



2026 SAFETY PLAN

PWGFS has created awareness, through education and information, in order to provide a safer environment for kids and all participants of the League. In order to be compliant with all county requirements, a League approved Safety Plan that meets certain acceptance criteria must be filed with Prince William County Parks & Recreation before the start of each season.



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Safety Plan

The purpose of the Prince William Girls Fastpitch Softball Safety Plan is to develop guidelines for increasing the safety of activities, equipment, instruction and facilities through education, compliance, and reporting. In support of this goal, PWGFS also commits itself to providing the necessary organizational structure and focus to develop, monitor, and enforce compliance with all aspects of the plan.

The Safety Plan includes the Code of Conduct and Safety Code adopted by the PWGFS Board of Directors. These documents outline specific safety related policies and procedures of the League. All participants, volunteers, employees, spectators, and guests are bound by the guidelines set forth in these documents.

League Safety Officer & Committee

League Safety Officer – Sarah Basler PlayerAgent@pwgfs.net	President – Vic Rivera President@pwgfs.net
Equipment Manager – Brandon Ward Equipment@pwgfs.net	Vice President – Lee Anne Garland VicePresident@pwgfs.net

The Safety Officer:

The Safety Officer of PWGFS is mainly responsible for the development and implementation of the League's safety program. The Safety Officer is the link between the Board of Directors of PWGFS and its managers, coaches, umpires, team safety officers, players, spectators, and any other third parties on the complex in regards to safety matters, rules and regulations.

The League Safety Officer is an additional duty for a member of the PWGFS Board of Directors. This individual acts as the PWGFS primary point of contact for all safety issues and is responsible to review, modify and communicate the League's Safety Plan each year. The plan is presented to the Board for approval and ratification in February or March prior to each upcoming season.

The League President, Vice President and Safety Officer has primary responsibility for ensuring compliance with the Safety Plan. However, the entire PWGFS Board of Directors and Coaches share in the responsibility to ensure awareness and compliance with the Safety Plan relative to their respective position or office.

The PWGFS Safety Officer's and the Safety Committee's responsibilities include:

- Coordinating with the individual Team Coaches in order to provide the safest environment possible for all.
- Assisting parents and individuals with insurance claims and will act as the liaison between PWGFS and Prince William County Parks & Recreation, the insurance company and the parents and individuals.
- Explaining insurance benefits to claimants and assisting them with filing the correct paperwork.
- Keeping the First Aid Log. This log will list where accidents and injuries are occurring, to whom, in which divisions, at what times, and who was under what supervision at the time of the injury. The First-Aid log will be updated in the league repository for historical purposes.
- Correlating and summarizing the data in the First-Aid Log to determine proper accident prevention in the future.
- Insuring that each team receives its Safety Manual and its First-Aid Kit at the beginning of the season.
- Re-stocking the first aid kits as needed.
- Make PWGFS' "no tolerance with child abuse" clear to all.
- Checking fields with the Managers and listing areas needing attention.
- Scheduling a Safety Clinic for all managers, designated coaches, umpires, player agents and team safety officers during the pre-season.
- Creating and maintaining all signs at the ball fields, including No Parking signs, No Smoking signs, No Pets Allowed, batting/pitching cage rules, cautionary signs etc....
- Acting immediately in resolving unsafe or hazardous conditions once a situation has been brought to his/her attention.
- Making spot checks at practices and games to make sure all managers have their First-Aid Kits and Safety Manuals.
- Tracking all injuries and near misses in order to identify injury trends and report to Prince William Parks & Recreation and insurers if needed.
- Making sure that safety is a monthly Board Meeting topic, allowing experienced people to share ideas on improving safety with the Board, coaches, volunteers and members, and keeping current on safety equipment.

The Safety Committee:

For 2026, PWGFS League will maintain a League Safety Committee comprised of the League Safety Officer, President, VP, Chief of Umpires, and the Equipment Manager. This committee will have the primary responsibility for the initial annual review of the Safety Plan and to monitor the number of injuries and accidents that occur during the season. The Safety Committee will recommend courses of action regarding any safety issues that may present itself to the League. For example, it is envisioned that this committee will meet to assist the League Safety Officer in preparing revisions and updates to the League Safety Plan, which will then be distributed to the Board for comment. The 2026 League Safety Committee consists of the following members:

Coaches Responsibilities

Coaches:

The Coach is a person selected by the PWGFS Board of Directors and appointed by the President of PWGFS to be responsible for the team's actions on the field, and to represent the team in communications with the umpire and the opposing team.

- **The Coach** shall always be responsible for the team's conduct, observance of the official rules and deference to the umpires.
- **The Coach** is also responsible for the safety of his/her players. He/She is also ultimately responsible for the actions of designated assistant coaches.
- If a **Coach** leaves the field, that **Coach** shall designate a **Coach**, as a substitute and such **Substitute Coach** shall have the duties, rights and responsibilities of the **Coach**.

Coaches Must:

- Take possession of this Safety Manual and the First-Aid Kit supplied by PWGFS and bring each to all practice or games.
- Make sure that *telephone access* is available at all activities including practices. It is required that a *cellular phone* always be on hand for emergencies.
- Attend a **mandatory training session** on Safety, concussion/head injuries, injury prevention and First Aid given by PWGFS. At least one team representative is required to attend each year.
- Attend the fundamentals training.
- Teach players the **fundamentals** of the game while advocating safety, including but not limited to:
 - o Catching fly balls
 - o Sliding correctly
 - o Proper fielding of ground balls
 - o Simple pitching motion for balance, mechanics and technique
 - o Batting positioning, loading, swinging, ball contact and safety
- Not expect more from their players than what the players are capable of.
- Notify parents if a child is injured and/or sustains a suspected concussion, she cannot return to practice unless they have a note from their doctor. This **medical release** protects you if that child should become further injured. **There are no exceptions to this rule.**
- Encourage players and volunteers to bring *water bottles* to practices and games.
- Insure all of their coaches and volunteers have completed the ACE and Concussion Training and send proper verification to their Division Commissioner. Only ACE and Concussion Trained coaches are permitted to assist with practice or games or have substantial contact with PWGFS players.
- Insure all Concussion Information, Medical Release, and Parent/Player Code of Conduct forms are executed by players and parents and supplied to you before a player may attend practice or games with PWGFS League.

Prior to the Game Coaches will:

- Work with umpire to walk the field prior to the game checking for hazards (rocks, glass, holes, etc.) It is the Coach/Coaches responsibility to assure the players safety during the game. If there is a facility issue, report to the PWGFS Board.
- Work with the umpire to inspect the player's equipment before use. If a player has bad equipment: it is recommended it be made unusable to stop the player from "saving" it from waste.
- Ensure the players warm up prior to the game, are ready to play, are not injured or sick
- Make sure there is a phone and a first aid kit immediately available.

During the Game Coaches will:

- Make sure that players carry all gloves and other equipment off the field and to the dugout when their team is up at bat. No equipment shall be left lying on the field, either in fair or foul territory.
- Keep players **alert**, and maintain **discipline** at all times.
- Be **organized**. Keep players and substitutes sitting on the team's bench or in the dugout unless participating in the game or preparing to enter the game.
- Make sure catchers are wearing the **proper equipment**.
- Encourage everyone to think **Safety First**.
- Observe the local rule for batters and keep players behind the batter at the plate at all times.
- No player should handle a bat in the dugouts at any time.
- Keep players off the fences. No one should be climbing the fences, this is a preventable injury.
- Get players to **drink** often so they do not dehydrate. Get players to apply a generous amount of sunscreen.
- **Never allow children to play if they have sustained a suspected concussion or head injury, or are injured.**
- Do not allow players to use defective equipment, it is highly recommended that the player's equipment is made unusable to prevent a player from "saving" their equipment from discard. If it is league owned, arrange to have it replaced by the Equipment Manager.
- Always attend to children that become injured in a game. You must **notify parents if their child has been injured** no matter how small or insignificant the injury is. **There are no exceptions to this rule.** This protects you and PWGFS. If there was an injury, make sure all accident report forms are filled out and promptly provide the forms and information to the PWGFS Safety Officer.
- Supervise ejected or injured players until released to the parent, guardian, or person the parent or guardian designates.
- Discuss any safety problems that occurred before, during or after the game with the PWGFS Safety Officer.
- Ensure players utilize softball equipment appropriate for age, division, and ability as allowed under PWGFS local rules.

Code of Conduct

The Board of Directors has adopted the PWGFS League Code of Conduct. This Code is enforced by the League Safety Officer, the League President, the League's Vice President, League Coaches, and Umpires. All League officers, coaches, participants, members, parents and volunteers are required to abide by this code. Based on input and feedback, the League Safety Officer will suggest revisions or modifications to this Code of Conduct from year to year, as necessary. A Board approved Parental/Player Code of Conduct can be found on the website, it is expected to be followed at all times.

Code of Conduct

- No Alcohol allowed in any parking lot, field, or common areas within any PWGFS Little League complex or venue.
- During games respect Umpires and their authority and do not confront them on any of their calls or decisions.
- Only team Coaches are allowed to coach players during games. Coaches are not to be questioned or confronted during games or practices and are to be spoken with at an agreed time and place.
- Only players, Coaches and Umpires are permitted on the playing field or in the dugout during games and practice sessions.
- Use of profanity or unsportsmanlike conduct at League venues will not be tolerated.
- No throwing balls at anytime within the walkways and common areas of the PWGFS complex.
Also, no rock throwing.
- Observe all posted signs. Players and spectators must be on alert for foul balls and errant throws. Do not retrieve balls or other items from private property.
- During game, players must remain in the dugout in an orderly fashion at all times.
- **No tobacco product use by coaches or players at any time on field or dugout.**
- After each game, each team must cleanup trash in dugout and around stands.
- There is a ZERO tolerance for child physical, emotional, or sexual abuse.
- Sexual harassment or discrimination based on race, color, gender, ethnicity, national origin or sexual orientation w/PWGFS will not be tolerated by PWGFS.

Failure to comply with this Code of Conduct may result in expulsion from practice, games, playoffs, All Star play and the PWGFS Complex or any fields PWGFS uses for such.

Safety Code

The Board of Directors has adopted the PWGFS League Safety Code. All League officers, participants, members and volunteers are required to abide by this code. On game day and during practices it is expected that team Coaches and umpires will or other outside organizations (Bull Run Umpire Association) take actions necessary to comply with this code. The League Safety Officer will monitor compliance and make revisions to the Safety Code from year to year, as necessary.

PWGFS League Safety Code

- League Rules and the Safety Manual will be in force at all league activities.
- Coaches shall be provided with basic training in first aid, concussion and head injury detection and issues, proper mechanics/fundamentals, and League philosophy.
- First-aid kits are issued to each team Coach, and shall be present at each League game or practice.
- No games or practices should be held when weather or field conditions are not good, particularly when lighting is inadequate.
- Coaches and/or Umpires shall walk the fields and inspect for hazards prior to using the field.
- Play area should be inspected frequently for holes, damage, rocks, glass and other foreign objects that could cause injury.
- All team equipment should be stored within the team dugout, or behind screens, and not within areas defined by the Umpires as "in play".
- Responsibility for keeping bats and loose equipment off the field of play should be that of a player assigned for this purpose or the team's Coach and coaches.
- Procedure should be established for retrieving foul balls batted out of playing area.
- During practice and games, all players should be alert and watching the batter on each pitch.
- At all times, players need to be alert of the area around them when swinging bats.
- No swinging bats at any time within the walkways, common areas and dugouts.
- During warm-ups, coaches establish enough space between players so that no one is endangered by wild throws or missed catches.
- Equipment should be inspected regularly for condition, proper fit, and compliance with League rules and regulations.
- Batters must wear League approved protective helmets during batting practice and games.
- Catcher must wear catcher's helmet, mask, chest protector and shin guards. NO EXCEPTIONS.
- The Catcher must wear catcher's helmet and mask while warming up pitchers. This applies to warm ups before games, between innings and in the bullpen during all games and practices. NO EXCEPTIONS.
- Remove watches, rings, pins or other jewelry during games and practices.

Remember, safety is everyone's job. Prevention is the key to reducing accidents to a minimum. Report all hazardous conditions to the League Safety Officer or another Board Member immediately. Do not play on a field that is not safe or with unsafe playing equipment. Be sure your players are fully equipped at all times, especially catchers and batters. And, check your team's equipment often.

Reporting Accidents & Injuries

All coaches, parents, umpires, and volunteers should use the following procedures for reporting injuries.

EMERGENCY PHONE NUMBERS

Call 9-1-1 in any emergency or for urgent medical assistance.

Stay on the line and provide information requested by the dispatcher including the location of the field or practice area you are calling from.

For non-emergency calls contact:

Prince William County Police Department: (703) 792-7200

Prince William County Police Station (703) 792-5111

FIELD ADDRESSES FOR EMERGENCY DISPATCH

Andrew Leitch Park	5301 Dale Blvd, Woodbridge, VA 22193
Sharron Baucom Dale City Rec Center	14300 Minnieville Rd, Woodbridge, VA 22193
Beville Middle School	4901 Dale Blvd, Woodbridge, VA 22193
American Legion Field	3640 Friendly Post Lane, Woodbridge, VA 22193
Ferlazzo Building	15941 Donald Curtis Dr. Woodbridge, VA 22193

WHAT TO REPORT

Any incident that causes any Player, Coach, Umpire, or Volunteer to receive medical treatment and/or first aid must be reported to the Director of Safety. The terms "medical treatment and/or first aid" include any injury that (a) causes a player to miss any practice or game time; or (b) any event that has the potential to require the medical assistance of a physician for evaluation and diagnosis must be reported promptly.

WHEN TO REPORT

All such incidents described above must be reported to **Sarah Basler, League Safety Officer, within 48 hours of the incident.**

Contact information is:

Mobile: (808) 388-7426

Email/Scan to: PlayerAgent@pwgfs.net

SAFETY OFFICER RESPONSIBILITY FOR INJURY REPORTING

The League Safety Officer will receive this injury report and enters it into the league's safety database. Within 48 hours of receiving the incident report, the Safety Officer will contact the injured party or the party's parents and (1) verify the information received; (2) obtain any other information deemed necessary; (3) check on the status of the injured party.

If the extent of the injuries are more than minor in nature, the League Safety Officer may periodically call the injured party to check on the status of any injuries and to check if any other assistance is necessary 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).

RETURNING TO PLAY FOLLOWING INJURY OR ILLNESS

Physician or other medical provider permission must also be secured following a concussion or head injury as outlined in the Concussion Training all coaches are required to take prior to any practices or games.

Some Important Do's and Don'ts for an injured player

DO...

- Reassure and aid children who are injured, frightened, or lost.
- Provide, or assist in obtaining, medical attention for those who require it.
- Know your limitations.
- Carry your first-aid kit to all games and practices.
- Assist those who require medical attention - and when administering aid, remember to ...
- **LOOK** for signs of injury (*Blood, Black-and-blue deformity of joint etc.*).
- **LISTEN** to the injured describe what happened and what hurts if conscious. Before questioning, you may have to calm and soothe an excited child.
- **FEEL** gently and carefully the injured area for signs of swelling, or grating of broken bone.
- Have your players' Medical Clearance Forms with you at all games and practices.
- Make arrangements to have a cellular phone available when your game or practice is at a facility that does not have any public phones.

DON'T...

- Administer any medications.
 - Provide any food or beverages (other than water).
 - Hesitate in giving aid when needed.
 - Be afraid to ask for help if you're not sure of the proper procedures (i.e. CPR, etc.) Transport injured individuals except in extreme emergencies.
 - Leave an unattended child at a practice or game.
 - Hesitate to report any present or potential safety hazard to the League Safety Officer immediately.
 - Be alone with a child not your own, but instead always have your child at least and another parent or coach stay until the child's parent arrives.
-

Head Injuries

1. A player who is suspected of sustaining a concussion or head injury must be removed from play – “when in doubt, sit them out”
2. A player who has been removed from play **must receive written clearance from a licensed health care provider prior to returning to play**

THE FACTS

- A concussion is a **brain injury**.
- All concussions are **serious**.
- Concussions can occur **without** loss of consciousness.
- Concussions can occur **in any sport**.
- Recognition and proper management of concussions when they first occur can help prevent further injury or even death.

WHAT IS A CONCUSSION?

A concussion is an injury that changes how the cells in the brain normally work. A blow to the head or body that causes the brain to move rapidly inside the skull causes a concussion. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. Concussions can also result from a fall or from players colliding with each other or with obstacles, such as a goalpost, even if they do not directly hit their head.

The potential for concussions is greatest in athletic environments where collisions are common.

Concussions can occur, however, in **any** organized or unorganized sport or recreational activity. As many as 3.8 million sports and recreation-related concussions occur in the United States each year.

RECOGNIZING A POSSIBLE CONCUSSION

To help recognize a concussion, you should watch for the following two things among your athletes:

1. A forceful blow to the head or body that results in rapid movement of the head.
-and-
2. Any change in the athlete’s behavior, thinking, or physical functioning. (See the signs and symptoms of concussion.)

Remember, you can’t see a concussion and some athletes may not experience and/or report symptoms until hours or days after the injury. If you have any suspicion that your athlete has a concussion, you should keep the athlete out of the game or practice.

SIGNS AND SYMPTOMS

Signs Observed by Coaching Staff

Appears dazed or stunned
Is confused about assignment or position
Forgets sports plays
Is unsure of game, score, or opponent
Moves clumsily
Answers questions slowly
Loses consciousness (even briefly)
Shows behavior or personality changes
Can't recall events prior to hit or fall
Confusion
Can't recall events after hit or falls

Signs Observed by the Player

Headache or "pressure" in head
Nausea or vomiting
Balance problems or dizziness
Double or blurry vision
Sensitivity to light
Sensitivity to noise
Sluggish, hazy, foggy, groggy
Loss of Concentration or memory
Does not "feel right"

PREVENTION AND PREPARATION

As a coach, you can play a key role in preventing concussions and responding to them properly when they occur. Here are some steps you can take to ensure the best outcome for your athletes and the team:

- **Educate athletes and parents about concussion.** Talk with athletes and their parents about the dangers and potential long-term consequences of concussion. For more information on long-term effects of concussion, view the following online information from the CDC: http://www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm#Video OR <https://www.cdc.gov/heads-up/>
- **Explain your concerns about concussion and your expectations** of safe play to athletes, parents, and assistant coaches. Pass out the concussion fact sheets for athletes and for parents at the beginning of the season and again if a concussion occurs.
- **Insist that safety comes first.** Teach athletes safe playing techniques and encourage them to follow the rules of play. Encourage players to practice good sportsmanship at all times. Make sure players wear the right protective equipment for their activity (such as cups, mouth guards, catching gear). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly. Review the athlete fact sheet with your team to help them recognize the signs and symptoms of a concussion.
- **Teach athletes and parents that it's not smart to play with a concussion.** Sometimes players and parents wrongly believe that it shows strength and courage to play injured. Discourage others from pressuring injured players to play. Don't let athletes persuade you that they're "just fine" after they have sustained any bump or blow to the head. Ask if players have ever had a concussion.
- **Prevent long-term problems.** A repeat concussion that occurs before the brain recovers from the first—usually within a short period of time (hours, days, or weeks)—can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage, and even death. This more serious condition is called second impact syndrome. Keep athletes with known or suspected concussion from play until they have been evaluated and given permission to return to play by a health care professional with experience in evaluating for concussion. Remind your players: "It's better to miss one game than the whole season."

ACTION PLAN

WHAT SHOULD A COACH DO WHEN A CONCUSSION IS SUSPECTED?

1. Remove the player from play. Look for the signs and symptoms of a concussion if your athlete has experienced a bump or blow to the head. Players who experience signs or symptoms of concussion must not be allowed to return to play. When in doubt, keep the athlete out of play.
2. Ensure that the player is evaluated right away by an appropriate health care professional. Do not try to judge the severity of the injury yourself. Health care professionals have a number of methods that they can use to assess the severity of concussions. As a coach, recording the following information can help health care professionals in assessing the athlete after the injury:
 - Cause of the injury and force of the hit or blow to the head
 - Any loss of consciousness (passed out/knocked out) and if so, for how long
 - Any memory loss immediately following the injury
 - Any seizures immediately following the injury
 - Number of previous concussions (if any)
3. Inform the player's parents or guardians about the possible concussion and give them the fact sheet on concussion. Make sure they know that the player should be seen by a health care professional experienced in evaluating for concussion.
4. Allow the player to return to play only with permission from a health care professional with experience in evaluating for concussion. A repeat concussion that occurs before the brain recovers from the first can slow recovery or increase the likelihood of having long-term problems. Prevent common long-term problems and the rare second impact syndrome by delaying the athlete's return to the activity until the player receives appropriate medical evaluation and approval for return to play.

Licensed Health Care Providers

What licensed health care providers are trained in the evaluation and treatment of concussions/brain injuries and authorized to allow the athlete to return to play?

Medical Doctors (MD); Doctor of Osteopathy (DO); Advanced Registered Nurse Practitioner (ARNP); Physicians Assistant (PA); Licensed Certified Athletic Trainers (ATC)

Research is currently being done to determine which other licensed health care providers may have sufficient training to qualify to authorize return to play.

If you think your player has sustained a concussion...take her out of play, and have the parent/guardian seek the advice of a health care professional experienced in evaluating for concussion.

General Health

PHYSICAL EXAMS –

With regard to the general health of its participants, PWGFS does not require a physical exam, however, the League strongly recommends that participants be in good general health. If your child has a physical impairment that the league should be aware of, PLEASE note the information on the registration form, and contact your Division Commissioner. Items such as allergies, eye problems, diabetes, etc., will be kept confidential, except that your child's coach's will be aware of any potential problem.

MEDICAL APPROVAL AND RELEASE –

Although not required, a **Medical Approval and Release form** is provided to all Coaches. This form contains vital information regarding the child's current general health, the child's doctor's name, address, and phone number, and any other special medical considerations (i.e. allergies, etc.). Coaches are strongly encouraged to obtain a completed Release for each of the players on their team and are instructed to have these forms with them for every practice and game.

COMMUNICABLE DISEASE PROCEDURES –

While the risk of one participant infecting another with HIV/AIDS during league activities is small, there is a remote risk other blood borne infectious disease can be transmitted. Coaches and coaches should anticipate such a situation to arise during practice or games and gloves are provided in the safety kit issued to each team. Procedures for reducing the potential for transmission of infectious agents should include, but not limited to the following:

- Bleeding must be stopped, the open wound covered and if there is any excess amount of blood on the uniform, it must be changed before an athlete may participate.
- Routine use of gloves or other precautions to prevent skin and mucous membrane exposure when contact with blood or other body fluids is anticipated.
- Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other body fluids. Wash hands immediately after removing gloves.
- Clean all blood-contaminated surfaces and equipment with a solution made from a proper dilution of household bleach or other disinfectant before competition resumes.
- Practice proper disposal procedures to prevent injuries caused by needles and other sharp instruments or devices.
- Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be available for use.
- Coaches, assistant coaches, umpires, and volunteers with bleeding or oozing skin should refrain from all direct athletic activity and team contact until condition is resolved.
- Contaminated towels should be disposed of or disinfected properly.
- Follow acceptable guidelines in the immediate control of bleeding and when handling bloody dressings and other articles containing body fluids.

Required Training and Certifications

- PWGFS goes to great lengths to provide as much training and instruction as possible. Attend as many of the clinics provided by PWGFS.
- Check your email and the League's website: www.pwgfs.com for league updates, events, information, resources and special notices.
- All coaches must have their ACE Certification and Concussion training and Background Check completed.

ACE Certification (\$25.00) and Background Check (\$25): <https://usasoftballofvirginia.com/pages/home>

- Concussion (free): https://www.cdc.gov/heads-up/training/youth-sports.html?CDC_AAref_Val=https://www.cdc.gov/HeadsUp/youthsports/training/index.html

Email training certificates to Coaches@pwgfs.net once complete. Please include your **team** and **division** in which you are coaching. **ONLY COACHES/ADULTS WITH BOTH CERTIFICATIONS WILL BE ALLOWED IN THE DUGOUT AND ON THE FIELD, NO EXCEPTIONS!** If a coach is unable to attend a game, only other coaches with both certifications can fill in. Coaches **MUST** be able to produce their ACE cards and should strive to carry them to all practices and games.

Lightning Evacuation Procedures

When anywhere near the vicinity of the field:

- Stop Game/Practice immediately.
- Stay away from metal fencing, bleachers (including dugouts)!!
- Do not hold a metal bat.
- Walk, do not run to car and wait for an official Umpire decision on whether or not to continue the game or coach determination to continue practice.
- Websites to check for assistance:
 - [NOAA National Weather Service](#)
 - [NOAA Lightning Safety](#)
 - [NOAA Severe Weather](#)
 - [NOAA Storm Watch](#)

2026 PWGFS League Board

Position	Name
President	Vic Rivera
Vice President	Lee Anne Garland
Secretary	Cathy Hereford
8U Commissioner	Jordan Trecki
10U Commissioner	Bryan Moorman
12U Commissioner	Brian Mason
16U Commissioner	Tracy Clary
Concessions	Cathy Hereford
Treasurer	Phil Freeman
Promotions Officer	Sarah Weatherford
Scheduler	Deborah Shaw
Equipment Manager	Brandon Ward



Medical Release

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

Player: _____ Date of Birth: _____

Parent or 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. Physician)

Family Physician: _____ Phone: _____

Hospital Preference: _____

In case of emergency contact:

Name: _____

Phone: _____

Relationship to Player: _____

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

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

Medical Diagnosis Medication Dosage Frequency of Dosage: _____

Prince William Girls Fastpitch Softball Waiver & Release: I understand my child's participation in PWGFS involves risks of injury and damage. PWGFS is a recreational league completely run and operated by parents and others who volunteer their time rather than by paid professionals. In consideration for accepting the registration of my child(ren) and permitting their voluntary participation in PWGFS' program, I, for myself, my child(ren) & family do hereby WAIVE, RELEASE, ABSOLVE, INDEMNIFY AND AGREE TO HOLD HARMLESS PWGFS, it's Executives, Volunteers, Organizers, Sponsors, Coaches and Participants ("the Releasees") from any and all claims which may arise by reason of such participation and I/we agree to indemnify and save harmless the Releasees, their successors and assigns against and from all actions, damages, debts, accounts, claims and demands which may hereafter be brought against them by me or by or on behalf of my/our said child(ren) because of such participation, except to the extent and amount covered by any accident and/or liability insurance that PWGFS maintains. I further consent to the use by PWGFS of photographs of my child(ren), while engaged in softball related activities on the PWGFS website or for promotional purposes.

I hereby give consent to the representatives of PWGFS to seek emergency care for my daughter listed above, in my absence, if an emergency situation should arise during PWGFS related activities.

PARENT / GUARDIAN SIGNATURE: _____

DATE: _____

Concussion Information Sheet

Adapted from the CDC and the 3rd International Conference on Concussion in Sport. Document created 6/15/2009

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.**

In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

Symptoms may include one or more of the following:

- Headaches
- Nausea or vomiting
- Balance problems or dizziness
- Sensitivity to light or noise
- Feeling foggy or groggy
- Change in sleep patterns
- “Don’t feel right”
- Nervousness or anxiety
- Concentration or memory problems (forgetting game plays)
- Repeating the same question/comment
- “Pressure in head”
- Neck pain
- Blurred, double, or fuzzy vision
- Feeling sluggish or slowed down
- Drowsiness
- Amnesia
- Fatigue or low energy
- Increased Emotions
- Confusion
- Irritability
- Sadness

Signs observed by teammates, parents and coaches include:

- Appears dazed
- Confused about assignment
- Is unsure of game, score, or opponent
- Answers questions slowly
- Slurred speech
- Can’t recall events prior to or after hit
- Loses consciousness
- Vacant facial expression
- Forgets plays
- Moves clumsily or displays incoordination
- Shows behavior or personality changes
- Any change in typical behavior or personality
- Seizures or convulsions

What can happen if my child keeps on playing with a concussion or returns too soon?

Athletes with the signs and symptoms of concussion must be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury.

There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one.

This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athlete will often under report symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parents and students is the key for student athlete's safety.

If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion must be removed from the game or practice immediately.

No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the athlete should continue for several hours. The new "Zackery Lystedt Law" in Washington now requires the consistent and uniform

implementation of long and well-established return to play concussion guidelines that have been recommended for several years: "a youth athlete who is suspected of sustaining a concussion or head injury in a practice or

game shall be removed from competition at that time" **and** "...may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and received

written clearance to return to play from that health care provider".

You should also inform your child's coach if you think that your child may have a concussion. Remember, it's better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

For current and up-to-date information on concussions you can go to: <https://www.cdc.gov/heads-up/>

Student-athlete Name Printed

Student-athlete Signature

Date

Parent or Legal Guardian Printed

Parent or Legal Guardian Signature

Date

Prince William Girls Fastpitch Softball Code of Conduct



Players and Parents,

Please make an effort to be at all of your scheduled practices and games. If you are unable to attend, please let the coach know as soon as possible. Missing practices can directly affect a player's playing time during games at the coach's discretion. (Minimum play time rules do apply.) Show a reasonable amount of respect to other players, coaches, umpires, and equipment belonging to PWGFS and other players. Always maintain good sportsmanship.

As a Player, I understand that I must follow these rules to remain in good standing:

- 1) Respect the game, play fairly, and follow its rules and regulations.
- 2) Show respect for authority to the officials of the game and of the league.
- 3) Demonstrate good sportsmanship before, during, and after games.
- 4) Help parents and fans understand the league philosophy so they can watch and enjoy the games.
- 5) Be courteous to opposing teams and treat all players and coaches with respect.
- 6) Be modest when successful and be gracious in defeat.
- 7) Respect the privilege of the use of public facilities.
- 8) Refrain from the use of drugs, tobacco, alcohol and abusive language..

As a Parent / Guardian, I recognize that parents/guardians are the most important role models for their children, and sports help to develop a sense of teamwork, self-worth and sportsmanship. As such, I agree to abide by the following:

- 1) Encourage good sportsmanship by demonstrating positive support for all players, coaches, fans, and officials at games, practices, and other sporting events.
- 2) Place the well-being of my child before a personal desire to win.
- 3) Advocate a sports environment for my child that is free of drugs, tobacco, alcohol, and abusive language and refrain from their use during youth sporting events.

4) Encourage my child to play by the rules and respect the rights of other players, coaches, fans, and officials.

SOCIAL MEDIA – In this growing age of social media, I will refrain from posting articles or images that are deemed negative, disrespectful, inappropriate or generally harmful to the well-being of PWGFS, its participants, coaches, umpires, and league officials. Such actions will be taken seriously by PWGFS and could result in immediate removal of me and my family’s current and possible future participation with PWGFS.

Spectators

Watch & enjoy - let the coaches coach.

Cheer if you like but keep it positive.

Always maintain good behavior. If you do not have anything nice to say, say nothing at all.

NOTE: Code of Conduct violations are taken seriously by the PWGFS Board with the following course of actions for serious violations. SOCIAL MEDIA violations may be handled differently on a case-by-case basis depending on the severity of each case.

- 1) A verbal warning will be issued by a PWGFS Board Member.
- 2) A formal written notification will be hand delivered in print and via email copying in the Prince William County Park Rangers.
- 3) PWGFS will ban the offender from ALL PWGFS related activities for the calendar year. (The Park Ranger may also impose more serious penalties.)

I agree to abide by the Prince William Girls Fastpitch Softball Code of Conduct at all times.

Player Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

(Typing your name signifies that you agree to the above.)