



ASAP PLAN

First Aid bags donated by:



2024 BASEBALL CALL LIST

Emergency call 911

Poison Control 1-800-222-1222

President- Joshua Scott 207-294-1624

Vice President- Jamie Lamontagne (207) 228-5027

Treasurer- Christine Morin (315) 794-3783

Secretary- Carly Scott 207-294-2320

Umpire in Chief - Don LeBlanc (207) 992-3080

Player Agent- Paul Perreault (207) 289-8549

Equipment Manager- Parker Lowell (207) 272-0612

Field Manager- Todd Turgeon (207) 899-7213

Canteen Manager- Lynda Turgeon (207) 229-1475

Safety Manager- Graig Morin (207) 294-20754

Director of Majors - Steve Mondor +1 (207) 590-8218

Director of Minors- Joe Blais (207) 229-5795

Director of Coach Pitch- Keith Petrin (207) 590-8085

Director of T-Ball-

Challenger Division- Beth Delorenzo +1 (207) 590-9128

2024 SOFTBALL CALL LIST

Emergency call 911

Poison Control 1-800-222-1222

Ann Burton Secretary 207-206-6019

Ashley Ishihara Equipment Manager 207-229-2940

Kristen Perreault Canteen 207-289-9139

Matt Rossignal Sponsorships and fundraising
207-229-9547

Mike LaFortune Director of Coaches 207-929-0638

Mike Ramunno Player Agent 207-423-3650

Paul Perreault (not a member but always a part of the
group messaging) 207-289-8549

Randy Forcier President 207-590-0337

Tim Guillerault Vice President 207-991-2345

Christine Morin Treasurer 315-794-3783

Biddeford Little League

ASAP Plan

1. A copy of this safety manual will be distributed to all team managers in each division and must accompany the team at all times.

2. All volunteers will be required to fill out and submit the enclosed volunteer application form, from which a background check will be performed by the league President and Secretary through Little League International by Little League International. This form can also be sent digitally for a faster more accurate application process.

3. All league managers and coaches will be required to attend a clinic on the fundamentals of coaching baseball at least once every 3 years, and each team must have at least one representative attend this clinic each year.

4. All league managers and coaches will be required to attend a clinic in first aid training at least once every 3 years, and each team must have at least one representative attend the clinic each year.

5. The managers of each team will be responsible for inspecting the field for any hazards that may endanger the players. This must be done before each game or practice.

6. The Equipment Manager will be responsible for issuing safe playing equipment in good condition to each team manager prior to the season. The playing equipment will be inspected by the league Safety Officer prior to distribution.

7. The managers of each team will be responsible for maintaining the integrity of their equipment by inspecting their equipment throughout the season. The discovery of faulty equipment, or equipment that does not conform to little league standards, will be reported to the Equipment Manager and the league Safety Officer immediately.

DAMAGED EQUIPMENT MUST BE REMOVED AND REPLACED IMMEDIATELY.

8. The umpires for each game will be responsible for inspecting the playing equipment before each game.

9. Each team manager will be responsible for keeping a fully stocked First Aid kit on hand at every game or practice. The team manager must have a contact number available for each player in case of an emergency.

10. Each team manager must report **ALL** accidents to the league Safety Officer within 24 hour using either the enclosed little league incident / injury Tracking report or an online form that can be sent via email from the Safety Officer to the manager making the report.

11. The Canteen staff will be responsible for complying with all safety rules and procedures as posted in the building and in this manual. The staff will be responsible for posting and updating the menu as necessary. The safety rules and menu will be reviewed and must be approved by the President and Safety Officer.

12. All Biddeford LL personnel will adhere to and enforce **ALL** Little League rules at practices and games for the safety of the players and spectators, to maintain the integrity of the game and Little League baseball. Managers should keep a copy (digital versions available) of the official playing rules on hand at all times.

13. SAFETY is the responsibility of all the members of Biddeford Little League. Take an active role in protecting our youth. Be preemptive- report all potential hazards or safety issues, including the presence of suspicious looking individuals immediately.

Concession Stand Safety

The following information is intended to help develop a healthy and safe work environment for your league's concession stand. Following these simple safety tips will help minimize the risk of foodborne illness and limit the chance of injury.

Washing Hands

Wash your hands often. Especially after handling any raw food or handling any money. You must also wash your hands after leaving the kitchen and re-entering. The use of disposable gloves can provide an additional barrier to contamination, but they are no substitutes for hand washing! Gloves should be worn when handling food that has been already cooked.

Cooking Food

Use a food thermometer to check on cooking and holding temperatures of potentially hazardous foods. All potentially hazardous foods should be kept at 41° F or below (if cold) or 140° F or above (if hot). Ground beef should be cooked to an internal temperature of 155° F, poultry parts should be cooked to 165° F. Most foodborne illness from temporary events can be traced back to lapses in temperature control.

Cooling and Cold Storage

Foods that require refrigeration must be cooled to 41° F as quickly as possible and held at that temperature until ready to serve. Pans should not be stored one atop the other and lids should be off or ajar until the food is completely cooled. Check the temperature periodically to see if the food is cooling properly. Allowing hazardous foods to remain unrefrigerated for too long has been the number ONE cause of foodborne illness. Never store food in the soda fridge

Health and Hygiene

Only healthy workers should prepare and serve food. Anyone who shows symptoms of disease (cramps, nausea, fever, vomiting, diarrhea, jaundice, etc.) or who has open sores or infected cuts on the hands should not be allowed in the food concession area. Workers should wear clean outer garments and should not smoke in the concession area. The use of hair restraints is recommended to prevent hair ending up in food products.

Food Handling

Avoid hand contact with raw, ready-to-eat foods and food contact surfaces. Use an acceptable dispensing utensil, gloves to serve food. Touching food with bare hands can transfer germs to food.

Washing Dishware

Use disposable utensils for food service. Keep your hands away from food contact surfaces, and never reuse disposable dishware. Wash in a four-step process:

- Washing in hot soapy water;
- Rinsing in clean water;
- Rinsing in a sanitizing bath; and
- Air drying

Wiping Cloths

Rinse and store your wiping cloths in a bucket of sanitizer (example: 1 gallon of water and ½ teaspoon of chlorine bleach). Change the solution every two hours. Well sanitized work surfaces prevent cross-contamination and discourage flies.

Insect Control and Waste

Keep foods covered to protect them from insects. Store pesticides away from foods. Place garbage and paper wastes in a refuse container with a tight-fitting lid. Take garbage out at the end of the shift and always keep surfaces wiped down and clean.

Food Storage and Cleanliness

Keep foods stored off the floor at least six inches. After your event is finished, clean the concession area and discard unusable food. This food needs to be discarded into the dumpster and not left in the kitchen.

Sport Parent Code of Conduct

We, the _____ Little League, have implemented the following Sport Parent Code of Conduct for the important message it holds about the proper role of parents in supporting their child in sports. Parents should read, understand and sign this form prior to their children participating in our league.

Any parent guilty of improper conduct at any game or practice will be asked to leave the sports facility and be suspended from the following game. Repeat violations may cause a multiple game suspension, or the season forfeiture of the privilege of attending all games.

Preamble

The essential elements of character-building and ethics in sports are embodied in the concept of sportsmanship and six core principles:

- Trustworthiness,
- Respect,
- Responsibility,
- Fairness,
- Caring, and
- Good Citizenship.

The highest potential of sports is achieved when competition reflects these "six pillars of character."

I therefore agree:

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 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 demand 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 participants 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.

Parent/Guardian Signature

BLL SAFETY CODE

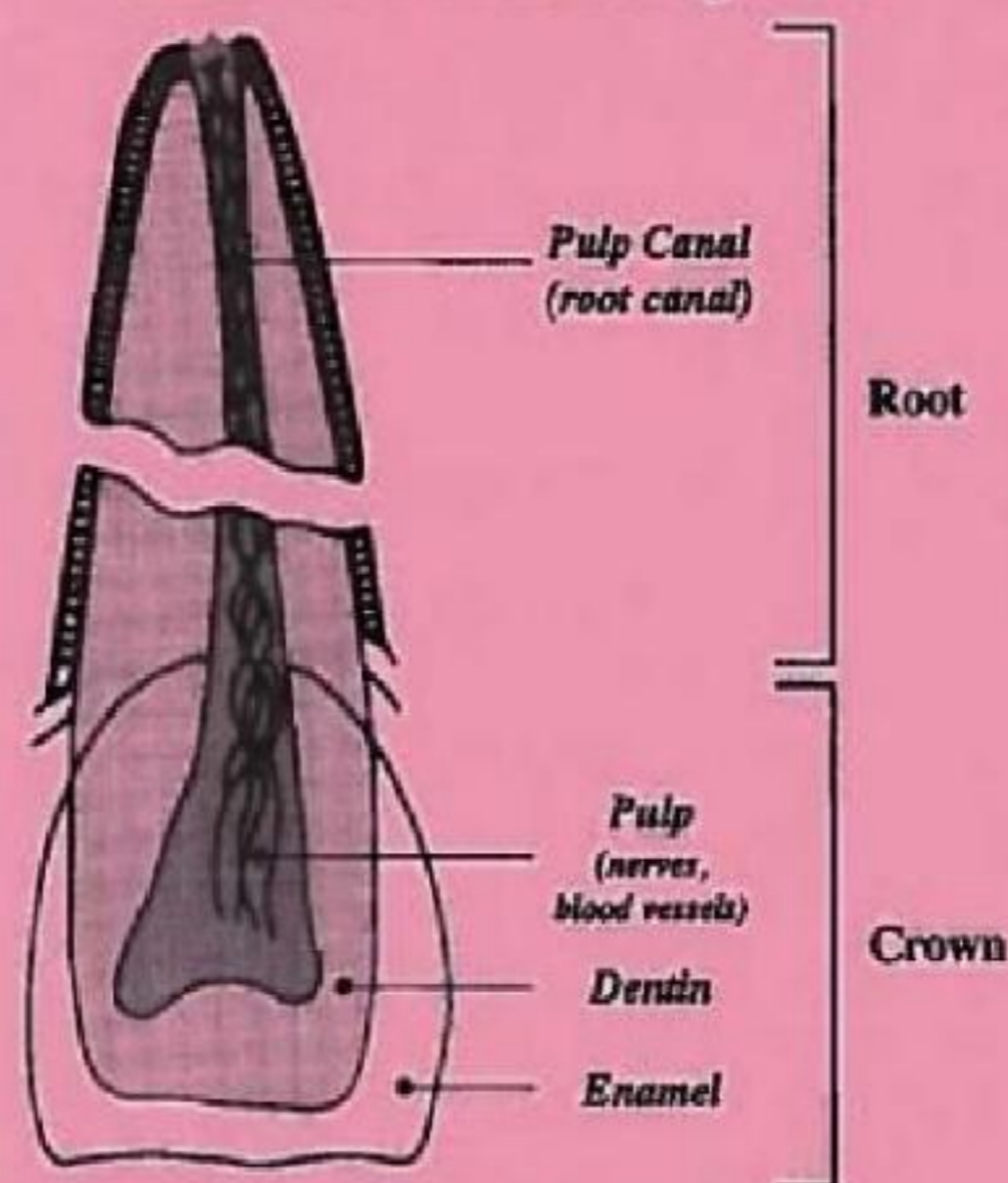
The Board of Directors of Biddeford Little League has mandated the following Safety Code, to be followed by all league members.

- ** The responsibility for safety belongs to all members of Biddeford Little League.
- ** Each player, manager, coach, and umpire shall use proper reasoning and care to prevent injury to him/herself, and to others during practices and games.
- ** Only league approved managers and coaches are allowed to practice teams.
- ** Arrangements should be made in advance of all games and practices for emergency medical services. Keep player medical release forms with teams at all times.
- ** Managers and coaches will have mandatory First Aid training.
- ** Managers and coaches will attend mandatory coaches clinics.
- ** First Aid kits will be issued to each team manager during the pre-season, and must accompany the teams at all times. Additional kits will be located at the concession stand.
- ** No games will be held when weather or field conditions are poor or when lighting is inadequate.
- ** The playing fields will be inspected before games and practices for holes, damaged stones, glass, and other foreign objects.
- ** Team equipment should be stored within the team dugout or behind screens, and in areas defined by the umpires as being in play.
- ** Only players, coaches, managers, and umpires are permitted on the playing field the dugout during games and practices.
- ** The responsibility for keeping bats and loose equipment off the field of play should be that of a player assigned to this purpose, or the team manager and coaches.
- ** Foul balls batted out of the playing area will be returned to either dugout and given to the home plate umpire upon request.
- ** During practices and games, all players should be alert and watching the batter on each pitch.

- ** During warm up drills, players should be spaced so that no one is endangered by wild throws or missed catches.
- ** All pre-game warm ups should be performed within the confines of the playing field, and not within areas that are frequented by, and thus endangering spectators.
- ** Equipment should be inspected regularly for the condition of the equipment, as well as for proper fit of all equipment. (This includes personal equipment as well as league.)
- ** Batters must wear Little League approved protective helmets that bear the NOCSAE seal with full face shields during all batting sessions during practice and games.
- ** Except when a runner is returning to a base, head first slides are not permitted.
- ** On deck batters are not permitted, and players should not have bats in their hands until it is their turn to bat.
- ** BLL will supply the game balls. When balls become discolored, damaged, or weighted, they will be immediately removed from play and discarded.
- ** Male catchers must wear the metal, fiber or plastic type cup, and a long model chest protector.
- ** All catchers must wear a mask with a dangling type throat protector and catcher's helmet during practice, pitcher warm ups, and pre-game warm ups. (Coaches must not warm up pitchers between innings during games.)
- ** Shoes with metal spikes or cleats are not permitted. Shoes with molded cleats are permitted.
- ** Players will not wear jewelry of any kind. (Exception: medical alert jewelry)
- ** Medication should not be administered to players, unless it is done directly by the child's parents. This includes aspirin and Tylenol.
- ** No swinging bats or throwing baseballs at any time within the walkways and common areas of the BLL complexes.
- ** All gates to the field should remain closed at all times during play. After players have entered or left the playing field, gates should be closed and secured.
- ** Players and spectators should be alert at all times for foul balls and errant throws.

NEVER HESITATE TO REPORT ANY PRESENT, OR POTENTIAL SAFETY HAZARD TO THE BIDDEFORD LITTLE LEAGUE SAFETY OFFICER, OR FIELD MANAGER.

Emergency Treatment of Athletic Dental Injuries



Professionally-made, properly fitted Custom Mouthguards greatly reduce the risk and severity of mouth injuries. Mouthguards are recommended injury prevention equipment for all at-risk sports.

AVULSION (Entire Tooth Knocked Out)

1. Avoid additional trauma to tooth while handling. **Do Not** handle tooth by the root. **Do Not** brush or scrub tooth. **Do Not** sterilize tooth.
2. If debris is on tooth, *gently* rinse with water.
3. If possible, reimplant and stabilize by biting down gently on a towel or handkerchief. Do only if athlete is alert and conscious.
4. If unable to reimplant:
 - Best - Place tooth in Hank's Balanced Saline Solution, i.e. "Save-a-tooth."
 - 2nd best - Place tooth in milk. Cold whole milk is best, followed by cold 2% milk.
 - 3rd best - Wrap tooth in saline-soaked gauze.
 - 4th best - Place tooth under athlete's tongue. Do this **ONLY** if athlete is conscious and alert.
 - 5th best - Place tooth in cup of water.
5. Time is very important. Reimplantation within 30 minutes has the highest degree of success rate. **TRANSPORT IMMEDIATELY TO DENTIST.**

LUXATION (Tooth in Socket. But Wrong Position)

THREE POSITIONS

EXTRUDED TOOTH - Upper tooth hangs down and/or lower tooth raised up.

1. Reposition tooth in socket using firm finger pressure.
2. Stabilize tooth by gently biting on towel or handkerchief.
3. **TRANSPORT IMMEDIATELY TO DENTIST.**

LATERAL DISPLACEMENT - Tooth pushed back or pulled forward.

1. Try to reposition tooth using finger pressure.
2. Athlete may require local anesthetic to reposition tooth; if so, stabilize tooth by gently biting on towel or handkerchief.
3. **TRANSPORT IMMEDIATELY TO DENTIST.**

INTRUDED TOOTH - Tooth pushed into gum - looks short.

1. Do nothing - avoid any repositioning of tooth.
2. **TRANSPORT IMMEDIATELY TO DENTIST.**

FRACTURE (Broken Tooth)

1. If tooth is totally broken in half, save the broken portion and bring to the dental office as described under Avulsion, Item 4. Stabilize portion of tooth left in mouth by gently biting on towel or handkerchief to control bleeding.
2. Should extreme pain occur, limit contact with other teeth, air or tongue. Pulp nerve may be exposed, which is extremely painful to athlete.
3. Save all fragments of fractured tooth as described under Avulsion, Item 4.
4. **IMMEDIATELY TRANSPORT PATIENT AND TOOTH FRAGMENTS TO DENTIST.**

Academy for Sports Dentistry
875 North Michigan Ave.
Suite 4040
Chicago, IL 60611-1901

1800-273-1788
1800-ASD-1788

The Academy for Sports Dentistry, a professional organization dedicated to the dental needs of athletes at risk to sports injuries, recommends that every sports medicine team include a dentist knowledgeable in sports dentistry.

MOUTHGUARDS SHOULD NOT BE OPTIONAL EQUIPMENT

Asthma Emergency Signs

Seek Emergency Care If A Child Experiences Any Of The Following:

- + **Child's wheezing or coughing does not improve after taking medicine (15-20 minutes for most asthma medications)**
- + **Child's chest or neck is pulling in while struggling to breathe**
- + **Child has trouble walking or talking**
- + **Child stops playing and cannot start again**
- + **Child's fingernails and/or lips turn blue or gray**
- + **Skin between child's ribs sucks in when breathing**

Asthma is different for every person.

The "Asthma Emergency Signs" above represent general emergency situations as per the National Asthma Education and Prevention Program 1997 Expert Panel Report.

If you are at all uncertain of what to do in case of a breathing emergency...

Call 9-1-1 and the child's parent/guardian!

Michigan Asthma Steering Committee of the Michigan Department of Community Health

Biddeford Medical Release - Treatment Emergency Parent or Guardian Waiver

PARENT OR LEGAL GUARDIAN AUTHORIZATION

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. or Physician)

If a Parent or Legal Guardian cannot be reached in an emergency the Alternate Contact provided can be used.

Terms and Conditions

(1) I/We, the parents/guardians of the above-named candidate for a position on a Little League team, hereby give my/our approval to participate in any and all Little League activities, including transportation to and from the activities.

(2) I/We know that participation in baseball or softball may result in serious injuries and protective equipment does not prevent all injuries to players, and do hereby waive, release, absolve, indemnify, and agree to hold harmless the local Little League, Little League Baseball, Incorporated, the organizers, sponsors, supervisors, participants, and persons transporting my/our child to and from activities from any claim arising out of any injury to my/our child whether the result of negligence or for any other cause.

(3) If applicable, I/We agree to return upon request the uniform and other equipment issued to my/our child in as good conditions as when received except for normal wear and tear.

(4) I/We agree to provide proof of legal residence or school enrollment (as defined by Little League Baseball, Incorporated at LittleLeague.org/residence) and age. I/We understand that our child (candidate) must be eligible under the residence/school attendance and age regulations of Little League Baseball, Incorporated, to participate in this Local League, and that if any controversy arises regarding residence/school attendance and/or age, the decision of the Little League International Charter Committee in Williamsport, Pennsylvania shall be final and binding. -- I/We further understand that if any participant on a Little League team does not qualify for participation in the league based on residence (as defined by Little League Baseball, Incorporated) and/or age, such participant and/or team on which he/she participates be found ineligible, and forfeit(s) and/or suspension of Tournament privileges may be decreed by action of the Little League International Charter Committee or Little League International Tournament Committee.

(5) I/We agree that our child (candidate) may be required to try out for a team. If such does not attend at least 50 percent of the tryouts, local Board-of -Directors' approval is required for such candidate to be placed on a team.

(6) If applicable, I/We understand that our child (candidate) may be chosen at any time to play on a Major Division team, if he or she is of the correct age for such division as determined by the local league and Little League Baseball. Declining to move up to such Major Division team will result in forfeiture of eligibility for the Major Division for the current season, and may be subject to further restrictions by the local league.

(7) I/We will furnish a certified birth certificate of the above-named candidate to League Officials.

(8) I/We understand that my information as the parent or guardian of such above-named candidate is sent by the local league to Little League International each year. Such use of information by Little League International can be found here: www.LittleLeague.org/privacypolicy. You may opt-out of communications from Little League International at any time.

***This document was signed online by each parent.**

Suggestions for Warm-up Drills



Heel Cord Stretches

Lean against a wall. Reach one leg behind you. Keep the knee straight, heel on the ground, and toes pointed forward. Slightly bend the leg that's closer to the wall. Lean forward. You should feel the stretch along the back of your calf. Repeat with other leg.



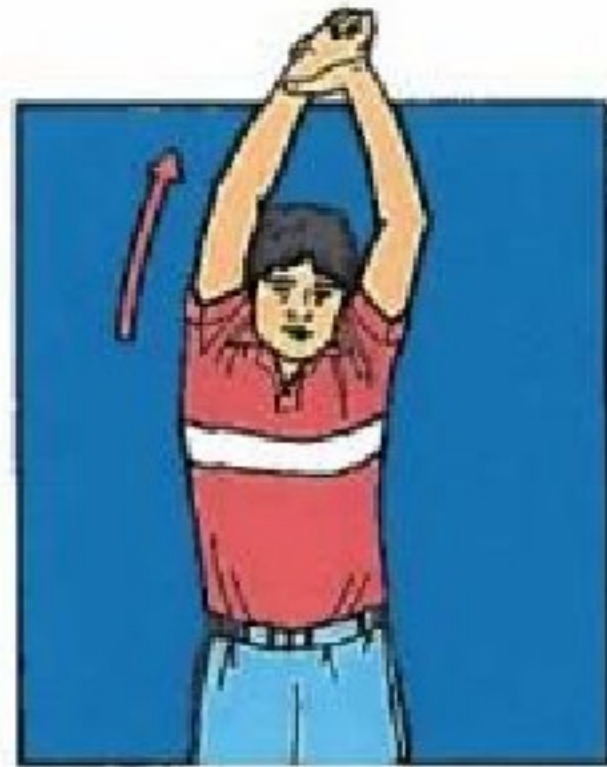
Head and Neck Circles

Make a circle with your head, going around first in one direction five times. Then reverse and make five circles in the opposite direction.



Low Back Stretches

Lie on your back, bring one knee up, and pull the knee slowly toward your chest. Hold and repeat three times. Switch legs and repeat.



Shoulder Stretches #1

Stand or sit, holding your throwing arm at the wrist with your other hand. Put your arm over your head and pull gently, feeling your upper arm against your head. You should feel the stretch inside your shoulder.



Shoulder Stretches #2

Stand or sit, holding onto the elbow of your throwing arm with your other hand. Gently pull your throwing arm across your chest. You should feel the stretch inside your shoulder, especially at the back.



Shoulder Stretches #3

Stand or sit with your pitching arm out to the side and your elbow bent. Move your arm back until you feel the stretch in the front of your shoulder.



Thigh Stretches #1

Sit on the ground. Stretch both legs out in front of you. Reach forward, touching your toes. Eventually, you want to lean forward far enough to put your head on your knees. You should feel the stretch along the backs of your legs.

Thigh Stretches #2

Sit on the ground with one leg stretched out in front of you. Bend the other knee and put your foot behind you. Lean backwards. You should feel the stretch along the front of your thigh.



HAVE YOU:

- ✔ Walked field for debris/foreign objects
- ✔ Inspected helmets, bats, catchers' gear
- ✔ Made sure a First Aid kit is available
- ✔ Checked conditions of fences, backstops, bases and warning track
- ✔ Made sure a working telephone is available
- ✔ Held a warm-up drill

Don't Swing It

...Until You're Up to the Plate!



(Photos from North Scott, Iowa, Little League)

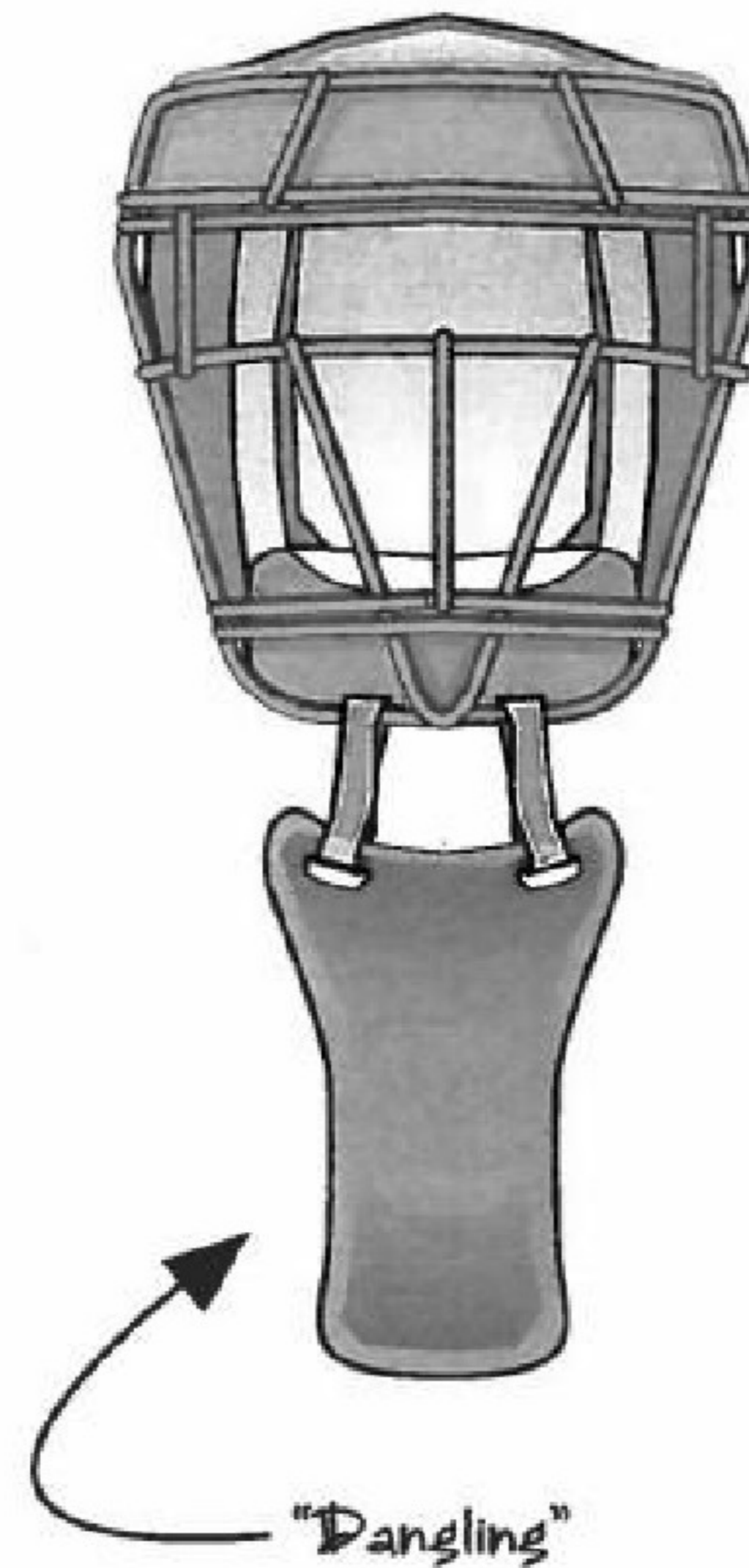
Don't let this happen to you, or to a teammate.

REMEMBER:

Don't pick up your bat until you leave the dugout, to approach the plate.

RULE 1.08, Notes

"1. The on-deck position is not permitted in Tee Ball, Minor League or Little League (Majors) Division. 2. Only the first batter of each half-inning will be allowed outside the dugout between the half-innings in Tee Ball, Minor League or Little League (Majors) Division."



Make Sure They Are Safe!

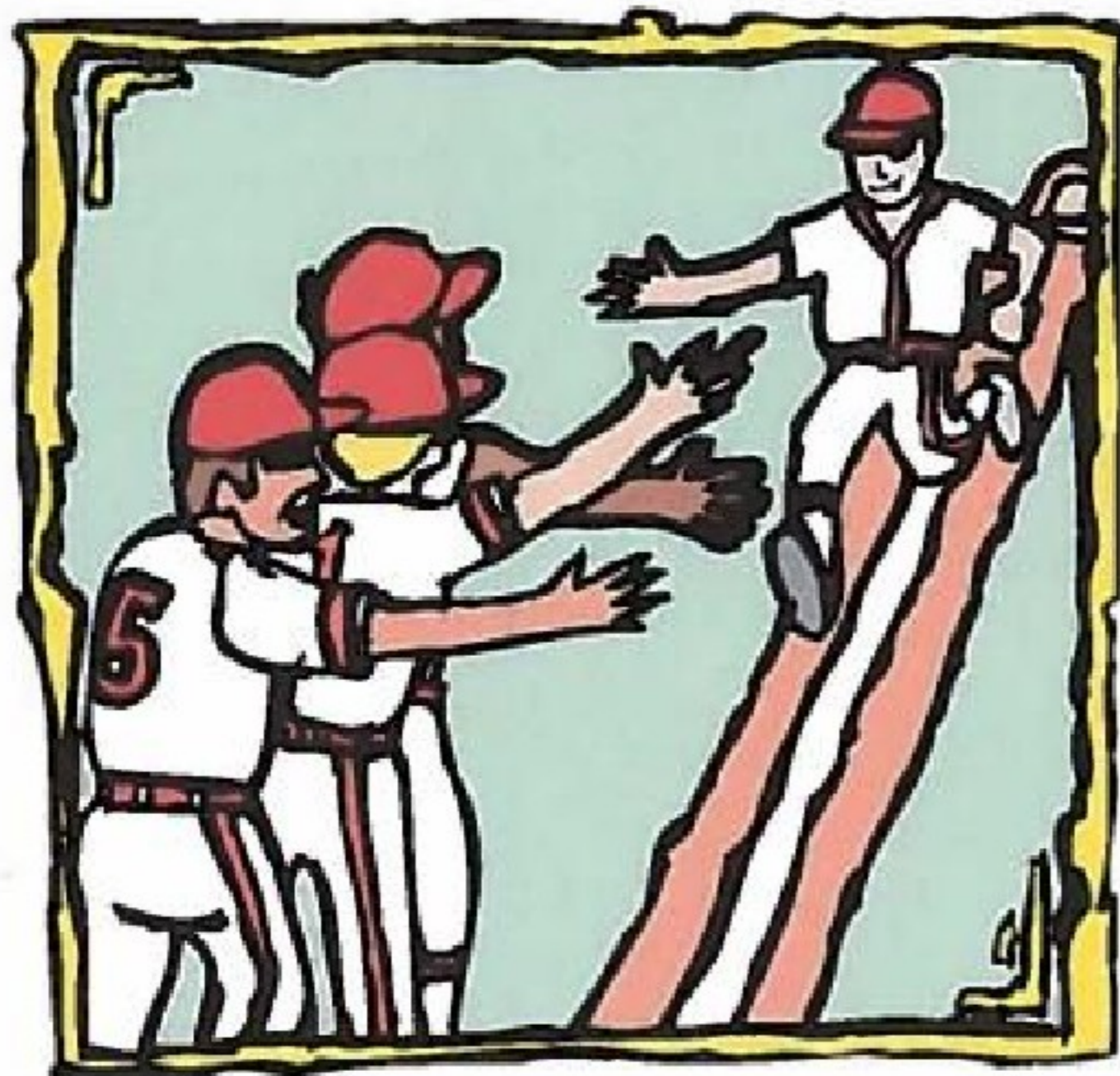
REMEMBER:

Catchers must wear helmets during warm-ups and infield/outfield practice.

RULE 1.17

"...All catchers must wear a mask, 'dangling' type throat protector and catcher's helmet during infield/outfield practice, pitcher warm-up and games."

Keep It Clean!



REMEMBER:

Use good sportsmanship on the field, even to your language.

Regulation XIV - Field Decorum

- a) "The actions of players, managers, coaches, umpires and league officials must be above reproach . . ."
- b) "The use of tobacco and alcoholic beverages in any form is prohibited on the playing field, benches or dugouts."

If You See It, Flee It; If You Hear It, Clear It



REMEMBER:

- **Track approaching storms the best way possible: Internet radar websites, dedicated storm warning system at field, or other storm warnings**
- **Evacuate fields when storms are about 10 miles away: Have players and spectators go to enclosed building or to cars with windows rolled up**
- **Clear fields immediately after thunder has been heard or lightning seen!**

PLEASE WAIT!

- **Wait 30 minutes before returning to play after last sign of lightning activity in your area**
- **Cars shouldn't leave until the game is called, so all players can be accounted for**

Guidelines from the National Oceanic and Atmospheric Administration's (NOAA) National Weather Service

WEATHER CONCERNS

Most of our days in the summer are warm and sunny, but there are those days when the weather turns bad and creates unsafe playing conditions. Be aware of the approach of severe weather, intense sun and heat, and the dangers they present.

Rain:

If it begins to rain:

1. Evaluate the strength of the rain. Is it a light drizzle or is it pouring?
2. Determine what direction the storm is moving in.
3. Evaluate the playing field as it becomes more and more saturated.
4. Stop practice if the playing conditions become unsafe - use common sense. If playing a game, consult with the other manager and the umpire to formulate a decision on whether to continue.

Lightning:

The average lightning stroke is 5 - 6 miles long with up to 30 million volts at 100,000 amps flow in less than a tenth of a second.

The average thunderstorm is 6 -10 miles wide and moves 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 strikes coming from the storm's overhanging anvil cloud. This fact is the reason that many lightning deaths and injuries occur with clear skies overhead.

On average, the thunder from a lightning strike can only be heard over a distance of 3-4 miles, depending on terrain, humidity, and background noise around you. By the time you can hear the thunder, the storm has already approached to within 3-4 miles! The sudden cold wind that many people use to gauge the approach of a thunderstorm is the result of down drafts and usually extends less than 3 miles from the storm's leading edge. By the time you feel the wind, the storm can be less than 3 miles away!

If you can **Hear, See or Feel a Thunderstorm:**

1. Suspend all games and practices immediately.
2. Stay away from metal, including fencing and bleachers.
3. Do not hold metal bats.
4. Get players to walk, not run to their cars and wait for a decision on whether or not to continue the game or practice.

Hot Weather:

Precautions must be taken in order to make sure the players on your team do not dehydrate or hyperventilate.

1. Players should be advised to begin hydrating hours before the game or practice.
2. During the game or practice, suggest players drink water when coming on and going off the field.
3. If a player looks distressed while standing in the hot sun, substitute that player and get him/her into the shade of the dugout immediately.
4. If a player should collapse as a result of heat exhaustion, call **9-1-1** immediately. Get the player to drink water and use the instant ice bags supplied in the First Aid kits to cool the player down until the paramedics arrive.

Ultra - Violet Ray Exposure:

This kind of exposure increases an individual's risk of developing a specific type of skin cancer known as melanoma.

The American Academy of Dermatology estimates that children receive 80% of their lifetime sun exposure by the time that they are 18 years of age.

Therefore, **BLL** will recommend the use of sunscreen with a SPF (sun protection factor) of at least 15 as a means of protection from damaging ultra-violet light.