



League Safety Officer Manual

League Name Holbrook Little League

League # 2 3 0 - 1 8 - 0 3

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The Little League Pledge

I trust in God.

**I love my country
And will respect its laws.**

I will play fair and strive to win.

**But win or lose
I will always do my best.**

HOLBROOK LITTLE LEAGUE OFFICERS

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David Citron	cit22jag@aol.com	(732) 773-2081	VP of Baseball
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John Braun	johnbraun83@gmail.com	(732) 947-1411	Secretary
John Braun	johnbraun83@gmail.com	(732) 947-1411	Safety Officer

HOLBROOK LITTLE LEAGUE

SAFETY POLICY STATEMENT

To provide the children of Jackson, NJ a first-class facility where each and every child can safely participate in the game of baseball.

A facility where safety is never compromised for convenience sake or for the sake of competition and where the well-being of our children is paramount.

A facility where our children and their families can share the love that togetherness generates, and a place where the memories will live forever in the hearts of all members of the Holbrook Family.

Holbrook Little League Policy of “Zero Tolerance”

The “Mission Statement” of Holbrook Little League (“HBLL”) is “...to implant firmly in children of the community the ideas of good sportsmanship, honesty, loyalty, courage, and respect for authority, so that they may be well-adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens...(and)...all directors, officers, managers, coaches and members of the league shall bear in mind that the attainment of exceptional athletic skills or the winning of games is secondary. The molding of children into future citizens is of prime importance.”

Too often, in recent times, this ethic has been ignored to the detriment of our players, coaches, umpires and spectators. In an effort to return to the ideals outlined in our mission statement, the directors of HBLL have adopted a policy of “ZERO TOLERANCE” regarding abusive, rude or unsportsmanlike conduct by any player, coach or spectator.

Effective January 1, 2000, with respect to any regular spring season, fall season, all-star, and play-off season, the HBLL Board of Directors hereby establishes a policy of “Zero Tolerance” which will be enforced in any situation where an umpire or Board Member ejects a player or coach from a scheduled game, or ejects any spectator from the premises “for cause.”

“For cause” shall be deemed to include, but not be limited to, the following infractions:

1. Throwing of a helmet, bat or other equipment in anger or with intent to injure;
2. Profanity or verbal abuse directed at any umpire, coach, player, Board Member or other participant(s) or spectator(s), the determination of which shall be based on the umpire’s, or Board Member’s, best judgment;
3. Unsolicited physical contact which would constitute assault under New Jersey state law.

Any player, coach, or spectator at HBLL who is ejected for cause, shall be suspended from his or her team’s next two games and will not be allowed on the field and may not participate in any way in the games played during the time of the suspension. In the event the ejected player or coach does not leave the field immediately following his or her ejection, that individual’s team shall immediately forfeit the game. In the event an ejected spectator refuses to leave the premises, his or her team shall immediately forfeit the game. Refusal to vacate HBLL property will result in further action and the immediate notification of the Jackson Police Department.

In the event any player, coach or spectator who is an HBLL member serving, or who has served during the current season, a suspension under the zero tolerance policy, and there is a second incident in which such player, coach or spectator is ejected by an umpire or Board Member, then such player, coach or spectator shall be banned from participating in HBLL activities for the remainder of the season, including play-offs, all-star and fall ball games, and may, at the decision of the Board, be refused membership as a player, coach or spectator in future seasons.

If you have any questions, please contact your league Board of Directors. It is the responsibility of the managers of each team to make sure that all players, coaches, and spectators are aware of HBLL’s Zero Tolerance Policy.

Holbrook Little League Board of Directors

Sign: _____

Date: _____

General Safety Code for Holbrook Little League

This safety policy has been created to provide guidance to all volunteers of Holbrook Little League on how to safely perform the responsibilities with which they have been entrusted. A copy of this policy is available from the Holbrook Little League website at <http://www.leaguelineup.com/welcome.asp?url=holbrook>.

- The league safety officer is responsible for the development, review, and communication of this policy. Implementation, while guided by the league safety officer, is the responsibility of all adult members and volunteers of the organization. Children, with the help of their coaches and the support of their parents/guardians, are responsible to abide by this policy at all times.
- Arrangements should be made in advance of all games and practices for emergency medical services.
- Managers, coaches, and umpires are provided some measure of first aid and CPR training during certification training. Holbrook Little League encourages all coaches to attain First Aid/CPR certification from a reputable provider.
- First aid kits are provided to all coaches prior to the season. If a first aid kit needs replenishment, coaches must request a new one from their player agent.
- A first aid kit and an Automatic External Defibrillator (AED) are also available in the kitchen.
- No games or practices should be held when weather or field conditions are not suitable, or when lighting is inadequate.
- Play area should be inspected frequently, including at the start of every game or practice, for holes, damage, glass, or other foreign objects.
- Dugouts and bat racks are positioned behind fences. All players should remain behind these fences when their team is at bat. Players may not put their fingers through the fence at any time.
- 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 should be that of a regular player assigned for this purpose (i.e. – “on deck” batter retrieves previous batter’s bat).
- Players should only retrieve foul or homerun balls if assigned to do so by the manager or coach.
- During practice and games, coaches should ensure that players are alert and watching the batter on each pitch.

- During warm-up drills, players should be spaced and/or arranged so that no one is endangered by wild throws or missed catches.
- Equipment must be inspected regularly.
- Equipment being worn, such as catcher's equipment or batting helmets, must fit properly.
- Batters must wear approved protective helmets while at bat during practices and games. Anybody entering any of the indoor batting lanes, unless entering as part of a defensive drill, must be wearing an approved protective helmet.
- Catchers must wear catcher's helmet, mask, throat protector, long model chest protector, shin guards, and male catchers must wear a protective supporter (cup) at all times.
- While warming up a pitcher, catchers must wear catcher's helmet and mask with throat protector, including in between innings. Coaches may not warm up pitchers between innings.
- Except when a runner is returning to base, head first slides are prohibited (12 years old and under).
- During sliding practices, bases should not be strapped down and should be located away from the base anchoring system.
- At no time should "horse play" be permitted on the playing field.
- Parents of players who wear glasses should be encouraged to provide "Safety Glasses."
- Players may not wear watches, rings, pins, jewelry, or other metallic items.

Holbrook Little League Parent Code of Conduct Agreement

It is the intent of Holbrook Little League to promote fair play and respect for all participants. It is further expected that all parents of participants will read and understand the Parent's Code of Conduct and continue to observe and follow all the principles contained within the code throughout the season.

Parent's Code of Conduct

1. I will not force my child to participate in baseball. I will try to make it FUN!
2. I will encourage my child to play by the rules and to resolve conflict without resorting to hostility or violence.
3. I will teach my child that doing one's best is as important as winning so that my child will never feel defeated by the outcome of the game. I will make my child feel like a winner every time by offering praise for competing fairly and hard.
4. I will never ridicule or yell at my child for making a mistake or losing a game.
5. I will remember that children learn by example. I will applaud good plays by both my child's team and their opponents. I will not be critical of, or embarrass any player, including opposition players.
6. I will never question the umpire's judgment or honesty in public. I recognize that umpires are being developed in the same manner as players.
7. I will respect and show appreciation for the volunteers who give their time to baseball for my child.
8. I will never yell, taunt, threaten, or inflict physical violence upon any player, coach, manager, official, or spectator at any Holbrook Little League activity. I will refrain from the use of abusive or vulgar language, racial, ethnic, or gender-related slurs at any time, at any field or league function. I will support all efforts to remove verbal and physical abuse from Holbrook Little League games.
9. I will leave the coaching to the Manager and Coaches. I will encourage my child to play in a manner consistent with the team's strategy or plans.
10. I will emphasize skill development and take a serious approach to practices and explain to my child how skill development will benefit them.
11. I will attempt to learn about the game of baseball (rules, equipment, levels, skills, etc.) so that I may best support my child's development in the game.
12. I will communicate all and any concerns regarding inappropriate behavior to my child's team manager or a Holbrook Little League Board Member.

13. I will insist that my child plays in a safe and healthy environment. I will support a sports environment that is free of alcohol, drugs, tobacco, and I will refrain from their use at all Holbrook Little League events.
 14. I understand the benefits from participating in a team sport, the commitment, the discipline, and the social skills learned and acquired.
 15. I will remember that my child plays baseball for his or her enjoyment, not mine.
-

I have read and understand the above Code of Conduct and agree to abide by its guidelines at all team and league activities. I understand that if I do not follow this Code of Conduct, I may be asked to leave the league activity (such as a game or practice) or I may be asked to withdraw my child from the league.

Child's Name: _____ **Date:** _____

Parent Name: _____ **Signature:** _____

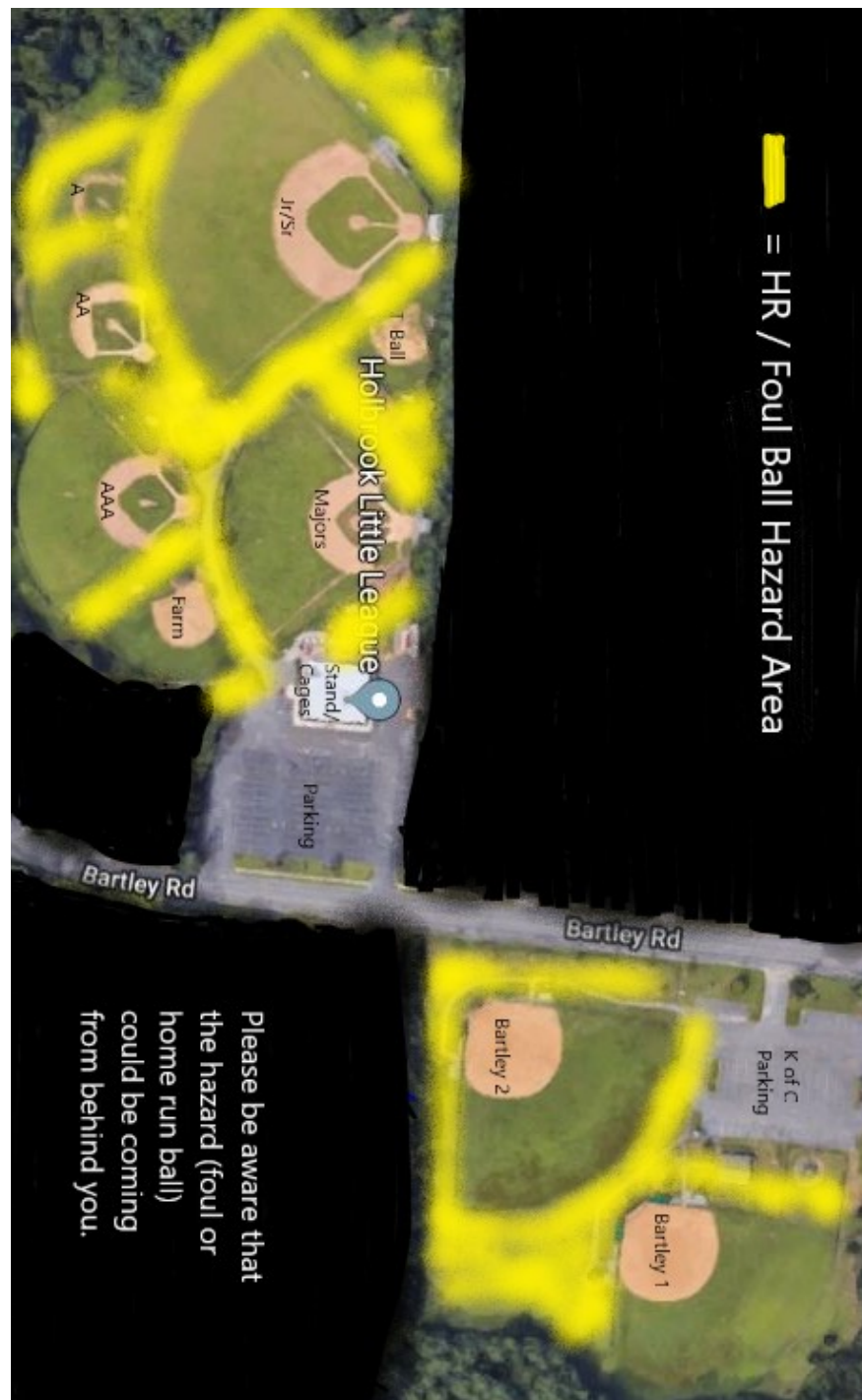
Parent Name: _____ **Signature:** _____

Holbrook Little League Facility Map



Note: Bartley fields are not Holbrook Little League Property

Holbrook Little League Map of HR/Foul Ball Hazard Areas



Note: Bartley fields are not Holbrook Little League Property

Facility surveys may also be entered online

LITTLE LEAGUE BASEBALL® & SOFTBALL NATIONAL FACILITY SURVEY

2019



League Name: **Holbrook Little League**

District #: **18**

ID #: **230-18-03**

(if needed)

ID #:

(if needed)

ID #:

City: **Jackson** State: **NJ**

President: **Anne Klimovich**

Safety Officer: **John Braun**

Address: **94 Cedar Swamp Rd**

Address: **5 Knightsbridge Place**

Address:

Address:

City: **Jackson**

City: **Jackson**

State: **NJ** ZIP: **08527**

State: **NJ** ZIP: **08527**

Phone (work): **Same**

Phone (work): **Same**

Phone (home): **Same**

Phone (home): **Same**

Phone (cell): **609-891-5898**

Phone (cell): **732-947-1411**

Email: **amklimovich@icloud.com**

Email: **johnbraun83@gmail.com**

PLANNING TOOL FOR FUTURE LEAGUE NEEDS

What are league's plans for improvements?	Indicate number of fields in boxes below.		
	Next 12 mons.	1-2 yrs.	2+ yrs.
a. New fields	0	0	0
b. Basepath/infield	0	<6	0
c. Bases	0	0	0
d. Scoreboards	0	0	0
e. Pressbox	0	0	0
f. Concession stand	0	0	0
g. Restrooms	0	0	0
h. Field lighting	0	0	2
i. Warning track	0	0	0
j. Bleachers	0	0	0
k. Fencing	0	0	0
l. Bull pens	0	1	0
m. Dugouts	0	0	0
n. Other (specify): Batting Cages	0	1	0

- Please list all fields by name.

Field Identification (List your ballfields 1-20) Use additional forms if more than 20 fields

Limited Edition 10-year Pin Collection

This survey can assist in finding areas of focus for your safety plan. During your annual field inspections, please complete this form and return along with your qualified safety plan. In return, we'll send you the 2018 Disney® character collector's pin shown at right featuring Digger in right field. Or enter data on the ASAP online site through the Little League Data Center.



1	Name: Farm
2	Name: Single A
3	Name: Majors
4	Name: Jr/Sr
5	Name: AA
6	Name: AAA
7	Name: Tee Ball
8	Name:
9	Name:
10	Name:
11	Name:
12	Name:
13	Name:
14	Name:
15	Name:
16	Name:
17	Name:
18	Name:
19	Name:
20	Name:

Please answer the following questions for each field:

Field #

GENERAL INVENTORY

(For the following questions, if the answer is "No" please leave the space blank.)

1. How many cars can park in designated parking areas?

None

	1-50
	51-100
	101 or more

2. How many people can your bleachers seat?

None/NA

	1-100
	101-300
	301-500
	501 or more

3. What material is used for bleachers?

Wood

	Metal
	Other

4. Metal bleachers: Ground wire attached to ground rod?

Yes

5. Wood bleachers: Are inspected annually for safety?

Yes

6. Is a safety railing at the top/back of bleachers?

Yes

7. Is a handrail up the sides of bleachers?

Yes

8. Is telephone service available?

Permanent

	Cellular
--	----------

Cellular

9. Is a public address system available?

Permanent

	Portable
--	----------

Portable

10. Is there a pressbox?

Yes

11. Is there a scoreboard?

Yes

12. Adequate bathroom facilities available?

Yes

13. Permanent concession stands?

Yes

14. Mobile concession stands?

Yes

	Field #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
FIELD																					
15. Is field completely fenced?	Yes	X	X	X	X	X	X														
16. What type of fencing material is used?	Chainlink	X	X	X	X	X	X														
	Wood																				
	Wire																				
17. What base path material is used?	Sand, clay, soil mix	X	X	X	X	X	X	X													
	Ground burnt brick																				
	Other:																				
18. What is used to mark baseline?	Non-caustic lime	X	X	X	X	X	X	X													
	Spray paint																				
	Commerc'l marking																				
19. Is your the infield surface grass?	Yes		X	X	X	X	X														
20. Does field have conventional dirt pitching mound?	Yes																				
21. Does field have a temporary pitching mound?	Yes																				
22. Are there foul poles?	Yes		X	X	X	X	X	X													
23. Backstop behind home plate?	Yes	X	X	X	X	X	X	X													
PERFORMANCE AND PLAYER SAFETY																					
24. Is there an outfield warning track?	Yes																				
24.a. If yes, what width is warning track? Please specify:	(Width in feet)																				
25. Batter's eye (screen/covering) at center field?	Yes		X	X	X	X	X														
26. Pitcher's eye (screen/covering) behind home plate?	Yes		X	X	X	X	X														
27. Are there protective fences in front of the dugouts?	Yes	X	X	X	X	X	X	X													
28. Is there a protected, on-deck batter's area? (On-deck areas have been eliminated for ages 12 and below.)	Yes																				
29. Do you have fenced, limited access bull pens?	Yes																				
30. Is a first aid kit provided per field?	Yes	X	X	X	X	X	X	X													
31. Do bleachers have spectator foul ball protection?	Overhead screens																				
	Fencing behind																				
32. Do your bases disengage from their anchors? (Mandatory since 2008)	Yes	X	X	X	X	X	X	X													
33. Is the field lighted?	Yes			X	X																
34. Are light levels at/above Little League standards?	Yes			X	X																
(50 footcandles infield/30 footcandles outfield)	Don't know																				
35. What type of poles are used?	Wood*																				
(Wood poles have not been allowed by Little League for new construction of lighting since 1994)	Steel			X	X																
	Concrete																				
36. Is electrical wiring to each pole underground?	Yes			X	X																
37. Ground wires connected to ground rods on each pole?	Yes			X	X																
38. Which fields were tested/inspected in the last two years?	Electrical System (3/17)			X	X																
Please indicate month/year testing was done (example: 3/10)	Light Levels (3/17)			X	X																
39. Fields tested/inspected by qualified technician?	Electrical System			X	X																
	Light Levels			X	X																

	Field #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
FACILITY MANAGEMENT																					
40. Which fields have the following limitations:																					
a. Amount of time for practice?	Yes	X	X	X	X	X	X	X													
b. Number of teams or games?	Yes	X	X	X	X	X	X	X													
c. Scheduling and/or timing?	Yes	X	X	X	X	X	X	X													
41. Who owns the field?	Municipal																				
	School																				
	League	X	X	X	X	X	X	X													
42. Who is responsible for operational energy costs?	Municipal																				
	School																				
	League	X	X	X	X	X	X	X													
43. Who is responsible for operational maintenance?	Municipal																				
	School																				
	League	X	X	X	X	X	X	X													
44. Who is responsible for purchasing improvements for the field - ie bleachers, fences, lights?	Municipal																				
	School																				
	League	X	X	X	X	X	X	X													
	Other																				
45. What divisions of baseball play on each field?	T-Ball & Minor	X	X			X	X	X													
	Major			X																	
	Jr., Sr. & Big				X																
	Challenger																				
	50 - 70																				
46. What divisions of softball play on each field?	T-Ball & Minor	X	X			X															
	Major			X																	
	Jr., Sr. & Big																				
	Challenger																				
47. Do you plan to host tournaments on this field?	Yes			X	X	X	X														

FIELD DIMENSION DATA

Please complete for each field. Use additional space if necessary.

Field No.	Height	Distance from home plate to:				Foul territory distance from:					
	of	Outfield fence			Back stop	Left field line to fence at:			Right field line to fence at:		
	outfield fence	Left	Center	Right		Home	3rd	Outfield foul pole	Home	1st	Outfield foul pole
1	3	90	96	90	8	10	10	10	10	9	9
2	3	115	124	116	13	16	20	23	17	13	8
3	4	193	197	192.5	21	28	27	27	28	27	27
4	6	279	286	297	19	30	30	32	30	31	32
5	3	115	125	116	13	16	23	20	17	13	8
6	8	175	180	175	20	22	21	16	21	19	16
7	3	120	130	120	10	30	30	30	20	30	30
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											

Accident Reporting Procedures

What to Report

An incident that causes any player, manager, coach, umpires or volunteers to receive medical treatment and/or first-aid must be reported to the Director of Safety. This includes even passive treatment such as the evaluation and diagnosis of the extent of the injury or periods of rest.

When to Report

All such incidents described above must be reported to the Director of Safety within 48 hours of the incident. The Director of Safety for 2019 is John Braun and he can be reached at the following:

Cell Phone: 732-947-1411

Email: johnbraun83@gmail.com

How to Report

Reporting can come in a variety of forms. Typically, they are telephone conversations. 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 preliminary estimation of the extent of any injuries.
- Witness to the incident (phone numbers).
- The name and phone number of the person reporting the incident.

Director of Safety's Responsibilities

Within 48 hours of receiving the incident report, the Director of Safety will contact the injured party or the injured party's parents if a minor and

- Verify the information received
- Obtain any information deemed necessary
- Check on the status of the injured party
- In the event that the injured party required other medical treatment (i.e. Emergency Room visit, doctor visit, etc.) the Director of Safety will advise the parent or guardian of Holbrook 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 Director of Safety shall periodically call the injured party or the party's parents if a minor to:

- Check on the status of the injuries and
- Check if any other assistance is necessary in 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).

Accident forms and other information can be found at:

<https://www.littleleague.org/forms-publications/#asap>

In the Event of an Emergency

For Jackson Police or Ambulance (732) 928-1111 or 911

Centra State Hospital is located in Freehold on Route 537 West, just west of the Freehold Raceway Mall.

Paul Kimball Hospital is located on Route 9 South in Lakewood.

Walk-In Medical is located in the Meridian building on the corner of Bennet's Mills Road and Cooksbridge Road.

For Dental Emergencies:

Dr. Gary Crane DMD 2110 West County Line Road (732) 905-7974

Jackson Family Dentistry 1102 Bennetts Mills Road (732) 901-1970

MAKE SURE that an accident report is filled out and forwarded to the League Safety Officer IMMEDIATELY. Without an accident report, the player will be unable to submit an insurance claim.

A Parent's Guide to the Little League Child Protection Program

Introduction

The backbone of Little League is the adult volunteer. One million strong, it is this corps of dedicated people who coach the teams, umpire the games, work in the concession stands, serve on the local board of directors, and serve at the District level. These people, who live in every U.S. state and more than 100 other countries, make Little League the world's largest and most respected youth sports organization.

We know that the greatest treasure we have is children. As adults, we must ensure that these young people are able to grow up happy, healthy and, above all, safe. Whether they are our children, or the children of others, each of us has a responsibility to protect them.

The Little League Child Protection Program seeks to educate children and volunteers in ways to prevent child abusers from becoming involved in the local league. Part of that education has been to assist local Little League volunteers in finding effective and inexpensive ways to conduct background checks. Little League regulations now say: "No local league shall permit any person to participate in any manner, whose background check reveals a conviction for any crime involving or against a minor." (Reg. I [c] 9.)

Background checks were optional until the 2003 season. Effective in 2007, the local league must conduct a nationwide search that contains the applicable government sex offender registry data. Advances in computer technology – allowing greater access to public records – makes it possible for background checks (at a minimum, to see if an individual is a registered sex offender in any given state) to be conducted in every U.S. state. Local Little League programs are now **required** to annually conduct a background check of Managers, Coaches, Board of Directors members and any other persons, volunteers or hired workers, who provide regular service to the league and/or have repetitive access to, or contact with, players or teams. (Reg. I [b], Reg. I [c] 9.)

The purpose of these background checks is, first and foremost, to protect children. Second, they maintain Little League as a hostile environment for those that would seek to harm children. Third, they will help to protect individuals and leagues from possible loss of personal or league assets because of litigation.

The United States Department of Justice National Sex Offender Public Registry is free and available at www.nsopr.gov.

What Can Parents Do?

Most children have been warned about the dangers of talking to strangers. But for many children, sexual molestation is committed by someone they know. In fact, 80 to 85 percent of all sexual abuse cases in the U.S. are committed by an individual familiar to the victim, according to statistics compiled by Big Brothers & Big Sisters of America.

The truth is, child sex offenders can come from every background, every occupation, every race, and every level of education. They may be married, and they may have children of their own. It is dangerous to believe that the only threat is the stranger in a long raincoat, lurking behind a tree.

In fact, the promotion of this myth may contribute to the problem. Sometimes, a child who is molested by a known and “trusted” person will feel so guilty about not reacting the “right” way that he or she never reports the problem.

Sadly, we have all seen too many reports in which teachers, police officers, clergy, youth sports volunteers, etc., *trusted by all*, have violated that trust and molested children in their care. Of course, this must never be tolerated in Little League or anywhere else.

In many of these situations, the young victims are actually seduced, sometimes over a period of months or even years. The child’s family is lulled into believe in the unusual attention being lavished is a bond of friendship between the adult and the child. In fact, the adult abuser often uses gifts, trips, attention and affection as part of a courtship process. Sometimes, the courtship process extends to the child’s parent(s), but the real target is the child.

Often, but not always, the victim of this type of child sex offender is the child of a single parent. In these cases, the single parent sees the child’s adult friend as a surrogate parent – a Godsend. The very opposite is true.

Two Good Rules of Thumb for All Local Little Leagues and Parents

Generally, a person involved in a local Little League program should not put himself or herself in a one-on-one situation involving a child who is not their own. Of course, some isolated situations may arise where one-on-one situations could take place. However, a one-on-one situation should not be actively *sought out* by the adult, and should not be an ongoing occurrence.

Generally, a person involved in a local Little League program should not provide unwarranted gifts, trips, attention and affection to individual children who are not their own. The key word is *unwarranted*.

Warning Signs of a Seducer

While it remains important to teach young children about the dangers of accepting items from strangers, or talking to them, we should all beware of the danger posed by the “seducer-type” child sex offender.

Each of the individual signs below means very little. Taken as group, however, the signs ***MAY*** point to this type of child sex offender, and should be applied to anyone who has repetitive access to, or contact with, children.

- Provides unwarranted gifts, trips, affection and attention to a specific child or small group of children
- Seeks access to children.
- Gets along with children better than adults.
- “Hangs around” children more than adults.
- Has items at home or in vehicle specifically appealing to children of the ages they intend to molest, such as posters, music, videos, toys, and even alcohol or drugs.
- Displays excessive interest in children (may include inviting children on camping trips or sleepovers).
- Single, over 25 years old (but could be married, sometimes as a “cover,” and could be any age).
- Photographs or videotapes children specifically.
- Lives alone, or with parents.
- Refers to children as objects (“angel,” “pure,” “innocent,” etc.).
- Manipulates children easily.

Again, each of these items, by themselves, is relatively meaningless. Taken together, however, they may indicate a problem.

What to Watch For in Your Child

We’ve seen the signs that could point to a child sex offender, but what about the signs a child might display when he or she has been sexually abused or exploited? Some of these symptoms may be present in a child who has been or is being sexually abused, when such symptoms are not otherwise explainable: sudden mood swings, excessive crying, withdrawal, nightmares, bed-wetting, rebellious behavior, fear of particular people or places, infantile behavior, aggressive behavior, and physical signs such as pain, itch, bleeding, fluid or rawness in private areas.

Getting More Information

These items are meant solely as a general guide, and should not be used as the only means for rooting out child sex offenders. Parents can access more information on child abuse through the National Center for Missing and Exploited Children (a non-profit organization founded by John Walsh, <http://www.missingkids.com/>) and the National Clearinghouse on Child Abuse and Neglect Information (part of a service of the Children’s Bureau, within the Administration on Children, Youth and Families, Administration for Children and Families, U.S. Department of Health and Human Services, <http://www.calib.com/nccanch/>).

How to Report Suspected Child Maltreatment

The National Clearinghouse on Child Abuse and Neglect Information advises this: If you suspect a child is being maltreated, or if you are a child who is being maltreated, or if you are a child who is being maltreated, call the Childhelp USA National Child Abuse Hotline at 1-800-4-A-CHILD (1-800-422-4453; TDD [text telephone] 1-800-2-A-CHILD). This hotline is available 24 hours a day, seven days a week. The Hotline can tell you where to file your report and can help you make the report.

Or, for a list of states' toll-free telephone numbers for reporting suspected child abuse, visit the "Resource Listings" section at this site:

<http://www.calib.com/nccanch/pubs/prevenres/organizations/tollfree.cfm>, or call the Clearinghouse at 1-800-FYI-3366.

Talk to Your Kids; Listen to Your Kids

It is important that you as a parent talk frankly to your children. If a child reports sexual abuse, statistics show he or she is probably telling the truth.

Unfortunately, the sexually molested child often sees himself or herself as the one "at fault" for allowing abuse to happen. Your children **MUST** know that they can come to you with this information, and that you will support them, love them, and *believe* them.

If there is an allegation of sexual abuse of a minor, the crim should be reported immediately. These criminals who steal childhood **MUST BE STOPPED**.

(The above information is from a pamphlet produced by Little League Baseball, Incorporated; P.O. Box 3485; Williamsport, PA 17701)

SAFE TO COMPETE

TIPS for PROTECTING CHILD ATHLETES from Sexual Abuse

Every child athlete deserves a safe and fun sports experience.
Use these tips to help your child have one.

Make a game plan

Ask these questions to find out if preventing child sexual abuse is a priority for your child's youth-sports program.

- Are background checks performed on all staff with access to youth?
- Does staff receive training on recognizing and reporting child sexual abuse? How often?
- Is there a staff code of conduct/ethics? Does it address inappropriate behaviors?
- What is your organization's reporting procedure?

Know the plays

Every youth-sports program should have policies addressing:

Bullying and hazing - There should be a zero-tolerance policy.

Coach-athlete communications - Staff should not communicate with youth about non-sports related matters. Parents should be included in all communications, including those via text message, telephone or social media.

Locker and restrooms - These areas should be supervised by two staff of the same sex as the children using them. Staff should respect children's privacy while supervising them. Parents should have access to the facilities in order to assist young children and those with disabilities.

Supervision - Children should be supervised by at least two staff while at all team activities.

Travel - Staff should not stay in the same hotel rooms as youth.

Get off the bench

Child sex abusers often target youth whose parents appear uninvolved. Help protect your child by being an active participant in his or her athletic experience.

Go to practices and games. You'll be able to get to know the staff and monitor their treatment of children.

Talk to your child about being on the team. If he or she does not like it, find out why. It may indicate a more serious problem or concern.

Help children set boundaries. Teach them they have the right to be treated with respect, even by adults.

Empower youth to say "no." Let them know it's OK to stand up to anyone who makes them feel confused or uncomfortable. Use role-playing scenarios to practice this skill.

Speak up. Address red flag behaviors by speaking with the team's coach. If the issue remains unresolved, discuss your concerns with the organization's administration.

Report. Contact local law enforcement with suspicions of child sexual abuse immediately. Call the National Center for Missing & Exploited Children® at 1-800-THE-LOST® (1-800-843-5678) for additional assistance.

Be a team player. Not all children have someone looking out for them. Bring up red flag behaviors even if your child is not the one being affected.

Learn red flag behaviors

While these warning signs do not always indicate abuse, they do cross appropriate athlete-coach boundaries.

-  Singling youth out for special attention or gift giving.
-  Spending one-on-one time with children such as in private practice sessions.
-  Touching children in ways not related to training for the sport.
-  Telling youth sexual or inappropriate jokes and stories.
-  Commenting on children's appearances when not related to the sport.

For more resources visit www.SafeToCompete.org

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Tip for Protecting Child Athletes from Sexual Abuse is selected from Know the Rules, Your Child Safety.

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This project was supported by Grant No. 2012-MOFG-0001 awarded to the Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs, U.S. Department of Justice. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice. Know the Rules®, National Center for Missing & Exploited Children® and 1-800-THE-LOST® are registered trademarks of the National Center for Missing & Exploited Children.



SEGURO PARA COMPETIR

CONSEJOS para PROTEGER A LOS NIÑOS ATLETAS del abuso sexual

Todos los niños atletas merecen tener una experiencia deportiva segura y divertida. Utilice estos consejos para ayudar a su hijo a tener una.

Realice un plan de juego

Haga las siguientes preguntas para averiguar si la prevención del abuso sexual infantil es una prioridad para el programa de deportes juvenil en el que participa su hijo.

- ¿Se verifican los antecedentes de **todo** el personal que tiene acceso a los jóvenes?
- ¿El personal recibe capacitación sobre cómo reconocer e informar el abuso sexual infantil? ¿Cada cuánto tiempo?
- ¿Existe algún código de conducta/ética del personal? ¿Trata sobre comportamientos inapropiados?
- ¿Cuál es el procedimiento para informar de su organización?

Conozca el juego

Todos los programas de deportes juveniles deberían tener políticas que traten lo siguiente:

Hostigamiento y acoso: debe haber una política de tolerancia cero.

Comunicación entre el entrenador y el atleta: el personal debe hablar con los jóvenes solo sobre asuntos relacionados con el deporte. Los padres deben estar incluidos en todas las comunicaciones, incluidas aquellas vía mensaje de texto, o medios de comunicación social.

Vestuarios y baños: estas áreas deben estar supervisadas por dos miembros del personal del mismo sexo que los niños que lo utilizan. El personal debe respetar la privacidad de los niños mientras los supervisa. Los padres deben tener acceso a las instalaciones para ayudar a sus hijos y a aquellos con discapacidades.

Supervisión: los niños deben ser supervisados por al menos dos miembros del personal mientras realizan actividades en equipo.

Viajes: el personal no debe alojarse en la misma habitación de hotel que los jóvenes.

Entre en acción

Los abusadores sexuales infantiles, a menudo, buscan jóvenes cuyos padres no se involucran. Ayude a proteger a su hijo al participar activamente en sus experiencias atléticas.

Asista a prácticas y juegos: podrá conocer al personal y controlar el trato de los niños.

Hable con su hijo sobre estar en el equipo: si no le gusta, averigüe por qué. Esto puede indicar una inquietud o problema más serio.

Ayude a los niños a poner límites: enséñeles que tienen el derecho a ser tratados con respeto, incluso por los adultos.

Enséñeles a decir "no": explíqueles que está bien defenderse de alguien que los haga sentir confundidos o incómodos. Utilice juegos de roles para practicar esta habilidad.

Hable con un responsable: hable sobre comportamientos alarmantes con el entrenador del equipo. Si el asunto sigue sin resolverse, hable con la administración de la organización.

Informe: comuníquese inmediatamente con la policía local si sospecha de abuso sexual infantil. Llame al National Center for Missing & Exploited Children® al 1-800-THE-LOST® (1-800-843-5678) para obtener asistencia adicional.

Sea un jugador del equipo: no todos los niños tienen a alguien que los cuide. Informe comportamientos alarmantes incluso cuando su hijo no es el niño afectado.

Conozca los comportamientos alarmantes

Estas señales de advertencia no siempre indican abuso, pero cruzan límites apropiados entre el entrenador y el atleta.

Distraer a los jóvenes para darles especial atención o hacerles regalos.

Pasar tiempo a solas con los niños como en sesiones de prácticas privadas.

Tocar a los niños de maneras que no están relacionadas con el entrenamiento deportivo.

Contarles a los jóvenes historias o chistes inapropiados o sexuales.

Hacer comentarios no relacionados con el deporte sobre la apariencia de los niños.

Para obtener más recursos visite www.SafeToCompete.org

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Creación para proteger a los niños atletas del abuso sexual está inspirado por Know The Rules, For Child Safety.

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Este proyecto fue financiado por la Subcomisión NCM, 2013-2014-FY-HQCL, otorgado por la Oficina de Justicia Juvenil y Prevención de la Delincuencia, Oficina de Programas de Justicia, Departamento de Justicia de los EE. UU. (U.S. Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs, U.S. Department of Justice). Los comentarios u opiniones incluidas en este documento son las del autor y no representan necesariamente la postura ni las políticas oficiales del Departamento de Justicia de los EE. UU., Know the Rules®, National Center for Missing & Exploited Children® y 1-800-THE-LOST® son marcas registradas de National Center for Missing & Exploited Children.



Player, Volunteer, and Spectator Safety

Weather Safety

- Thunderstorms

Each year in the United States, more than 400 people are struck by lightning. On average, about 70 people are killed and many suffer permanent neurological disabilities. Most of these can be avoided with proper precautions.

- There are two types of warnings issued by weather services:
 - A Severe Thunderstorm WATCH – means conditions are favorable for severe weather to develop
 - A Severe Thunderstorm WARNING – means severe weather is IMMINENT.
- ALL Thunderstorms produce dangerous lightning.
- Lightning often strikes outside the heaviest rain areas and can strike up to 10 miles away. In contrast, thunder can only be heard from 6 miles away. Therefore, if you can hear thunder, you are already close enough to the storm to be struck by lightning, whether you've SEEN lightning or not.
- No game shall be played when lightning is detected nearby, either visually, by a weather station, or on weather reports. Remember there are two types of warnings issued by weather services:
- In the event lightning is detected, players are to be immediately evacuated to the dugout and instructed to stay away from the fence.
- Spectators are to be instructed to return to their cars to wait for the all clear. Nobody should leave until the game is called so that all players can be accounted for.
- Wait until 30 minutes after the last sign of lightning before resuming activity.

- Rain and Wet Weather

Rain can cause problems as it is occurring as well as afterward. While a light drizzle may not necessitate the stopping of a game, player safety must always take top priority.

- If it is raining, is the rain falling hard enough where a child's safety could be compromised while looking up into the rain to negotiate a batted fly ball or pop up?
- During or after a rain event, is the field wet enough where a reasonable level of surefootedness is impossible?

- During or after a rain event, is the condition of the field wet enough that baseballs or softballs immediately become slippery and hard for the children to handle and impossible to throw safely and accurately?
- During or after a rain event, Is the infield dirt loose and clinging to the ball so that grit and sand can go into a player's eyes while attempting to catch a thrown or batted ball?
- If the skies are overcast, visibility could be compromised. Ask the officer on duty to turn the lights on if they have not already been turned on.
- Extreme Temperatures
 - On extremely hot days, it is easy to become dehydrated. Do not wait until you are thirsty to drink. Thirst is your body's way of telling you that you are already dehydrating.
 - Ensure you drink at least 8 oz of water immediately before activity.
 - Ensure you are taking drinking at least 4 oz every 20 minutes, if not more frequently.
 - After activity, drink 16 oz for every pound of weight lost.
 - Drink water or sports drinks. Avoid sugary drinks or caffeine.
 - Signs of dehydration, in addition to thirst, are fatigue, flushed skin, and light-headedness.
 - If you suspect somebody is dehydrated or suffering from heat stress, stop exercising, get them out of the sun, have them slowly drink water or sports drinks (ensure that it is done slowly, because drinking fast could cause them to vomit which will further dehydrate them).
 - Severe signs are muscle spasms, clumsiness, and delirium. If the body is no longer sweating, it may have lost its ability to regulate body temperature (heat stroke). If any of these signs are noted, call 9-1-1 as the person could be approaching heat stroke or experiencing heat stroke. Heat stroke is ALWAYS a medical emergency.
 - Remember that early in the spring season and late in a fall season, extreme cold temperatures can be a problem as well. Encourage kids to dress in layers so they can be added/removed as necessary for comfort.
 - Do not be afraid to cancel a practice or game if the weather is too cold. Remember, wind drastically affects how cold the weather feels. Don't rely on the thermometer temperature, but rather the wind chill factor.
 - It takes time for a person's body to acclimatize to hot and cold weather, therefore children may be more likely to succumb to heat or cold stress with an early season hot day or an early fall season cold day.

Volunteer Requirements for Player Safety

- All volunteers (managers, coaches, umpires, officers, etc.) are required to fill out a volunteer application and pass a background check before being allowed to interact with the children or participate in any way (See appendix for a copy of the form).
- All managers and coaches must attend a safety certification class which is good for three years. The class is a three-hour safety and first aid course. The current list of certified coaches is included in the appendix. Class is usually held in the spring, prior to the start of the season.
- At minimum there must be at least one certified coach on each team with the remaining coaches having successfully passed the background check. A certified coach must be present at all games and practices.
- Holbrook managers and coaches will be required to attend a coaching clinic prior to the start of the spring season.
- Little League requires that the actions of players, managers, coaches, umpires and league officials must be “above reproach.” This includes the use of language.
- The use of tobacco and alcoholic beverages in any form is prohibited on the playing field, benches, or dugouts.
- Coaches should walk the field prior to the game to inspect for debris, foreign objects, and holes.
- Coaches should check helmets to ensure they are not cracked, damaged, or unacceptable for use whether due to condition or league rules.
- Coaches should ensure that all bats are acceptable according to league rules.
- Coaches should inspect catcher’s gear to ensure it is in good condition.
- Coaches need to ensure a first aid kit is available. If a coach does not have a first aid kit, he should contact the league officers to acquire one.
- Coaches should check the condition of fences and backstops.
- Coaches should ensure warm-ups are of a sufficient time, are supervised and run safely, and stretch/loosen all muscles, not just the arm. Remember, warm-ups may need to take extra time during colder weather.
- Coaches may not warm up a pitcher at home plate or in the bullpen or elsewhere at any time. They may, however, stand to observe a pitcher during warm-up and in the bullpen.
- No bats are to be held in the dugout. LITTLE LEAGUE PROHIBITS AN ON-DECK BATTER through Majors, except for the FIRST batter of each inning who may take practice swings on the grass OUTSIDE of the dugout.
- Coaches are responsible to eliminate all horseplay in the dugouts, keep the players from climbing on the benches/fences, and keep the players’ fingers out of the fence.

Player Safety

- Always wear your seatbelt on the way to and from practices and games.
- Never ride in the back of a pickup truck.
- If you ride your bike, always obey the rules of the road and wear your helmet.
- Never accept a ride from anyone without permission from your parent or guardian.
- Always wear appropriate safety equipment, such as helmets, cups, and, when applicable, catcher's gear. If you don't have something, ask your coach.
- If you feel uncomfortable or unsafe with a manager, coach, or any other adult, let your parent or guardian know immediately (if you feel it's necessary, you may also tell a teacher, coach, or police officer).
- Never leave the field or dugout for any reason without asking for permission from your coach.
- When you are at the field, don't climb on fences or trees, throw rocks or do anything that could get somebody hurt or where property could be damaged.
- Don't throw or hit balls anywhere except in designated areas and as directed by your coach.
- Always tell your coach if you don't feel well or hurt. The coach will make sure that he/she watches out for you.

Safety Guide for Parents/Guardians

- Read and familiarize yourself with the player's safety section and the volunteer requirements for player safety, as well as any other applicable section of this document.
- Be sure that your child is wearing equipment that is in good condition and that fits properly.
- Watch your child and take notice of how they handle themselves while playing with other children. Look for noticeable problems that may indicate a physical development deficiency such as a hand/eye coordination problem or a vision problem. Let your doctor know of any observations.
- Always have your child at the field on time for practice and games so that he/she can stretch properly.
- Stay in communication with your coach if you need to be late or absent, as well as for game and practice updates and cancellations.
- If you must leave your child for practice, please return on time. Managers and coaches are volunteers who have other responsibilities of their own, but WILL remain with your child until you return for them.
- Listen to the kids when they talk and take an interest in what they say. If you are informed of a problem that you don't know how to handle or that you believe the league needs to be aware of, ask any member of the Board of Directors for help.
- Most important, love and protect your kids, no matter what.

Concession Stand Health and Safety

- Ensure ice or ice packs are available at all times.
- Ensure a first aid kit and AED are available.
- Keep floors clean and dry. Clean up spills immediately.
- Report all sharp or jagged edges on walls and equipment.
- Never stand on chairs or equipment.
- Store heavier/bulkier material and supplies on lower shelves.
- Keep aisles and exits free from obstructions.
- Use oven mitts when handling hot trays and utensils.
- Close all doors and drawers immediately.
- Return utensils to their proper place immediately after use.
- Remove any broken glass with a broom and dustpan, not your hands.
- Unplug electrical appliances after use and before cleaning.
- No volunteers should utilize any piece of equipment on which they have not been properly trained or do not feel comfortable.
- Keep knives sharp, use them properly, store them safely.
- Ensure fire extinguishers are available and charged.
- Wear gloves whenever directly handling food.
- Always wash hands prior to touching food, dishes, or utensils and after using the bathroom (see appendix for proper hand washing instructions).
- Do not handle money and touch food without washing hands in between.
- Officer of the Day is responsible to lock up, ensure the money is secured, unplug appliances, store all food properly, put away all utensils, and take all garbage out to the dumpster.
- No Officer or other volunteer should be left alone with cash. Cash deposits to the bank should only be made during the day.
- All volunteers in the kitchen must be at least 18 years of age.

Fire Safety

- Only fight fires that you are capable of fighting and trained to fight.
- ALWAYS fight a fire with your back to the exit so that the fire doesn't get between you and your escape route.
- If, at any time, you feel the fire is too big to fight, immediately exit the building.
- Know where your fire extinguishers are and always ensure they are fully charged prior to the shift.
- Use the PASS method to fight fires with a fire extinguisher:
 - P – Pull (Pull the pin out of the fire extinguisher)
 - A – Aim (Aim at the base of the fire from 6' away. If you cannot get that close, the fire is too big to fight.)
 - S – Squeeze (Squeeze the handle of the fire extinguisher)
 - S – Sweep (Sweep the extinguisher back and forth. Fire extinguishers DO NOT last long)
- DO NOT put water on a grease/oil fire.
- If the fire is too big, stay low to avoid breathing smoke and exit immediately.

Lawn Care Safety

- Never make adjustments or repairs with the engine running.
- Be sure the area is clear of other people before mowing. STOP if anyone enters the area.
- Never carry passengers.
- Do NOT mow in reverse.
- Always look down and behind BEFORE and WHILE backing.
- Remove rocks, tree limbs, cans, etc. before mowing.
- Always check the oil in the mowers before use.
- Make sure all guards are functional and in place.
- Only adults operate mowers. NO children/others allowed to ride along with operator of riding mowers.
- Please report damage or trouble with the mowers so they can be repaired.
- You MUST wear safety glasses when using weed eater.
- Use spring loaded, self-venting metal safety cans for gasoline storage.
- When filling gas cans, place cans on the ground, not in the bed of a truck or in a car.
- Ensure a fire extinguisher is available near any gasoline storage and do not store other flammable materials nearby.

First Aid

Included herein are basic steps to take in the event of some of the more likely baseball injuries. This document does NOT serve as a replacement for actual First Aid/CPR or AED certification. It is highly recommended that all volunteers become certified in First Aid/CPR/and AED usage. There is an AED (Automatic External Defibrillator) located in the concession stand. An AED is designed to be “foolproof” in that it will not deliver a shock to somebody who does NOT need it. The AED will walk the user through the proper steps for analyzing and providing a shock if necessary. In the event that any person becomes unconscious at Holbrook Little League, somebody should be immediately directed to retrieve the AED while somebody else is directed to call 911. While nobody is required to perform CPR, if someone has CPR certification and begins care, they must continue until they are relieved of care by another certified person, Emergency Services arrives, or they can no longer physically perform it. Coaches should not administer ANY medication to a child or attempt to give emergency care beyond their training.

Universal Precautions

- Always treat an injured person as if they ARE infected with a communicable disease. Even somebody you know well could have a disease of which you were not aware.
- Diseases like HIV/AIDS, Hepatitis A or B, and others can be carried in and transferred by the blood and other bodily fluids.
- In order to reduce the risk of transmission, take the following steps:
 - Stop the bleeding.
 - If the injury is not severe but the uniform has excessive blood on it, it must be changed before that child can continue.
 - Always wear gloves or other protection to prevent skin and mucous-membrane exposure when contact with blood or other bodily fluids can be anticipated.
 - Immediately wash hands and other skin surfaces if contaminated with blood or other bodily fluids. Wash hands immediately after removing gloves.
 - Remove gloves properly:
 - With one gloved hand, pull the fingers of the glove off the fingers of the opposite hand.
 - Continue to pull until the glove is removed.
 - Ball that glove up in the palm of the gloved hand.
 - With your bare finger, reach inside the wrist cuff of the other glove and lift, turning the glove inside out as it is pulled off your hand. In doing so, the first glove should be inside the inside-out second glove.
 - Properly dispose of the gloves.

- Clean all contaminated surfaces and equipment with an appropriate disinfectant before competition resumes. A 4:1 bleach to water solution will suffice if other disinfectant is unavailable.
- 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, other diseases can be transmitted via saliva and other bodily fluids such as blood and/or vomit can be present during CPR. In order to reduce risk of exposure, use resuscitation bags or other ventilation devices where available. Otherwise, ensure an acceptable mouthpiece or breathing barrier is in use. If none of these is available, perform compression-only CPR.
- Athletic trainers/coaches with bleeding or oozing skin conditions should refrain from all direct athletic care until the condition resolves.
- Contaminated towels should be properly disposed of/disinfected.
- Follow acceptable guidelines in the immediate control of bleeding when handling bloody dressings, mouthguards, and other articles containing body fluids.

Emergency Treatment of Athletic Dental Injuries

Mouthguards are not a commonly used piece of protective equipment in baseball, yet there is no question that there is risk for dental injuries in the sport. Parents should consider the use of a mouthguard to protect from these injuries.

Emergency Dental Injuries fall into three categories: Avulsion (entire tooth is knocked out), Luxation (tooth remains in the socket, but in the wrong position), and Fracture (broken tooth). Tips on handling each are found below.

Avulsion (Entire Tooth is Knocked Out)

- Avoid additional trauma to the tooth while handling. DO NOT handle the tooth by the root. DO NOT brush or scrub the tooth. DO NOT sterilize tooth.
- If debris is on tooth, *gently* rinse with water.
- If possible, re-implant and stabilize by biting down gently on a towel or handkerchief. Do this ONLY if the athlete is alert and conscious.
- If unable to re-implant:
 - BEST – Place tooth in a “Save-a-tooth” solution.
 - 2nd BEST – Place tooth in milk. Cold whole milk is best, followed by 2%.
 - 3rd BEST – Wrap tooth in saline-soaked gauze.
 - 4th BEST – Place tooth under athlete’s tongue. Do this ONLY if the athlete is conscious and alert.
 - 5th BEST – Place tooth in cup of water.
- Time is VERY important. Re-implantation within 30 minutes has the highest degree of success. TRANSPORT IMMEDIATELY TO THE DENTIST.

Luxation (Tooth in Socket, but Wrong Position)

- Extruded Tooth – Upper tooth hangs down and/or lower tooth raised up.
 - Reposition tooth in socket using firm finger pressure.
 - Stabilize tooth by gently biting on towel or handkerchief.
 - TRANSPORT IMMEDIATELY TO DENTIST.
- Lateral Displacement – Tooth pushed back or pulled forward.
 - Try to reposition tooth using finger pressure.
 - Athlete may require local anesthetic to reposition tooth; if so, stabilize the tooth by gently biting on towel or handkerchief.
 - TRANSPORT IMMEDIATELY TO DENTIST.
- Intruded Tooth – Tooth pushed into gum – looks short.
 - Do nothing – avoid any repositioning of tooth.
 - TRANSPORT IMMEDIATELY TO DENTIST.

Fracture (Broken Tooth)

- 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 the tooth left in mouth by gently biting on towel or handkerchief to control bleeding.
- Should extreme pain occur, limit contact with other teeth, air or tongue. Pulp nerve may be exposed, which is extremely painful to athlete.
- Save all fragments of fractured tooth as described under Avulsion, Item 4.
- IMMEDIATELY TRANSPORT PATIENT AND TOOTH FRAGMENTS TO DENTIST.

Asthma

Know the 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. If you are at all uncertain of what to do in case of a breathing emergency, call 911 and the child's parent/guardian.

Concussions

A concussion is a type of traumatic brain injury caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move quickly back and forth. This fast movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging the brain cells.

Sports are a great way for children and teens to stay healthy and can help them do well in school. As a youth sports coach, your actions create the culture for safety and can help lower an athlete's chance of getting a concussion or other serious injury. Aggressive and/or unsportsmanlike behavior among athletes can increase their chances of getting a concussion or other serious injury. Here are some ways to keep the athletes safe:

- Talk with your players about the importance of reporting concussion symptoms or other injuries. Make them understand that concussions are serious and reporting any symptoms or any incidents that could result in a concussion is of the utmost importance to their safety and well-being.
- Create a culture of safety at games and practices. Teach your athletes ways to reduce the chances of getting a concussion. Enforce the rules and teach fair play, safety, and sportsmanship.
- Keep up-to-date on concussion information. As a coach, other volunteer, or parent, it is a good idea to take the free training from the Centers for Disease Control (CDC) at <http://www.cdc.gov/HEADSUP>
- Download a list of concussion signs to keep at the game or the HEADS UP App.

Symptoms:

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not “feeling right” or “feeling down”

Do not ask your players if they feel any specific symptoms. Ask them to describe what they are feeling. Suggesting specific symptoms could cause you the player to report symptoms they may not actually be feeling.

Running a Safe Practice

Pre-Practice Organization

- Plan ahead – over plan – set a time schedule.
- Vary activities – attention spans may be short.
- Assign jobs for assistant coaches.
- Demonstrate all activities.
- Supervise all activities.
- Set time for practice – arrive early and leave last, ensuring all kids are accounted for.
- Keep attendance and emergency phone list.
- Have an emergency plan (see emergency action plan in this document).
- Check all equipment and field for safety.

Practice Session

- Run first, then stretch.
- Everyone throws in the same direction.
- Practice fielding to see what you have and know your players.
- Soft toss to younger players, hit to older.
- Instruct players to call for pop ups and shield the sun.
- No on deck-batters.
- Ensure players are not throwing the bat.
- Teach sliding to newer/younger players on grass. Do not allow head-first slides.
- Teach players the MUST slide or avoid the catcher on plays to home.

General Rules

- You're in charge. Know where your players are and what they are doing.
- Boys MUST wear cups.
- Catchers MUST wear throat guards regardless of the style of mask.
- Ensure glasses are impact resistant and made for use in sports.
- Make sure ICE is available.
- If you hear thunder, cancel. See the weather safety section for more information.

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.

APPENDIX



Little League® Volunteer Application - 2019

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

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

Name Date

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.)? (list) Yes ☐ No ☐

3. Do you have a valid driver's license? Yes ☐ No ☐

Driver's License#: State

4. Have you ever been convicted of or plead no contest or guilty to any crime(s) involving or against a minor? Yes ☐ No ☐

If yes, describe each in full:

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? Yes ☐ No ☐

If yes, explain:

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/ByStateLaws

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):

Regulation 1(c)(9) Mandates all checks include criminal records and sex offender registry records

* JDP ☐ Sex Offender Registry Data and National Criminal ☐
Records check, as mandated in the current season's official regulations

*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.

LAST UPDATE: 10/1/2018

Coaches with Valid Coaching Certification

The following people have attended the required three-hour certification and first aid training in Spring of the years indicated. The class was conducted by John Braun, Safety Officer for Holbrook Little League, and Steven Ricci, Head Umpire for Holbrook Little League. Each individual is required to take this course every three years.

2017 Coaches Safety Meeting

Nate	Ambos
Chris	Arland
Tanesha	Ballard
Jason	Ballard
Gene	Barth
Doug	Benecke
Craig	Bocchiaro
Michael	Braun
Alex	Bubenas
Sean	Combs
John	Czaczkowski
Michael	DeGregorio
Anthony	Desiderio
Steve	Dubiago
Adam	Faillie
Matt	Flanagan
Michael	Galayda
Aneesha	georgiano
John	georgiano
Robert	Grano
Erik	Gross
Keith	Hahn
Robert	Hart
Cory	Hersh
Brendon	Hill
Melissa	Hill
Mark	Ignaczak
Paul	Izzo
Jeff	Kalin
Vinny	Lopiccolo

Chris	Maarberg
jonathan	McCaleb
Bobby	Miler
Gerard	O'Donnell
James	Overton
Gianna	Palmieri
Hemal	Parikh
Adam	Parker
Jared	Plan
Damien	Porras
Justin	Rachunok
Chris	Rathbauer
Alan	Renouf
James	Rowan
Thomas	Sandoval
Tony	Sasso
Domenic	Simone
Danielle	Steppat
Ronnie	Steppat
Stephen	Tavaska
Eric	Valentin
Carlos	Velasquez
Jill	Villecco
Lauren	Williams
Shaun	Wood

2018 Coaches Safety Meeting

Chris	Arena
Michael	Bradley
Robert	D'Ambola
Michael	DiNinno
Jeff	Elias
Jan	Fiedler
Joe	Hader
George	Harak
Eric	Heitman
Paul	Hogg
Erik	Johnson
Scott	Kirk
Andrew	McCarthy
Brian	McDevitt
Evan	McIntyre
Charles	Miller

Jeff	O'Prandy
Charles	Ricciardi
Brandon	Stacey
John	Tomochek
Alex	Tsapp