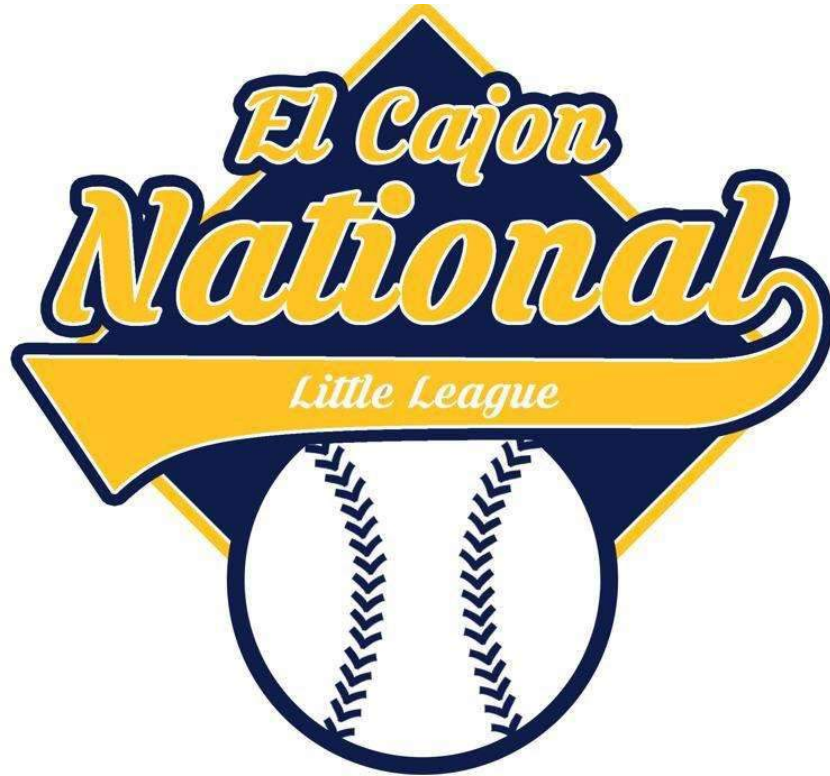


El Cajon National Little League



2024

Safety Program

League ID #405-41-02

The 2024 Safety Officer is:

Rachel Smith

Cell Number: (208) 719-1223

Email: safety@elcajonnational.com

Each team will receive a paper copy of this safety manual.

Managers should have a copy of the safety manual at all league functions.

Remember: Safety is everyone's job.

Prevention is the key to keeping accidents to a minimum.

Report all hazardous conditions to the Safety Officer or other Board Member immediately.

Do not play on an unsafe field or with unsafe equipment. Check the team's equipment prior to each use.

Safety Program Mission Statement

El Cajon National Little League (ECNLL) is a non-profit organization run by volunteers whose mission is to provide an opportunity for our community's children to learn the game of baseball in a safe and friendly environment.

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2023-2024 Board of Directors

Title	Name	Phone Number	Email
President	Ross Kudo	(808) 651-2518	president@elcajonnational.com
Vice President	Elena Stoddard	(619) 200-9430	vicepresident@elcajonnational.com
Player Agent	Melissa Kudo	(619) 997-7211	playeragent@elcajonnational.com
Auxiliary President	Katy Vargas	(619) 885-8880	auxiliary@elcajonnational.com
Coach Coordinator	Jorge Rodriguez	(619) 940-2367	coachescoordinator@elcajonnational.com
Treasurer	Courtney Williams	(619) 249-5185	treasurer@elcajonnational.com
Secretary	Jenn Manoff	(619) 820-1888	secretary@elcajonnational.com
Safety Officer	Rachel Smith	(208) 719-1223	safety@elcajonnational.com
Fall Ball Coordinator	Jackie Ayo	(619) 200-2591	fallball@elcajonnational.com
Team Parent Coordinator	Melissa Rodriguez	(619) 870-7600	teamparent@elcajonnational.com
Sponsorship Coordinator	Rachel Corbin	(619) 370-6846	sponsorship@elcajonnational.com
Purchasing Agent	Jenn Manoff	(619) 820-1888	purchasingagent@elcajonnational.com
Information Officer	Tiffany Windham	(858) 899-6396	information@elcajonnational.com

2023-2024 Members at Large

Name	Phone number	Email
Maricela Sandoval	(619) 368-3805	Maricelak20@gmail.com
Lessly Henry	(619) 414-2983	Lessly_7@yahoo.com

Emergency Phone Numbers

Police Emergency	El Cajon Police	911
Police Non-Emergency	El Cajon Police	(619)579-3311
Fire	Heartland Fire Dept	(619) 441-4120
Recreation Services	City of El Cajon	(619) 441-1557
Animal Control	City of El Cajon	(619) 441-1580
Highway Patrol	State of California	(619) 401-2000

Neighboring Hospitals

Sharp Grossmont	5555 Grossmont Center Dr, La Mesa	(619) 740-6000
East County Urgent Care	1625 E. Main St, el Cajon	(619) 376-1082

Official League Application Process

Dear Prospective Manager/Coach:

We greatly appreciate your keen interest in assuming the role of manager and/or coach for an El Cajon National Little League (ECNLL) Team during the forthcoming 2023-2024 regular season.

The El Cajon National Little League program is unwavering in its commitment to affording every player the opportunity to engage within a competitive yet instructive atmosphere. Our paramount goal remains the cultivation of teamwork, sportsmanship, and equitable conduct, thereby constituting the foundational principles for all participants and their families.

Without exception, all managers, coaches, players, parents, patrons and observers are obligated to adhere to rigorously to both the regulations stipulated by Little League International and the encompassing provisions outlined by ECNLL. Compliance with the League's rules, regulations, policies, code of conduct, and wholehearted collaboration with the Board of Directors is of utmost importance.

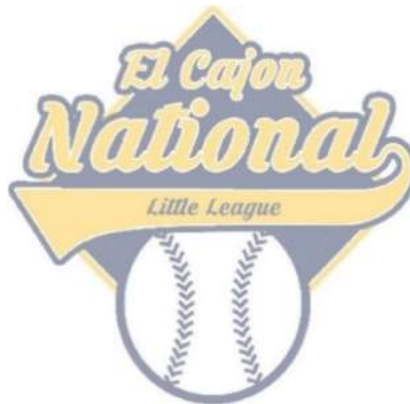
In pursuit of a managerial or coaching position, we kindly ask your completion of the enclosed Manager/Coach Application form, the Volunteer Code of Conduct Agreement, and the Little League Volunteer Application. Additionally, we require a photocopy of your driver's license or a government-issued Identification document.

We kindly request that all duly completed forms be forwarded electronically to the league's president at president@elcajonnational.com

We express our sincere gratitude for your earnest interest in contributing to the advancement of our league.

Sincerely

Ross Kudo
President
El Cajon National Little League



To be considered for the position of manager or coach for the upcoming season *it is your responsibility to complete and return the application form found at:* [Manager/Coach Application](#)

In addition, you will be required to read, agree and sign the Volunteer Code of Conduct agreement and submit to a background check.

Field Inspections and Storage Procedures

Before the season starts, familiarize yourself with safety materials, and appoint a safety parent for your team, they need to be present at all games. This person may also be an assistant coach.

Lightning and Weather

At Practices:

1. Be aware of weather reports before heading to your practice field.
2. At the first sign of approaching weather or sound of thunder, stop practice immediately and get everyone into cars or inside of an enclosed building. Do NOT congregate under trees or near metal fences/backstops.
3. Do NOT wait for the first sight of lightning. The first one could be the one that hits you!
4. Do NOT resume practice until the weather has safely passed.

At Games:

1. The league's President will track lightning via phone app at all games.
2. When approaching lightning is determined to be within 10 miles of the field, the scorekeeper or designated person will inform the home plate umpire, who will immediately stop the game on the major's field.
3. A verbal announcement will be made to notify the other fields that lightning is approaching.
4. The other fields will **immediately** stop the games in progress.

All managers, coaches and players will immediately move all players to safe surroundings inside an enclosed building or inside vehicles. No one is to remain outside or in the dugouts.

Annual Facility Survey

On a yearly basis, ECNLL will answer the facility survey questions in the Little League Data Center <https://apps.littleleague.org/dc/Account/Login>

Logging In to the Little League Data Center:

Your Data Center username is the same as the email address on your league or district officer record. Please confirm with the League President or District Administrator that you have been added as an officer, and that your email address is correct. You should receive an email with password setup instructions once listed as an officer.

Enforcement of Little League Rules

All managers, Coaches and Umpires shall familiarize themselves with District 41 Little League Rules and adhere to, the El Cajon National Little League- 2023/2024 Bylaws.

Submission of Player, Manager and Coach Data

ECNLL player, manager, and Coach Information will be submitted through the Little League Data center at www.littleleague.org on an annual basis by April 1st or two weeks following the draft.

Complete Survey Questions in Little League Data center

We will answer the survey questions in the Little League Data Center.

First Aid Kits and Communicable Disease Procedures

First aid kits/supplies will be available to each team and are located at the snack bar.

First Aid Kit Requirements:

Each team is provided with a league issued first aid kit. Each kit includes the following:

(10) Adhesive sterile bandage

(2) Extra-large adhesive sterile bandage

(2) Non adherent pads 2x3

(2) Gauze pad 12-ply 3x3 sterile

(1) Adhesive tape

(2) Instant cold compress 4x4

(3) Triple antibiotic ointment

(3) Antiseptic towelette

(1) 8oz. Burn cream

(3) Sting relief wipes

(1) Tweezers

Communicable Disease Procedures

- 1. Bleeding must be stopped, open wounds must be covered and if there is any excessive amount of blood on the uniform, it must be changed before the player returns to the game.**
- 2. Routine use of gloves or other precautions to prevent skin and mucous membrane exposure when contact with blood or other bodily fluids is encouraged.**
- 3. Immediately wash hands and other skin surface if contaminated with blood.**
- 4. Clean all blood contaminated surfaces and equipment.**
- 5. Managers, coaches and volunteers with open wounds should refrain from all direct contact until the condition is resolved.**
- 6. Follow accepted guidelines in the immediate control of bleeding and disposal when handling bloody dressings, mouth guards and other articles containing bodily fluids.**

Accident Reporting

What to Report: An incident that causes a Player, Manager, Coach or Umpire to receive medical treatment or first aid must be reported to the, Safety Officer.

When to Report: All such incidents described above must be reported to The Safety Officer within 24 to 48 hours of the incident.

The 2024 Safety Officer is:
Rachel Smith
Cell Number: (208) 719-1223
Email: safety@elcajonnational.com

How to Make a Report:

Reporting incidents can come in a variety of forms. Most typically they are telephone conversations.

At a minimum, the following information is needed:

1. The name and address of the injured person.
2. The date, time, and location of the incident.
3. As detailed of a description of the incident as possible.
4. The preliminary estimation of the extent of the injury.
5. The name and phone number of the person making the report.
6. Names and phone number of any witnesses.

*All parents/players/volunteers acknowledge that they participate in Little League sponsored events at their own risk. If requested, Little League insurance is available and would be supplemental to the insured's own insurance. Deductibles may apply.

How to Replace the injury report form:

If needed additional forms can be provided by the Safety Officer or can be found at:
<https://www.littleleague.org/downloads/incident-injury-tracking-form/>

Dehydration and Heat Illness Injury Prevention

Heat Illness is a serious medical condition resulting from the body's inability to cope with a particular heat load, and includes heat cramps, heat exhaustion, heat syncope and heat stroke.

Players are highly encouraged to bring bottled water and/or sports drinks to each practice and game. When temperatures are above 85 degrees, Coaches/Managers should remind parents to send extra water and ball caps with players.

Symptoms of Heat Illness May Include:

Heavy sweating during intense activities; painful, involuntary muscle spasms or cramps that may occur during hard work in hot environments. Muscles most often affected include calves, arms, abdomen, and back. Light-headedness; dizziness; fainting (short duration); nausea; vomiting; pale skin.

If any of the following occur, call 911 right away and do not leave the person unattended:

No sweating; hot red, dry or damp skin; confusion; altered mental status; slurred speech; fast, strong pulse; loss of consciousness; seizures, or convulsions.

Tips to Prevent Heat Illness:

- ✓ Know that once you are thirsty, you are already dehydrated.
- ✓ Drink before you become thirsty.
- ✓ Drink plenty of liquids like water, or sports drinks every 15-30 minutes.
- ✓ Do not drink beverages with caffeine before practice or games. Caffeine can increase the rate of dehydration.
- ✓ In the event that practices and/or games are held during high temperatures, areas of shade will be made available and hydration breaks provided at least every 30 minutes.
- ✓ Wear light color loose cloths.
- ✓ Use sunscreen to prevent sunburn.
- ✓ If you begin to feel faint or dizzy stop your activity and cool off by sitting in the shade, air-conditioned car or use a wet rag to cool you off.

How is it treated?

Emergency medical treatment is necessary. If you think someone has heatstroke, call 911 or a doctor immediately. In the meantime, give first aid as follows:

- Move the person to a shady area.
- Cover the person with a wet sheet and keep the sheet wet for cooling from evaporation.
- Fan the person with paper or an electric fan (preferably not cold air.)
- Sponge down the body, especially the head, with cool water.
- Continue giving first aid until the body feels cool to the touch.
- If the person is conscious, let them sip water, fruit juice or a soft drink.

Mandatory Online Trainings:

Safe Sports Act

- “Protecting Young Victims from Sexual Abuse and SafeSport Authorization Act of 2017” became federal law in 2018.
- The goal of SafeSport is to protect children from abusive situations by engaging more people in the reporting and education processes.
- A volunteer now can be held legally responsible if they have firsthand knowledge and fail to report any type of Child Abuse to the correct parties.
- SafeSport covers all types of Child Abuse: both physical and psychological.
- SafeSport prompted USA Baseball to create Pure Baseball.

USA Baseball Pure Baseball Initiative:

Little League International and all local little league programs MUST adhere to the requirements of the SafeSport Act:

All managers, coaches, administrators and officials MUST complete the Abuse Awareness training provided by USA Baseball and SafeSport. All managers and coaches must include their certificate of completion in their team binder.

The SafeSport online training is at: [safe sport online training](#)

Heads Up: Concussion Protocol Training:

Effective January 1, 2017 California Legislature enacted the “Youth Sports Concussion and Cardiac Arrest Prevention Protocols” law which requires youth sports organizations to adopt a policy concerning the prevention and treatment of injuries to the head and/or fainting which may occur during a youth’s participation in competitive sports, including, without limitation, a concussion of the brain.

What is a concussion?

A concussion is a brain injury that results from a bump, blow or jolt to the head or body which causes the brain to move rapidly in the skull and which disrupts normal brain function.

Why are Concussions Dangerous?

The Centers for Disease Control and Prevention of the United States Department of Health and Human Services estimates that as many as 3.8 million concussions occur each year in the United States which are related to participation in sports and other recreational activities. Athletes who continue to participate in an athletic activity while suffering from a concussion or suffering from the symptoms of an injury to the head are at greater risk for catastrophic injury to the brain or even death.

California law requires that ALL managers, coaches, administrators and officials complete an online concussion training at least once before supervising young athletes and provide the league with a certificate of completion. It only takes 30 minutes to complete.

The online Concussion Protocol Training is at:

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

Save a Life: Sudden Cardiac Arrest Prevention Training:

Sudden Cardiac Arrest (SCA) is not a heart attack. It's an abnormality in the heart's electrical system that abruptly stops the heartbeat. It's caused by an undetected congenital or genetic heart condition.

Possible Warning Signs: Unexplained fainting, shortness of breath, lightheadedness, chest pain, heart palpitations, family history of SCA, or unexplained sudden death under the age of 50.

These symptoms can be unclear and confusing in athletes. Often, people confuse these warning signs with physical exhaustion. SCA can be prevented if the underlying causes can be diagnosed and treated.

Ensuring that any Little League player who sustains or is suspected of sustaining a concussion or other injury to the head or exhibits symptoms of SCA receives appropriate medical care before returning to baseball activity will significantly reduce the child's risk of sustaining greater injury in the future.

AB379 now requires the same protocols used for concussions in youth and high school sports to be used to help young athletes participating in school and community youth sports organizations from sudden cardiac arrest – the #1 killer of young athletes.

California law requires that ALL managers, coaches, administrators and officials complete an online concussion training at least once before supervising young athletes and provide the league with a certificate of completion. It only takes 30 minutes to complete.

The Save a Life online training is at: <https://epsavealife.org/sca-prevention-training/>

Concession Stand Guidelines

***These written safety procedures shall be posted in the concession stand at all times.**

Wash your hands regularly!

- ✓ Use soap and warm water.
- ✓ Rub your hands vigorously as you wash them.
- ✓ Wash all surfaces including the backs of hands wrists, between fingers and under fingernails.
- ✓ Rinse hands well.
- ✓ Dry hands well.
- ✓ Dry hands with paper towels.
- ✓ Turn off water using paper towel, instead of your bare hands.

***Wash your hands in this fashion before you begin work and especially after performing any of these activities:**

- After touching bare human body parts other than clean hands and clean exposed portions of arms.
- After using restrooms.
- After caring for or handling animals.
- After coughing, sneezing, using a handkerchief or disposable tissue.
- After touching soiled surfaces.
- After drinking, using tobacco, or eating.
- During food preparation.
- After engaging in activities that contaminate hands. Basic

Rules:

1. Menu Ideology-Smaller is better. No salads, cut up fruit, or vegetables, no food prepared at home.
2. Cook food thoroughly. Use a meat thermometer. Keep hotdogs and burgers at 41 degrees when cold and cook to 155 degrees or above when hot.
3. Only healthy people should prepare and serve food. Anyone with any symptoms of disease (cramps, nausea, fever, vomiting, diarrhea, cough etc.) or has open sores or infected cuts on the hands should not be allowed in the food concession area.
4. Workers' clothes should be clean, and they should not smoke in the concession area. Hair restraints are recommended. Keep your hands away from food contact surfaces, and never reuse disposable dishware. Ideally utensils should be washed in a four-step method: (1) Hot soapy water, (2) Rinsing in clean water, (3) Chemical or heat sanitizing, (4) Air drying.
5. Ice that is used to cool cans/bottles should not be used in cup beverages. It should be stored separately. Use scoop to dispense ice, never use hands.
6. Insect control and waste. Keep foods covered to protect from insects. Store pesticides away from food. Place garbage and paper waste in a refuse container with a lid that fits tightly.
7. Keep food stored off the floor at least 6 inches. After your event is finished, clean the concession area and discard any unusable food. Do not save food for reheating.

COVID-19 Protocols

Social distancing of fans -During practices and games, fans should maintain a social distance of 6 feet away from anyone that is not a member of their family or household.

Social distancing of teams - Players and coaches will work to maintain social distancing of 6 feet, where practicable. Game play will create situations in which players are less than 6 feet from one another.

Umpires - The home plate umpire will call balls and strikes from a socially distanced position behind the pitcher's mound. Base umpires will stand in socially distance positions in the outfield grass.

Equipment - Players should use their own sanitized equipment. Drinks - Teams will not share drinks or provide a team cooler.

Pre-Screening for Illness /Symptoms - Parents, players, coaches, and/or other volunteers may not participate in any ECNLL event if they have any illness or symptom of COVID-19.

Symptoms of COVID-19 may include:

Fever;

Dry cough; Tiredness.

Less common symptoms:

Aches and pains;

Sore throat; Diarrhea;

Headache;

Loss of taste or smell;

a rash on skin, or discoloration of fingers or toes.

Serious symptoms:

Difficulty breathing or shortness of breath; Chest pain or pressure;

Loss of speech or movement;

Seek immediate medical attention if you have serious symptoms. Always call before visiting your doctor or health facility.

On average it takes 5-6 days from when someone is infected with the virus for symptoms to appear.

As with any injury or illness, it is best practice that a player or volunteer be cleared by a medical professional to participate in Little League activities. If someone in a player's household has been diagnosed with COVID-19, it is best practice for that player to stay home, as directed by a medical professional.

Pre-Game Field Inspection Checklist

Field Condition	Yes	No	Dugouts	Yes	No
Backstop Intact			Fencing Needs Repair		
Home Plate Intact			Bench Needs Repair		
Bases Secure			Equipment Storage Secure		
Pitcher's Mound Safe			Spectator Area	Yes	No
Batter Box Lined/Level			Trash Cans		
Infield Fence Repair			Bleachers Clean		
Outfield Fence Repair			Protective Fencing Intact		
Foul Lines Marked			Catchers Equipment	Yes	No
Infield need repairs			Catchers Helmet		
Outfield Need Repairs			Catcher's Mitt		
Coaches Boxes Lined			Chest Protector		
Safety Equipment	Yes	No	Shin Guards		
First Aid Kit					
Safety Manual					
Medical Release Forms					

Coach/Managers Name: _____

Date:

Field:

Notes:

*** If areas of concern are identified, reach out to any Board member for assistance.**

Procedural Forms