago Cubs Manager, David Ross, the Abuse Awareness for Adults course provides resources to create a positive and safe environment for all athletes, coaches, parents, umpires, and spectators by understanding how to recognize misconduct and abuse of all types. Topics covered include how to identify and report incidents and what abuse awareness policies should be in place.

Your price: 0.00

Quantity:  [Add to Cart](#)

- o Start Course
  - a. Course takes about 1 hour
  - b. Take a Quiz
  - c. Receive your Certificate

When abuse is suspected in any capacity, taking this course makes you a mandatory reporter as you have been educated on what to look for as well as how to report. When making a report to the County of Orange Child Protective Services (CPS) you will need the following pieces of information for the officer you speak with:

- Person in question's name and DOB if accessible
- Parent names, addresses, and phone numbers
- Witness names and phone numbers
- Your personal info with phone number
- Detailed account of what was observed, by whom, and date/time/location of where suspected abuse may have taken place. Remember, even suspected abuse should be reported. Let the state decipher what is and is not abuse.

### Diamond Leader online training

New for the 2024 season. This is an ANNUAL requirement. First year where AB506 can be enforced and league's liability insurance relies on compliance from all Managers, coaches, and board members.

[Little League® Diamond Leader Training - Little League](#)

- Create an account
- Complete all personal information fields
- “Mission Viejo North LL” is league name to search
- At the courses page, search “Diamond Leader.”
- Select and take the course and finish quiz.
- Send completed cert to [safety@nmvll.org](mailto:safety@nmvll.org)

Contact Safety officer David Shank at 949-413-7682 with any questions or help you may need.

Reporting on these phone numbers can be made anonymously

County of Orange Child Protective Services – (800)-207-4464 or (714)-940-1000

[www.cdss.ca.gov](http://www.cdss.ca.gov)

**DO NOT BE AFRAID TO REPORT!!!!!! IF YOU SEE SOMETHING, REPORT IT!!!!!!**

## 8. Field Safety Inspection

Regular safety inspection of the field, permanent and temporary structures, ball-playing equipment and personal protective equipment is the best way to determine which unsafe conditions require correction. The managers and groundskeepers should work together to ensure serious accident exposures are corrected promptly. It is good experience and safety training to have the youngsters take part in the procedure.

The following list will be assistance in determining conditions that cause accidents. Prompt action must be taken on all serious hazards.

Some examples are:

1. Unsafe field conditions such as holes, ditches, rough or uneven spots, slippery areas, and long grass.
2. Foreign objects like stones, broken glass, old boards, pop bottles, rakes, etc.
3. Incomplete or defective screen, including holes, sharp edges and loose edges.
4. Wire or link fencing should be checked regularly for similar defects which could injure a participant. Check

protective fence topping on outfield fences.

5. Board fences should be free of protruding nails, loose boards and splintered wood
6. Forty (40) feet in the center section of the outfield fence should be painted a dark color and kept free of signs to provide a contrast with balls thrown toward home.
7. The warning track should be well defined and not less than 10 feet wide.
8. Bat rack and on deck (eliminated for ages 12 and below) circle should be behind the screen
9. The backstop should be padded and painted green for the safety of the catcher
10. The backstop should be clean and free of debris
11. Dugouts and bleachers should be free of protruding nails and wood splinters
12. Home plate, batter's box, bases and the area around the pitcher's rubber should be checked periodically for tripping and stumbling hazards.
13. The material used to mark the field should be non-irritating white pigment (not lime).
14. Loose equipment such as bats, gloves, masks, helmets, etc. must be kept off the ground
15. Constant attention must be given by managers, coaches, and umpires to the possible lack or poor fit of personal protective equipment. This would include helmets, masks, catcher's pads, and safe shoes. Plastic cup supporters are required for regular and reserve male catchers and are recommended for all male players in addition to regular supporters.
16. Personal jewelry, badges, pencils, etc. can be a hazard to the wearer and should not be permitted
17. Corrective glasses should be of the sports type and equipped with "industrial" safety lenses. Shatterproof, flip-type sunglasses are good protection against losing a fly ball in the sun.
18. Bats should be inspected for orderly storage, secure grips, and freedom from cracks. Cracked or broken bats should never be used.
19. Safety should be the major factor when deciding on canceling practice or game because of bad weather or darkness.
20. The greatest, although the least frequent hazard in connection with weather conditions is exposure to lightning. Chances of surviving being struck by lightning are so slight that managers and umpires must not take any chances on continuing practice or a game when an electrical storm is approaching. At the first indication of such a storm, everyone should leave the playing field.
21. The correct fitting and spruce appearance of uniforms have the indirect benefit of contributing to pride and morale which stimulates our main safety objective of greater skills for fewer accidents.

### Coaches and Managers

- To review and enforce this safety plan which has issued via email as well as posted on the [www.nmvll.org](http://www.nmvll.org) website.
- To inspect the field for unsafe conditions (inspection survey and repair forms issued in the manager packet – see website). This includes inspection of breakaway bases now in place on each field for games. If the bases become a safety hazard, try to repair immediately, track down field crew to come and repair and contact the field coordinator if the problem persists. Report any unsafe conditions to the **Field Coordinator at [fields@nmvll.org](mailto:fields@nmvll.org)**.
- Inspect all equipment prior to use (inspection survey and repair forms issued in manager packet). Report any damaged equipment or need for new equipment to **Zues Leiva, Equipment Manager at [equipment@nmvll.org](mailto:equipment@nmvll.org)**
- Enforce the use of protective gear for all practices, warm-ups, and games (inspection survey and repair forms issued in manager packet and available on the website).
- Carry first aid kit and cell phone with you at all practices and games. If additional first aid supplies are needed, contact **David Shank, Safety Officer at [safety@nmvll.org](mailto:safety@nmvll.org)**

b. District 68 Safety Field Inspection



Ladera Ranch  
 North Mission Viejo  
 Rancho Mission Viejo  
 San Clemente American  
 San Clemente National  
 San Juan Capistrano

**Little League**  
**California District 68**  
 P. O. Box 3025  
 Mission Viejo, California 92690

Santa Margarita American  
 Santa Margarita National  
 South Mission Viejo  
 Trabuco Canyon  
 Viejo



**Pre-game Field Safety Checklist**

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_  
**Home Team:** \_\_\_\_\_ **League:** \_\_\_\_\_  
**Visitor Team:** \_\_\_\_\_ **Field Location:** \_\_\_\_\_  
**Division:** \_\_\_\_\_

Field Condition:	Repairs Needed		Dugouts:	Repairs Needed	
	Yes	No		Yes	No
Wet or Muddy	<input type="checkbox"/>	<input type="checkbox"/>	Fences Need Repair	<input type="checkbox"/>	<input type="checkbox"/>
Backstop Repairs	<input type="checkbox"/>	<input type="checkbox"/>	Bench Need Repair	<input type="checkbox"/>	<input type="checkbox"/>
Bases	<input type="checkbox"/>	<input type="checkbox"/>	Bat Rack	<input type="checkbox"/>	<input type="checkbox"/>
Pitchers Mound	<input type="checkbox"/>	<input type="checkbox"/>	Helmet Rack	<input type="checkbox"/>	<input type="checkbox"/>
Holes in the Field	<input type="checkbox"/>	<input type="checkbox"/>	Clean-up Needed	<input type="checkbox"/>	<input type="checkbox"/>
Sprinklers Exposed	<input type="checkbox"/>	<input type="checkbox"/>	Shade Provided	<input type="checkbox"/>	<input type="checkbox"/>
Fences Need Repair	<input type="checkbox"/>	<input type="checkbox"/>	Seating Area Protected	<input type="checkbox"/>	<input type="checkbox"/>
Home Plate	<input type="checkbox"/>	<input type="checkbox"/>	<b>Spectator Areas:</b>		
Foul Lines Marked	<input type="checkbox"/>	<input type="checkbox"/>	Bleachers	<input type="checkbox"/>	<input type="checkbox"/>
Batter's Box Holes	<input type="checkbox"/>	<input type="checkbox"/>	Handrails	<input type="checkbox"/>	<input type="checkbox"/>
Catcher's Box Holes	<input type="checkbox"/>	<input type="checkbox"/>	Protective Fence	<input type="checkbox"/>	<input type="checkbox"/>
Umpire Area Holes	<input type="checkbox"/>	<input type="checkbox"/>	Area Clean	<input type="checkbox"/>	<input type="checkbox"/>
Field Ready to Play	<input type="checkbox"/>	<input type="checkbox"/>			

**Comments:** \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## 9. Little League National Facility Survey

# **LITTLE LEAGUE BASEBALL® & SOFTBALL** **NATIONAL FACILITY SURVEY** 2020



League Name: \_\_\_\_\_

District #: \_\_\_\_\_

ID #: \_\_\_\_\_

(if needed) ID #: \_\_\_\_\_

(if needed) ID #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

President: \_\_\_\_\_ Safety Officer: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ ZIP: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone (work): \_\_\_\_\_ Phone (work): \_\_\_\_\_

Phone (home): \_\_\_\_\_ Phone (home): \_\_\_\_\_

Phone (cell): \_\_\_\_\_ Phone (cell): \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

### **PLANNING TOOL FOR FUTURE LEAGUE NEEDS**

What are league's plans for improvements?	Indicate number of fields in boxes below.		
	Next 12 mos.	1-2 yrs.	2+ yrs.
a. New fields			
b. Basepath/infield			
c. Bases			
d. Scoreboards			
e. Pressbox			
f. Concession stand			
g. Restrooms			
h. Field lighting			
i. Warning track			
j. Bleachers			
k. Fencing			
l. Bull pens			
m. Dugouts			
n. Other (specify):			

## 10. Snack Bar Safety Rules

- Mandatory snack bar supervisor meeting held by **Board Representatives**
- Keep all appliances clean, and all equipment is to be cleaned thoroughly at the end of each day
- Wear close-fitting sleeves when involved in cooking
- Nothing is to be stored above any hot burners or cooking appliances
- Combustible objects (dish towels, paper towels, potholders, etc.) are to be kept away from cooking appliances
- The hot water heater is to be strapped to the wall
- Keep your hands clean

### In Case of Emergency

- Supervisors are to instruct workers on how to properly respond to any given emergency situation based on prior training. **In case of serious cuts or burns: call 911 immediately.**
- All snack bar workers are to remain calm and react as per instructed at the league safety meeting
- Use fire extinguishers properly, if required
- The supervisor is to alert the Safety Officer and/or safety officer of the day if possible
- Supervisor to call 911, if necessary
- In case clothing should catch on fire – STOP, DROP AND ROLL

### Snack Bar Safety Procedures

#### **Every Shift MUST have a supervisor**

- Keep floors clean and dry. Be sure to clean up spills immediately
- Repair sharp or jagged edges on walls and equipment
- Never stand on chairs or equipment
- Locate heavier and bulkier materials on lower shelves
- Keep aisle ways free of obstructions
- Use dry cloths, mitts, etc. for handling utensils
- Close all doors and drawers immediately
- Return working utensils to their proper place immediately after use
- Remove broken glass particles with a bloom. Do not pick up by hand
- Unplug all electrical appliances after use and before cleaning
- Follow posted procedures for the correct use of each appliance in the snack bar
- Keep knives sharp, use properly and store safety
- Keep a fire extinguisher and first aid kit readily available and be certain all workers know where they are located
- Keep safety chains on CO2 cylinders. Provided and tested by PepsiCo
- Check propane tanks for leaks prior to using BBQ
- Wear gloves whenever handling food
- Follow posted procedures for cleansing hands prior to touching food, dishes or utensils
- Do not prepare food and handle money at the same time
- Safety officer of the day locks up snack bar making certain all appliances are unplugged, all food is stored properly, all utensils are put away and all garbage is removed
- Volunteers working in a snack bar must be at least 14 years of age
- Volunteers must be healthy and free of skin infections and irritations

- Read and follow guidelines of the Orange County Department of Health Food Services Sanitation Manual for Public Eating Establishments
- Review District 68 Safety Inspection Form for compliance

**\*\*No one under the age of 16 years may operate the BBQ\*\***

## 11. Equipment Safety Inspection and Safe Play (Team and Player)

Please email **Zues Leiva** at [equipment@nmvll.org](mailto:equipment@nmvll.org) with any concerns about equipment.

For immediate attention please contact the on-duty Daily Safety Officer.



Ladera Ranch  
North Mission Viejo  
Rancho Mission Viejo  
San Clemente American  
San Clemente National  
San Juan Capistrano

**Little League**  
**California District 68**  
P. O. Box 3025  
Mission Viejo, California 92690

Santa Margarita American  
Santa Margarita National  
South Mission Viejo  
Trabuco Canyon  
Viejo



### Pre-game Equipment Safety Checklist

**All equipment needing repair must be physically removed from the game.**

Batting Helmets	Checked	Bats	Checked
Cracks in Bill	<input type="checkbox"/>	Approved Composite Bat	<input type="checkbox"/>
Cracks on Earpiece	<input type="checkbox"/>	Diameter of Bat	<input type="checkbox"/>
Other Cracks	<input type="checkbox"/>	Length of Bat	<input type="checkbox"/>
Non-Factory Stickers	<input type="checkbox"/>	Both Caps Present	<input type="checkbox"/>
Non-Factory paint	<input type="checkbox"/>	Handle Grip Present	<input type="checkbox"/>
All Pads Present	<input type="checkbox"/>	Handle in Good Condition	<input type="checkbox"/>
<b>Catchers Helmets</b>		Any Cracks Present	<input type="checkbox"/>
Cracks on Helmet	<input type="checkbox"/>	Any Dents Present	<input type="checkbox"/>
Non-Factory Stickers	<input type="checkbox"/>		
Non-Factory paint	<input type="checkbox"/>		
All Pads Present	<input type="checkbox"/>		
Mask Securely fastened	<input type="checkbox"/>		
Throat Protector Present	<input type="checkbox"/>		

### Warm-up Drills

This important phase of Little League training has a direct bearing on developing a safe personal condition. Extensive

studies on the effect of conditioning, commonly known as “warm-up” have demonstrated that the stretching and contracting of muscles just before an athletic improves general control of movements, coordination, and alertness. Such drills also help develop the strength and stamina by the average youngster to complete with minimum accident exposure.

These warm-up skills are most effective when the motions are patterned after natural baseball movements such as reaching for a ball, running and similar footwork. This is a good place to “drive home” the basic safeguard of keeping the eye on the ball. The Subject of warming up before a practice session has been covered as a means of safeguarding youngsters, at least to a degree, from the poor physical condition and lack of limbering up. Sample warm-up drills are provided in Appendix A.

### **Safe Ball Handling**

Misjudging the flight of a batted ball may be corrected by drilling with fly balls that begin easy and made more difficult as a player’s judgment and skill improve. Everyone should eventually be able to handle balls that go overhead.

In addition to a player never losing sight of a ball from the time it leaves the bat, the player should keep the glove positioned and the body relaxed for the last split-second move.

It is safer for the player to knock a ball down and re-handle it than to let the ball determine the play.

### **Collisions**

Collisions may result in more injuries than is the case with most other types of accidents. They are usually caused by errors in judgment or lack of teamwork between fielders. It is important to establish zones of defense to avoid collisions between players. It is particularly important when players are chasing high fly balls. Once the zones are established, play situation drills should be held until these zones and patterns become familiar to the players. The responsible player should call out the intentions in a loud voice to warn others away. Here are some general rules to follow:

- The fielder at third base should catch all balls that are reachable and are hit between third and the catcher.
- The fielder at first base should catch all balls reachable that are hit between second and the catcher
- The shortstop should catch all balls reachable that are hit behind third base
- The field at second base should catch all balls reachable that are hit behind first base
- The shortstop has the responsibility of fly balls hit in the center of the diamond and in the area of the second base. Since the glove is on the left hand it is easier for the shortstop than the fielder at second to catch fly balls over second base
- The centerfield has the right of way in the outfield and should catch all balls that are reachable. Another player should take the ball if it is seen that it is not reachable by the centerfielder
- Outfielders should have priority over infielders for fly balls hit between them
- Priorities are not so easy to establish on ground balls, but most managers expect their base player to field all ground balls they can reach, cutting in front of the shortstop on slow-hit grounders
- The catcher is expected to field all topped and bunted balls that can be reached except when there is a force play or squeeze play at home plate

### **Retrieving Balls**

Persons who have been specifically assigned to that duty should retrieve balls that go out of the park. Such persons



should be youngsters who can be relied on not to endanger themselves by climbing fences or getting into a scramble for possession of a ball.

### **Sliding Safety**

As is the case with other baseball fundamentals, a correct slide is also a safe one. It is well, too, to guard against the accident of a collision and the possibility of a player being struck by a thrown ball as that player "hits the dirt". It goes without saying that steel spikes are not being worn (except for Juniors & Seniors). The following can make the learning period safer:

- Long grass has been found to be better than a sand or sawdust pit to teach sliding
- The base must not be anchored down
- Sliding pads are recommended
- The player should make approaches at half speed and keep constantly in mind that hands and feet should be in the air. Once committed to slide, the player must not change strategy. Last-minute hesitation causes most sliding injuries.
- Tennis shoes are suggested for beginning sliding and tagging practice to avoid injury to the defensive player
- If the ground along the baselines becomes soft on a rainy day, such weather offers an excellent opportunity to have sliding drills
- It should be kept in mind that headfirst sliding is not allowed except when returning to base

### **Batter Safety**

A batter's greatest accident exposure is from the unsafe acts of others, namely wild pitches, which account for a major portion of all accidents. Again, the best defense is an alert, confident concentration on the ball. This type of injury is more prevalent in Regular than in Minor League Play. Since the danger is increased as pitchers learn to throw with greater force and as more games are played, it is important to take whatever countermeasures necessary to offset this exposure.

- A well fitted, NOACSAE approved helmet is the first requirement.
  - The helmet may not be used if the inside support / padding is dislodged or missing from the helmet base.
- Only approved USA Baseball bats are acceptable to be used during practices and games.
  - Dented or broken bats may not be used as they pose a safety risk to the batter and other players.
- The development of the novice batter's ability to take evasive action can be improved by getting the player to relax and concentrate on the ball from the time the pitcher starts delivery until it lands in the catcher's mitt. Players with slow reflexes can also be helped by stimulated batting and ducking practice with a tennis ball.
- The un-sportsmanlike practice of crowding the plate or jumping around the rattle the pitcher must not be tolerated. This could endanger the batter if it causes the pitcher to lose control.
- Making sure the batter holds the bat correctly when bunting can reduce painful finger and hand injuries. Youngsters tend to lean too far over the plate and not keep the ball way out toward the end of the bat. This should be corrected.
- When the batter becomes a base runner, that player should be taught to run outside the foul lines when going from home plate to first and from third to home, to reduce the chance of being hit by a thrown ball.

### **Safe Handling of Bats**

A review of the batter's potential for causing injuries to others points to the following:

- The most easily prevented type of accident is the too frequent fault of beginners throwing the bat while running to first base. This unthinking act may be corrected through individual instruction to drop the bat safely by:
  - Having the player hand the bat to the coach will serve as a reminder before each ball is pitched
  - Having the player drop the bat in a marked-off circle near where running starts
  - Counting the player "out" in practice whenever the player fails to drop the bat correctly
  - Providing bats with drips that are not slippery
- Coaches and umpires should be on the alert to correct batters that have a tendency to step into the catcher as they swing

### **Catcher Safety**

The catcher, as might be expected from the amount of action involved has more accidents than any other player. Statistics show that the severity of injuries is less in Regular than in Minor League Play. Again, this bears out the fact that the more proficient the player, the less chance of injury. Assuming that the catcher is wearing the required protection, the greatest exposure is the ungloved hand.

- The catcher must learn to:
  - Keep it relaxed
  - Always have the back of the throwing hand toward the pitcher when in position to catch
  - Hold all fingers in a cupped position near the mitt, ready to trap the ball and throw it
- The catcher should also be taught to throw the mask and catcher's helmet in the direction opposite the approach in going for a high fly
- As the catcher learns to play this difficult position, a good habit is to keep a safe distance back from the swinging bat. Estimate this as one foot farther from the batter than the ends of the outstretched fingers.
- To repeat, the best protection is keeping the eye on the ball.

### **General Information**

Going one step back to the "why's" of most ball handling accidents, it appears that boredom is an underlying cause of accidents that we must deal with. This situation can be partly offset by using idle time to practice the basics of skillful and safe play, such as:

- Otherwise, idle fielders should be encouraged to "talk it up". Plenty of chatter encourages hustle and enthusiasm.
- Players waiting for a game or practice to start can pair off and play catch to improve their basic eye-on-the-ball technique.
- Practice should include plenty of variety in the drill work
- Put a time limit on each drill and do not hold the total practice for more than two hours, or less if interest begins to lag
- Idle players along the sidelines can be given the job of studying the form of other players to improve their own techniques. They may then report on what they learned to improve their own form on running, ball handling, throwing, batting and sliding

### **Control of Horseplay**

No discussion of measures to control the human element in accident-prevention would be complete without going into the problem of horseplay. This includes any type of youthful high jinx that could even remotely be the cause of an accident. Even a mild form of such childish behavior could distract any player about to catch a ball or possibly when at bat and result in an accident. After all team play requires 100% cooperation among all players, and good sportsmanship demands courtesy to opposing players. If show-offs and smart alecks cannot find sufficient outlet for their high spirits in the games, quick and impartial disciplinary action must be taken.

### **Congestion**

Congestion is one of the unsafe conditions that must be dealt with by constant supervision. The umpire will keep unauthorized people out of the way during games. The manager and coaches must control this hazard during practice sessions.

Additionally, it is up to the managers, coaches, and umpires to ensure all kids are safely in the dugout during an at-bat. Any players outside the dugout or standing in the entrance of the dugout while a batter is at bat will be asked to move back into the dugout safely. An umpire may pause an at-bat to speak to one or both managers to ensure players keep well in the dugout during an at-bat.

### **Exposure to Unsafe Practices**

Unsafe acts are far more difficult to control than hazardous conditions. Also, they are the most challenging and because they involved almost entirely with the human element. It has been estimated that unsafe acts account for 80% of all accidents. If every effort has been made to provide safe conditions and equipment for a player, we should look at the exposure to a player's own or someone else's unsafe acts. Finding the causes is not enough – definite steps must be taken to counteract them.

### **Travel Hazards**

Although Little League traffic accidents involve only one or two cases for every hundred injuries from all accidents, the average severity of these accidents far exceeds those from other causes. The alarming countrywide increase in all traffic accident deaths has made the publicity on these losses a natural crusade. This staggering annual increase indicates the public conscience has become hardened, not only to these needless fatalities but also to the tragic probability that millions will be seriously injured as the result of traffic accidents in the years to come. Too often we assume that it cannot happen to our loved ones or us until it is too late to prevent a crippling or fatal injury. In Little League, we have not only an opportunity but also an obligation to take organized action for the protection of our own interests. Let's do something about it.

## **12. Accident Reporting Procedures**

What to Report – An incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid including band-aids or ice packs must be reported to the Safety Officer and/or the safety officer of the day. This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury or periods of rest. The District 68 Little League Accident Report must be completed by the team manager and/or coach and be placed in the proper binder located in the snack bar. A copy must also be emailed

to the Safety Officer at [safety@nmvll.org](mailto:safety@nmvll.org).

When to Report – all such incidents above must be report to the Safety Officer within 24 hours of the incident.

**The Safety Officer for the 2024 season is David Shank and he can be reached at the following:**

Cell Phone: 949-413-7682

Email: [Safety@nmvll.org](mailto:Safety@nmvll.org)

At a minimum, the following information must be provided:

- The name and phone number of the individual involved
- The date, time, and location of the incident
- A detailed description of the incident as possible
- The name and phone number of the person reporting the incident

**Safety Officer’s responsibilities – Within 48 hours of receiving the incident report, the Safety Officer will contact the injured party’s parents and notify the District Safety Officer and verify the information received.**

- Obtain any other information deemed necessary
- Check on the status of the injured party; and
- In the event that the injured party required other medical treatment (i.e. Emergency Room visit, doctor’s visit, etc.) will advise the parent or guardian of the North Mission Viejo Little League’s insurance coverage and the provisions for submitting any claims.
- If the extent of the injuries are more than minor in nature, the Safety Officer shall periodically call the injured party to:
  - Check on the status of any injuries, and
  - Check if any other assistance is necessary for areas such as submission of insurance forms, etc. until such time as the incident is considered “closed” (i.e. no further claims are expected and/or the individual is participating in the league again).
- Use the accident report form
- Notify the District’s Safety Officer and proper insurance company

**District 68 Safety Officer**

**Dan Bamsey**

[Dbamsey@district68.com](mailto:Dbamsey@district68.com)

a. Incident/Injury Tracking Report

**For Local League Use Only**

**Activities/Reporting**

**A Safety Awareness Program's  
Incident/Injury Tracking Report**

League Name: \_\_\_\_\_ League ID: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Incident Date: \_\_\_\_\_

Field Name/Location: \_\_\_\_\_ Incident Time: \_\_\_\_\_

Injured Person's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ Age: \_\_\_\_\_ Sex:  Male  Female

City: \_\_\_\_\_ State \_\_\_\_\_ ZIP: \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_

Parent's Name (if Player): \_\_\_\_\_ Work Phone: ( ) \_\_\_\_\_

Parents' Address (if Different): \_\_\_\_\_ City \_\_\_\_\_

**Incident occurred while participating in:**

- A.)  Baseball  Softball  Challenger  TAD
- B.)  Challenger  T-Ball  Minor  Major  Intermediate (50/70)
- Junior  Senior  Big League
- C.)  Tryout  Practice  Game  Tournament  Special Event
- Travel to  Travel from  Other (Describe): \_\_\_\_\_

**Position/Role of person(s) involved in incident:**

- D.)  Batter  Baserunner  Pitcher  Catcher  First Base  Second
- Third  Short Stop  Left Field  Center Field  Right Field  Dugout
- Umpire  Coach/Manager  Spectator  Volunteer  Other: \_\_\_\_\_

Type of injury: \_\_\_\_\_

Was first aid required?  Yes  No If yes, what: \_\_\_\_\_

Was professional medical treatment required?  Yes  No If yes, what: \_\_\_\_\_

(If yes, the player must present a non-restrictive medical release prior to to being allowed in a game or practice.)

**Type of incident and location:**

- A.) On Primary Playing Field  Base Path:  Running or  Sliding  Hit by Ball:  Pitched or  Thrown or  Batted  Collision with:  Player or  Structure  Grounds Defect  Other: \_\_\_\_\_
- B.) Adjacent to Playing Field  Seating Area  Parking Area  Concession Area  Volunteer Worker  Customer/Bystander
- D.) Off Ball Field  Travel:  Car or  Bike or  Walking  League Activity  Other: \_\_\_\_\_

Please give a short description of incident: \_\_\_\_\_


Could this accident have been avoided? How: \_\_\_\_\_

This form is for local Little League use only (should not be sent to Little League International). This document should be used to evaluate potential safety hazards, unsafe practices and/or to contribute positive ideas in order to improve league safety. When an accident occurs, obtain as much information as possible. For all Accident claims or injuries that could become claims to any eligible participant under the Accident Insurance policy, please complete the Accident Notification Claim form available at [http://www.littleleague.org/Assets/forms\\_pubs/asap/AccidentClaimForm.pdf](http://www.littleleague.org/Assets/forms_pubs/asap/AccidentClaimForm.pdf) and send to Little League International. For all other claims to non-eligible participants under the Accident policy or claims that may result in litigation, please fill out the General Liability Claim form available here: [http://www.littleleague.org/Assets/forms\\_pubs/asap/GLClaimForm.pdf](http://www.littleleague.org/Assets/forms_pubs/asap/GLClaimForm.pdf).

Prepared By/Position: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_


Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## b. Little League Baseball Medical Release



**Little League® Baseball and Softball  
MEDICAL RELEASE**

NOTE: To be carried by any Regular Season or Tournament Team Manager together with team roster or International Tournament affidavit.



Player: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Gender (M/F): \_\_\_\_\_

Parent (s)/Guardian Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Parent (s)/Guardian Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Player's Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Country: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

PARENT OR LEGAL GUARDIAN AUTHORIZATION: \_\_\_\_\_ Email: \_\_\_\_\_

In case of emergency, if family physician cannot be reached, I hereby authorize my child to be treated by Certified Emergency Personnel. (i.e. EMT, First Responder, E.R. Physician)

Family Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Country: \_\_\_\_\_

Hospital Preference: \_\_\_\_\_

Parent Insurance Co.: \_\_\_\_\_ Policy No.: \_\_\_\_\_ Group ID#: \_\_\_\_\_

League Insurance Co.: \_\_\_\_\_ Policy No.: \_\_\_\_\_ League/Group ID#: \_\_\_\_\_

If parent(s)/legal guardian cannot be reached in case of emergency, contact:

Name	Phone	Relationship to Player

Please list any allergies/medical problems, including those requiring maintenance medication. (i.e. Diabetic, Asthma, Seizure Disorder)

Medical Diagnosis	Medication	Dosage	Frequency of Dosage

Date of last Tetanus Toxoid Booster: \_\_\_\_\_

The purpose of the above listed information is to ensure that medical personnel have details of any medical problem which may interfere with or alter treatment.

Mr./Mrs./Ms. \_\_\_\_\_ Authorized Parent/Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_

**FOR LEAGUE USE ONLY:**

League Name: \_\_\_\_\_ League ID: \_\_\_\_\_

Division: \_\_\_\_\_ Team: \_\_\_\_\_ Date: \_\_\_\_\_

WARNING: PROTECTIVE EQUIPMENT CANNOT PREVENT ALL INJURIES A PLAYER MIGHT RECEIVE WHILE PARTICIPATING IN BASEBALL/SOFTBALL. Little League does not limit participation in its activities on the basis of disability, race, color, creed, national origin, gender, sexual preference or religious preference.

## 13. First Aid Kit Contents for NMVLL

### Main First Aid Kit (found in snack bar):

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>Reusable ice bag</li> <li>Cold pack holder</li> <li>Bandages</li> <li>Elastic wrap</li> <li>Antimicrobial skin wipes</li> <li>Latex gloves</li> <li>Rolls athletic tape</li> <li>Sports wound care kit (includes gauze, PVC swab, pad, latex gloves, and tape)</li> </ul> | <ul style="list-style-type: none"> <li>Instant cold packs</li> <li>Blister kit</li> <li>Large bandages</li> <li>Scissors</li> <li>Blood-off cloth towelettes</li> <li>Eyewash</li> <li>Roll pre-wrap</li> <li>AED located at top of stairs to the Board Room</li> </ul> |
|--|---|

**Team First Aid Kits** (Managers should have with them at all times):

Instant cold packs	Bandages
Large Bandages	Elastic Wrap
Antimicrobial skin wipes	Blood-off cloth towelettes
Rolls athletic tape	Sports wound care kit

**NOTE:** Additional first aid supplies can be found in easy to access containers in the NMVLL board room. These items include first aid kits, bandages, gauze, cold packs, Tylenol, Advil, Benedryl, Neosporin, Antiseptic wipes, and sunscreen.

**NOTE:** Additional instant ice packs are available to replenish the kit as necessary. Please contact the safety officer on duty to replace used packs or any other item or email David Shank at [safety@nmvll.org](mailto:safety@nmvll.org) and he can leave whatever you need in the Coach mailbox located in the snack bar.

## 14. North Mission Viejo Little League Rules

### a. Rules and Enforcement

- A speed limit of 5mph on roadways and parking lots while attending any North Mission Viejo Little League function. Watch for small children around parked cars.
- No alcohol or tobacco products of any kind allowed in any parking lot, field, or common areas within a North Mission Viejo Little League complex.
- No playing in parking lots at any time
- No playing on and around lawn or field equipment
- Use crosswalks when crossing roadways. Always be alert for traffic
- No profanity, please
- No swinging bats or throwing baseballs at any time within the walkways and common areas of North Mission Viejo Little League complex, including the areas around the batting cages
- No throwing balls against the dugouts or against the backstop. Catchers must be used for all batting practice sessions.
- No adults should warm up a pitcher at any time
- No throwing rocks
- No horseplay in walkways at any time
- No climbing fences
- Only a player on the field and at bat may swing a bat (5-12). Juniors (Age 13-14) on the field at bat or on deck may swing a bat. Be alert of the area around you when swinging a bat while in the on-deck position
- Observe all posted signs
- Players and spectators should be alert at all times for foul and errant throws
- No roller blades, skateboards or scooters allowed
- During the game, players must remain in the dugout area in an orderly fashion at all times
- After each game, each team must clean up trash in the dugout and around stands

- All gates to the field must remain closed at all times. After players have entered or left the playing field, gates should be closed and secured.
- No children under the age of 14 are to be permitted in the snack bar. Failure to comply with the above may result in expulsion from the North Mission Viejo Little League field or complex.

#### b. Safety Code for Little League

- Responsibility for safety procedures will be that of an adult member of the North Mission Viejo Little League
- Arrangements will be made in advance of all games and practices for emergency medical services
- Managers, coaches, and umpires will have exposure to first aid procedures and first aid kits were distributed with equipment bags prior to the start of the season with additional supplies available in the snack bar at the main playing field, Youth Athletic Park (YAP). If further first aid kits supplies are needed, contact **Safety Officer – David Shank** at [safety@nmvll.org](mailto:safety@nmvll.org)
- No games or practices should be held when weather or field conditions are not good, particularly when lighting is inadequate
- The play area will be inspected frequently for holes, damage, stones, glass, or other foreign objects
- Only players, managers, coaches and umpires are permitted on the playing field during play and practice sessions
- Responsibility for keeping bats and loose equipment off the field of play will be that of a player assigned for that purpose or the team’s manager and coaches
- Procedures should be established for retrieving foul balls batted out of the playing area
- During warm-up drills, players should be spaced so that no one is endangered by wild throws or missed catches
- Equipment will be inspected regularly and in proper condition to use
- Batters must wear approved protective helmets during games as well as during practice
- The catcher must wear a catcher’s helmet with throat protector, this applies between innings and in the bull pen during a game and also during practices. Long model chest protector (at required levels), skin guards and protective supporter at all times. Managers should encourage all mall players to wear protective sups for all practices and games.
- Except when a runner is returning to base, headfirst slides are not permitted
- During sliding, practice bases should not be strapped down
- At no time should “horseplay” be permitted on the playing field
- Parents should not wear glasses should be encouraged to provide “safety glasses”
- Players should not wear watches, rings, pins or other metallic items
- Managers and coaches may not warm up pitchers before or during a game
- On-deck batters are not permitted (expect in Junior and Senior divisions)



### c. Code of Conduct

#### North Mission Viejo Little League Code of Conduct

The following sets forth the specific league policies, rules and requirements governing behavior of adults and children present at the North Mission Viejo Little League (NMVLL) fields at any time and at all NMVLL games at home or away fields. NMVLL has Zero Tolerance for un-sportsmanlike or unacceptable behavior.

All adults present will be accountable for their behavior and the behavior of their guests. Parents and guardians will be accountable for the behavior of their children.

This document will be used to certify that adults, parents, and guardians understand their responsibilities of this policy. Failure to comply may result in the immediate expulsion from the fields of the offending individual. If expelled, the individual may not return to the fields pending action by the NMVLL Board of Directors.

1. I will not force my child to participate in sports.
2. I will remember that children participate to have fun and that the game is for youth, not adults.
3. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
4. I will learn the rules of the game and the policies of the league.
5. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other NMVLL sporting event.
6. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
7. I will not encourage any behaviors or practices that would endanger the health and well-being of the athletes.
8. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
9. I will enforce that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
10. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
11. I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
12. I will never ridicule or yell at my child or other participant for making a mistake or losing a competition.
13. I will emphasize skill development and practices and how they benefit my child over winning. I will also de-emphasize games and competition in the lower age groups.
14. I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my child to win.
15. I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.
16. I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol, and I will refrain from their use at all sports events.
17. I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.

I agree to read and abide by the NMVLL Code of Conduct. I will also read "Your Role as a Little League Parent", found on the Little League web site at [www.littleleague.org/manual/parents/yourrole](http://www.littleleague.org/manual/parents/yourrole).

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date

#### d. Don't Swing



#### e. Lightning Facts and Safety Procedures

Consider the following facts

- The average lightning stroke is 6-8 miles long
- The average thunderstorm is 6-10 miles wide and travels at a rate of 25 miles per hour
- Once the leading edge of a thunderstorm approaches to within 10 miles, you are at immediate risk due to the possibility of lightning strokes coming from the storm's overhanging anvil cloud (for example, the lightning that injured 13 people during a concert several years ago occurred while it was sunny and dry).
- One average thunder can only be heard over a distance of 3-4 miles, depending on humidity, terrain and other factors. This means that by the time you hear the thunder, you are already in the risk area for lightning strikes.

#### "Flash-Bang" Method

One way of determining how close a recent lightning strike is to you is called the "flash-bang" method. With the "flash-bang" method, a person counts the number of seconds between the sight of a lightning strike and the sound of thunder that follows it. Halt play and evacuation should be called for when the count between the lightning flash and the sound of its thunder is 15 seconds and less.

### **Rule of Thumb**

The ultimate truth about lightning is that it is unpredictable and cannot be prevented. Therefore, a manager, coach or umpire who feels threatened by an approaching storm should stop play and get the kids to safety.

<b>Where to go?</b>	<b>Where NOT to Go!</b>
No place is absolutely safe from the lightning threat, but some places are safer than others. Largely enclosed shelters (substantially constructed buildings) are the safest (like our snack bar and board room). For the majority of participants, the best is for them to seek shelter in a fully-enclosed metal vehicle with the windows rolled up. If you are stranded in an open area and cannot get to shelter in a car, put your feet together, crouch down and put your hands over your ears (to try and prevent eardrum damage).	Avoid high places and open fields, isolated trees, unprotected gazebos, rain or picnic shelters, dugout, flagpoles, light poles, bleachers (metal or wood), metal fences and water.

### **First Aid to a Lightning Victim**

Typically, the lightning victim exhibits similar symptoms as that of someone suffering from a heart attack. In addition to calling 911, the rescuer should consider the following:

- The first tenet of emergency care is “make no more casualties”. If the victim is in a high-risk area (open field, isolated tree, etc.) the rescuer should determine if the movement from the area is necessary – lightning can and does strike the same place twice. If the rescuer is at risk, and the movement of the victim is a viable option, it should be done.
- If the victim is not breathing, start mouth-to-mouth resuscitation. If it is decided to move the victim, give a few quick breaths prior to moving them.
- Determine if the victim has a pulse. If no pulse is detected, start cardiac compressions as well.
- NOTE: CPR should only be administered by a person knowledgeable and trained in the technique.

### **Inclement Weather**

On any day where inclement weather (rain, showers, etc.) occurs the following procedures will be implemented.

The League President will verify the field status with the City of Mission Viejo recreation department as of 1pm on that day, after which the President will update the league line no later than 3pm as to the status of the playing fields. The phone message will include the following:

- Which fields are closed?
- Which fields are open?
- Any fields that are questionable?

It will be the responsibility of each manager to call the NMVLL League Line 949-951-5119 or check the web site for updates on field availability, after which each member of his/her team will be notified via the manager, coach, team mom, etc.

Fields closed due to inclement weather will be posted on the league web site as time provides.

**No activities of any king will be permitted on fields closed by weather conditions. Any team, manager or coach who willingly attempts to play or practice on any closed field will be subject to disciplinary action by the NMVLL Board of Directors.**

### Parents & Players

- Read the league's safety code and abide by its policies.
- Read and sign the parent code of conduct, to be retained by the league for the duration of the season. (League code of conduct signed by all parents – form available at [www.nmvll.org/forms](http://www.nmvll.org/forms) and in this plan)
- Follow the direction of Safety Office and Board of Directors to ensure safety if a priority.

### Some Important Do's and Don'ts for Managers and Coaches

#### Do...

- Reassure and aid children who are injured, frightened or lost
- Provide or assist in obtaining medical attention for those who require it
- Know your limitations
- Carry your first aid kit to all games and practices
- Listen to the injured describe what happened and what hurts if conscious. Before questioning, you may have to calm and soothe the excited child
- Feel gently and carefully the injured area for signs of swelling or granting of broken bone
- Have your players' Medical Clearance Forms with you. Have a cell phone available at all games and practices.

#### Don't....

- Administer any medication
- Provide food or beverages (other than water)
- Hesitate in giving aid when needed
- Be afraid to ask for help if you're not sure of the proper procedures (i.e., CPR, etc.)
- Transport injured individuals except in extreme emergencies
- Leave an unattended child at a practice or a game
- Hesitate to report any present or potential safety hazard to the Safety Officer immediately (contact daily Safety Officer through the snack bar or the League Safety Officer by email at [safety@nmvll.org](mailto:safety@nmvll.org)).



