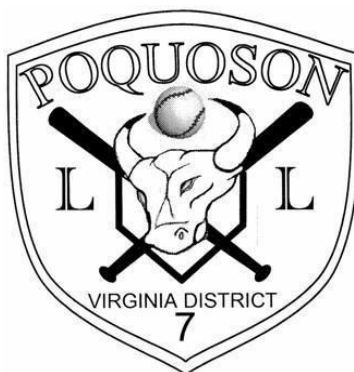


POQUOSON LITTLE LEAGUE



2025 Safety Manual

Play Hard - Play Safe
League ID Number: **03460713**

INTRODUCTION

ASAP – WHAT IS IT?

In 1995, ASAP (A Safety Awareness Program) was introduced with the goal “to create awareness, through education and information of the opportunities to provide a safer environment for kids and all participants of Little League Baseball.” This manual is a tool to provide important information to the managers, coaches, and other participants in Poquoson Little League

Important Emergency (Police & Fire) Phone Numbers

Poquoson Police – Emergency	911
Poquoson Police – Non Emergency	757-868-3501
Poquoson Fire Rescue – Emergency	911
Poquoson Fire Rescue – Non Emergency	
Station #1 (Poquoson Avenue)	757-868-8264 { <i>closest to all PLL fields</i> }
Station #2 (Wythe Creek Road)	757-868-1300

2024-2025 PLL BOARD OF DIRECTORS

POSITION	NAME	PHONE	EMAIL
President	Taylor Sherrill	757-593-1756	tsherrill04@gmail.com
Vice President	Rob Dye	757-870-2871	rdye31@cox.net
Secretary	Nicole Duman	757-719-0555	nezt_duman@gmail.com
Player Agent	Kristen Jones	757-880-1945	kristenjones720@gmail.com
Treasurer	Charlotte Ross	757-927-4269	plltreasurer@cox.net
Safety Officer	Lorrie Challoner	757-348-3327	lorriechalloner@gmail.com
Equipment Manager	Dan McAdams	757-303-0649	dfmcadams58@gmail.com
Field Manager	Brandon Cross	757-355-2061	bcross@johnsbrothers.com
Concessions Manager	Danielle Griffin	609-846-4194	danalbemt@hotmail.com
Concessions Volunteer	Jessica Colson	757-719-1622	jcolson@ghfhlaw.com
Scheduler	Allyson Dye	757-870-7366	asmith1303@cox.net
Umpire-In-Chief/Coach Coordinator	Dan McAdams	757-303-0649	dfmcadams58@gmail.com
Baseball Commissioner	Skip Banton	757-870-2871	asbantonjr@yahoo.com
Softball Commissioner	Bryan Allen	757-759-2028	bryanallen85@gmail.com
Uniform Manager	Jennifer Kearney	757-291-8262	jpaker2246@yahoo.com
Sponsorships	Christina Dominguez	757-880-2892	dominguezchristina@hotmail.com
LEAGUE CONTACT INFORMATION			
Poquoson Little League			poquosonll@gmail.com

DISTRIBUTION

A copy of the 2024-2025 Poquoson Little League Safety Manual is to be distributed to all Managers and Coaches. They are to maintain a copy of this Safety Manual with the Team Binder and shall maintain the Team Binder in their possession at every team function, practice, meeting, or game. Note - "Team Binder" may be in electronic format so long as all required information is easily accessible (i.e. - via GoogleDrive, etc.)

Physical copies will be maintained in the Concession Stand at the Park Street Complex so all volunteers will have access to a printed copy. The Safety Manual will also be provided on the Poquoson Little League Website: www.poquosonlittleleague.org. This Safety Plan, including the Safety Manual, will be provided to the Virginia D7 Administrator, and maintained on file with the Safety Officer.

Registration Form / Medical Release Form / Photo Release

Each player's parent or guardian must complete a Registration Form and Photo Release Form every season that the player participates. The Registration Form is used by the Player Agent to develop contact lists for each player. The Registration Form includes a section for the Player's medical information which will be copied to the team roster and will be provided to the Player's Manager. The Photo Release Form is maintained in the event the League wishes to utilize the player's photo for media relations, or sponsor acknowledgement.

Volunteer Application Form and Background Checks

Each and every volunteer must complete a 2025 Little League Volunteer Form OR electronically via JDP QuickApp which is the preferred method. This is used to obtain permission for the Safety Officer and others to perform background checks. Each volunteer must complete the form, sign and date the form, and provide a government issued identification OR complete the JDP QuickApp authorization request electronically. Identification is used to verify name, birth date, eye color and address.

The Safety Officer runs the Volunteer's name through the First Advantage Program found at: <https://www.jdp.com/services/employment-background-checks/>

This site requires the use of Social Security Numbers – any SSN's collected on the Volunteer Form Registration are treated as confidential information and access to these papers are limited to only those with a need to know.

Fundamentals Training

Fundamental training is conducted by the Coaches Coordinator – each year the Coaches Coordinator will distribute information to every manager to allow them to provide more complete instruction to the players. This will include practice drill ideas, fundamental training including methods for teaching many disciplines involved with playing baseball/softball safely. The information will include ideas of stretching and pre-game routines which will help players avoid injury.

First Aid Training

All Managers and Coaches who are not classically trained in First Aid and Life Saving (e.g. doctors, nurses, EMT, etc.) will need to complete a First Aid Training. The training course must be completed by at least one member of the team staff every year. Training is considered valid for a period of three years from the course completion date. Training will focus on situations expected in the course of practice and games. This course covers: bruises and hematomas, sprains, dislocations and breaks, scrapes and cuts, heat stress/cramps/exhaustion and stroke, loss of consciousness, mouth and tooth injuries, breathing difficulty and choking, eye injuries, burns, concussions, allergic reactions, CPR, and AED training. The course will provide detailed information on each of the topic areas, scrutinized by qualified individuals. The course will also present the taker with quizzes after each subject matter to ensure they have understood sufficiently. This course will be available prior to the start of the season.

First Aid Training:

<https://www.udemy.com/cpr-aed-and-first-aid-course/learn/v4/overview>

All Managers and Coaches will be sent this link via e-mail prior to the start of the season. Completion certificates are to be maintained in the Team Binder for Safety Officer inspection.

There will be a special session on Concession Stand Safety for concession stand volunteers.

Each team has been furnished with a complete first aid kit meeting baseball specific needs. The first aid kit is to be present at all practices and games. A list of contents will be included in each kit. If the contents of the kits are utilized for any purpose, the Manager or Coach who depleted the supplies is required to contact the Safety Officer to obtain replacement items within 24 hours. If the injury was sufficient to remove the player for the remainder of the game, the notification of the depletion of the First Aid kit will be required to include a Preliminary Incident Report.

Concussion Training

The CDC's Heads Up course must be completed by every Manager and Coach every year. Training is considered valid for a period of one year from the course completion date.

Concussion Training:

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

All Managers and Coaches will be sent this link via e-mail prior to the start of the season. Completion certificates are to be maintained in the Team Binder for Safety Officer inspection.

Abuse Prevention Training

In 2018, the "Protecting Young Victims from Sexual Abuse and SafeSport Authorization Act of 2017," also known as the SafeSport Act, became Federal Law. This national law increases the standard of care and makes it a crime for an individual involved in a national governing body sports organization, including Little League, to ignore, or not report to law enforcement, any

reasonable suspicion of an act of child abuse, including sexual abuse, within 24 hours. Little League policy prohibits retaliation, of any kind, when a good faith report of child abuse is made.

PLL follows Little League guidelines for appropriate one-on-one interactions: an adult participant should not allow themselves to be alone with a minor (who is not their child) and should always position themselves in an area where they can be observed by others. Minors must always be supervised by appointed volunteers who have completed the mandated background check. If an adult participant finds himself or herself alone with a child, he or she should remedy the situation by removing themselves to an area within an observable and/or interruptible distance of another adult over the age of 18.

The Abuse Prevention Training can be found at:

<https://www.littleleague.org/player-safety/child-protection-program/safesport-resources-parents/>

All volunteers will be sent this link via e-mail prior to the start of the season. Completion certificates are to be maintained in the Team Binder for Safety Officer inspection.

Field Preparation

Poquoson Little League is fortunate to have a dedicated team of City of Poquoson employees who maintain all of our baseball and softball fields. As a matter of procedure outlined in the Safety Manual, Coaches and Managers must walk the field prior to every game and practice to ensure no unsafe conditions exist. The Manager or Coach should evaluate all areas identified on the PLL Field Safety Checklist. Anything that is UNSAT should be addressed and efforts should be made to prevent any injury from occurring as a result of something being listed as UNSAT. This situation does not require the field to not be used, and as long as appropriate actions are taken to eliminate the concern from becoming an issue, practices and games may continue. The Manager or Coach shall complete a PLL Unsafe Report and submit to the PLL League President and the PLL Safety Officer to ensure the issue is resolved before it creates an issue that would prevent the field from being utilized.

Any situation that a Manager or Coach sees while at any field involving players, coaches, managers, spectators, shall also be addressed using the PLL Unsafe Report.

Field Survey

All fields utilized by PLL during the 2024-2025 season have been surveyed using the Little League Facility Survey online. PLL may be fielding an Intermediate team, which will not be run on any field in the PLL survey. The PLL Safety Officer will ensure that the field utilized by a PLL Intermediate team has been adequately surveyed by that league's Safety Officer.

Equipment Safety

The Equipment Manager is responsible for the inspection and replacement of any and all equipment owned by PLL. This includes the inspection of all team allocated Helmets, Bats, Gloves, and Catchers' Equipment. The initial inspection is conducted prior to the issuance of the equipment to the Team Manager. Periodic inspections during the season are to be conducted by the Team Manager and or Coaches to ensure that all equipment is in proper working order. Any

issues or questions concerning the equipment shall be addressed to the Equipment Manager.

Equipment that is no longer suitable shall be destroyed to prevent others from utilizing defective materials.

Player furnished equipment – including bats shall be evaluated by the Managers, Coaches and Umpires prior to their use in any game / practice.

Each Manager shall be familiar with the 2024-2025 Little League Bat Requirements:

<http://www.littleleague.org/learn/equipment/baseballbatinfo/batrules.htm>.

Any equipment that does not ensure the safety of the participants shall be removed from the field prior to play and may not be returned to the field.

Managers and Coaches shall ensure that all players are properly equipped including removal of all non-emergency bracelet jewelry, male catchers must wear an athletic supporter and cup, all catchers must have a dangling throat guard on their helmets.

Concession Workers must inform the President of any equipment in the Concession Stand that is not performing correctly or not operating safely. This equipment shall be placed Out of Commission until it can become repaired or replaced. Additional Safety guidelines for the Concession Stand are included in the Safety Manual maintained in the Concession Stand.

SAFETY CODE (DEDICATED TO INJURY PREVENTION)

- The PLL Safety Officer is responsible for establishing and maintaining safety procedures within PLL.
- Managers & Coaches know in advance of all games and practices how to contact emergency medical services.
- Managers & Coaches are required to complete concussion training, first-aid training and abuse awareness training every year.
- Each team is provided a team First-Aid kit. A larger, more inclusive First-Aid kit will be kept at each field in the storage shed or concession stand. Each team will ensure a First-Aid kit is available for every game and practice.
- No games or practices should be held when weather or field conditions are not safe, particularly when lighting is inadequate.
- Playing areas should be inspected before each game using the Field Safety Checklist as a guide.
- All team equipment should be stored within the team dugout or behind screens; not within the area defined by the umpire as “in play”.
- Team managers or coaches are responsible for keeping bats and loose equipment off the field of play during games and practices.
- Only players, managers, coaches and umpires are permitted on the playing field or in the dugout during games and practice sessions.

- No “Soft Toss” or practice throwing allowed into any fence at any playing field.
- Foul balls hit out of the playing area will be returned to the nearest dugout or press box.
- During practice and games, all players should be alert and watch the batter on each pitch.
- During warm-up and practice drills players should be positioned far enough apart to prevent injury from wild throws or missed catches.
- All pre-game warm-ups will be conducted within the confines of the playing field and not in areas frequented by, and thus endangering spectators (i.e. playing catch, swinging bats, etc.).
- Equipment should be inspected frequently for serviceable condition, as well as proper fit.
- Batters must wear Little League approved protective helmets during practice and in games. Players are encouraged to wear helmets with face guards. These will be available to any player who requests to use one.
- Catchers must wear a catcher’s helmet (with face mask and throat guard), chest protector and shin guards. Skull caps are not permitted. Boys are required to wear a protective cup for all practices and games. Catchers must wear a catcher’s helmet, face mask, throat guard and protective cup while warming up a pitcher including between innings and in the bullpen.
- Head first slides are only allowed when returning to a base.
- Bases should not be strapped down or anchored down during sliding practice.
- “Horse play” is prohibited at all times.
- Parents of players who wear glasses are encouraged to provide “safety glasses”.
- Players will not wear watches, bracelets, rings, earrings, pins, or any other jewelry while in the field of play. Med-Alerts are permitted.
- On-deck batters are not permitted at Major League and below.

MEDICAL EMERGENCY PROCEDURES

Be sure to have your Medical Release forms with the team at all times

The most important help you can provide to a victim who is seriously injured is to call for professional medical help. Make the call quickly, preferably from a cell phone near the injured person. If this is not possible, send someone else to make the call from a nearby telephone. Be sure to follow these steps:

- 1) First dial 9-1-1. Remember, if from a cell phone you must tell the dispatcher the City, they will forward to the Poquoson dispatcher.
- 2) Give the dispatcher the necessary information. Answer any questions he/she may ask. Most will ask:
 - a) Exact location or address of the emergency? Include field name and location of the facility.

- b) Telephone number from which the call is being made?
 - c) The caller's name?
 - d) What happened? (i.e. a baseball-related accident, fall, bicycle accident, etc.)
 - e) How many people are involved?
 - f) Condition of injured person(s)? (i.e. unconscious, chest pains, or bleeding?)
 - g) What help is being given? (First Aid, CPR, etc.)
- 3) Do not hang up until the dispatcher hangs up. They may be able to tell you how to best care for the victim(s).
- 4) Continue to care for the victims until professional help arrives.
- 5) Appoint someone to go to the street and look for the ambulance or fire engine truck and flag them down, if necessary. This saves valuable time and remember that every minute counts.
- 6) Notify the parents immediately if they are not at the scene.

After an incident, be sure to follow the Poquoson LL Incident/Accident Reporting Procedures. Talk to your team about the situation. Sometimes players are upset and worried when another player is injured.

**Always have a cellular phone available for use at
all practices and games!!!**

SOME IMPORTANT DO's & DON'Ts

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.
- Ensure a properly stocked First-Aid kit is available at all games and practices.
- Assist those who require medical attention and when administering aid to remember to:
 - LOOK for signs of injury (blood, black & blue, deformity of joint, etc.)
 - LISTEN to the injured person describe what happened and what hurts, if conscious. Before questioning, you may have to calm and soothe the child.
 - FEEL gently and carefully the injured area for signs of swelling or grating of broken bone.

DON'T....

- Don't administer any medications.
- Don't provide any food or beverage other than water.
- Don't hesitate in giving aid when needed.
- Don't be afraid to ask for help if you are not sure of the proper procedures (CPR, etc.)
- Don't transport injured individuals except in extreme emergencies.
- Don't leave an unattended child at a practice or a game.
- Don't hesitate to report any present or potential safety hazard to the PLL Safety Officer immediately.

INCIDENT REPORT PROCEDURE

WHAT TO REPORT – Any incident that causes any player, manager, coach, umpire, volunteer, or spectator to receive any medical treatment and/or First Aid must be reported to the Safety Officer. This includes any passive treatments 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 PLL Safety Officer, Lorrie Challoner at 757-348-3327, or lorriechalloner@gmail.com within 24 hours of the incident.

HOW TO REPORT – At a minimum, the PLL Preliminary Incident Report Form must be completed within 24 hours of the incident (this Form is included at Addendum E of the PLL Safety Plan or available electronically as a Google Form on the PLL website). This Report is to be delivered to the Safety Officer or, in their absence, the President and includes:

- Name and phone number of the individual involved.
- Date, time and location of the incident.
- Detailed description of the incident as possible.
- Preliminary estimate of the extent of any injuries.
- Name and phone number of person reporting the incident

PLL SAFETY OFFICER'S RESPONSIBILITIES – Within 48 hours of receiving the incident report, the PLL Safety Officer will contact the injured person or their parents and complete the following:

- 1) Verify the information received
- 2) Obtain any other information necessary
- 3) Check the status of the injured person
- 4) In the event the injured person required other medical treatment (i.e. ER visit, doctor visit, etc.) will advise the parent/guardian of PLL's insurance coverage and the provisions for submitting claims.

If the extent of injured are more than minor, the PLL Safety Officer shall call periodically to check on the status of the injuries and render any other assistance necessary concerning submittal of insurance forms, etc. until such time as the incident is considered "closed" (i.e. no further claims are expected and/or the injured individual is participating in the league again).

RETURNING TO LEAGUE PARTICIPATION – Any player or volunteer who requires medical attention from a medical professional due to illness or injury during or after a game or function shall submit a medical release form completed by the attending physician. This form shall state that the player or volunteer has been cleared to participate in the league. The original medical release form must be submitted to a board member of the PLL prior to participation in a league function. If the medical release involves a player, a copy will be provided to the manager who will file it with the team's Medical Release Forms. If a medical release is not presented, the individual will not be permitted to participate in any league function until such time as one is submitted. Definition of function: game, practice, tryouts, volunteering your time to field maintenance, umpiring, coaching, managing, etc.

COMMUNICABLE DISEASE PROCEDURES

While the risk of one athlete infecting another with HIV/AIDS during competition is close to non-existent, there is a remote risk that other blood-borne infectious diseases can be transmitted. Procedures for reducing the potential for transmission of infectious agents should include, but not be limited to the following:

1. Bleeding must be stopped, the open wound covered, and the uniform changed if there is blood on it before the athlete may continue participating.
2. Routinely use gloves (provided in first-aid kits) to prevent skin and mucous-membrane exposure when contact with blood or other body fluids is anticipated.
3. Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other body fluids. Wash hands immediately after removing gloves.
4. Clean all contaminated surfaces and equipment with an appropriate disinfectant before competition resumes.
5. Should resuscitation be necessary, mouthpieces, resuscitation bags, or other ventilation devices should be used.
6. Managers, coaches, and volunteers with open wounds should refrain from all direct contact until the condition is resolved.
7. Contaminated towels should be disposed of / disinfected properly.
8. Follow accepted guidelines in the immediate control of bleeding and when handling bloody dressings, mouth guards, and other articles containing or contacting body fluids.

COVID-19 MITIGATION PLAN

Any volunteer / player experiencing symptoms of COVID-19 is to abstain from participation in PLL activities. All PLL participants are required to report any positive cases of COVID-19 to the team Manager (or directly to the Safety Officer). The team Manager will notify the Safety Officer who will work with the President in consultation with VDH / CDC guidelines in determining 'return to play' date for the affected participants.

PLL CONCESSION SAFETY

The following applies to all concessions activities conducted by Poquoson Little League:

- People working in PLL concession stands will be trained in safe food handling and preparation. Training will also include safe use and operation of food preparation and storage equipment. The PLL Concession Manager is responsible for training concessions volunteers. A member of the PLL Board of Directors will hold a valid Food Handler's permit issued by one of the local municipality's health department.
- Cooking and food storage equipment will be periodically inspected and repaired or replaced as needed.
- A certified fire extinguisher suitable for grease fires will be maintained in plain view when the concession stand is in operation. All concession stand workers will be instructed on the proper use of the fire extinguisher.
- A fully stocked First Aid Kit will be present in the concession stand when the concession stand is in operation.
- No concession stand workers under 18 years of age will be allowed to work in the concession stand without an accompanying trained adult concessions volunteer. No one under 15 years of age will be allowed to prepare or handle prepared foods. Only prepackaged food, such as candy bars, may be handled by those between 15 and 18 years of age.
- No one except concessions workers will be allowed to remain in the concession stand during operation.

LIGHTNING FACTS / SAFETY PROCEDURES

It is important to know some basic facts about lightning and its dangers:

- *All thunderstorms produce lightning and are dangerous.
- *Lightning often strikes outside the area of heavy rain and may strike as far as 10 miles from any rainfall.
- *If you hear thunder, you are in danger.
- *Lightning leaves many victims with permanent disabilities.

To avoid exposing athletes and spectators to the risk of lightning, take the following precautions:

- *Postpone activities if thunderstorms are imminent.
- *Plan ahead. Know where to go for safety and allow time to safely get to a safe place.
- *Keep an eye on the sky. Watch for weather clues.
- *Listen for thunder. The National Oceanic and Atmospheric Administration and National Weather Service recommend suspending your event immediately and instructing everyone to get to a safe place. Where to go? Substantial buildings provide the best protection (like the Parks & Recreation building or the press box at Firth Field). For most participants, the best area available to seek shelter is in a hard-topped vehicle with the windows closed. Do not touch any metal inside the vehicle.
- * Where not to go? Avoid open areas, sheds, small or open shelters, dugouts, bleachers or grandstands. Stay away from trees, towers, and utility poles. Lightning tends to strike on or near taller objects. Stay away from metal bleachers, backstops, and fences. Lightning can travel long

distances through metal.

*If you feel your hair stand on end (indicating lightning is about to strike) crouch down on the balls of your feet, put your hands over your ears, and bend your head down. Do not lie flat on the ground.

LIGHTNING EVACUATION PROCEDURE

1. Stop the event function (practice/game) if thunder is heard or lightning is seen.
2. Stay away from metal fencing – including dugouts.
3. Do not hold a metal bat.
4. Walk, don't run, to the car and wait for a decision on whether or not to continue the game or practice.
5. No lightning for 30 minutes to resume play or practice.

THE ULTIMATE TRUTH ABOUT LIGHTNING IS IT IS UNPREDICTABLE AND CANNOT BE PREVENTED. THEREFORE, A MANAGER, COACH, OR UMPIRE WHO FEELS THREATENED BY AN APPROACHING STORM SHOULD STOP PLAY AND GET EVERYONE TO SAFETY.

FIRST AID TO A LIGHTNING STRIKE VICTIM

Lightning victims do not carry an electrical charge and are safe to handle and need immediate medical attention.

1. CALL FOR HELP. Have someone call 9-1-1. Medical attention is needed as quickly as possible.
2. GIVE FIRST AID. Cardiac arrest is the immediate cause of death in lightning fatalities. However, some deaths can be prevented if the victim receives the proper first aid immediately. Check the victim to see that they are breathing and have a pulse and continue to monitor the victim until help arrives. Begin CPR, if necessary.

NOTE: CPR should only be administered by a person knowledgeable and trained in the technique.

3. If possible, move the victim to a safer place. Any active thunderstorm is still dangerous. Do not let the rescuers become victims. Lightning CAN strike the same place twice.

GAME PROCEDURES

BEFORE THE GAME

Umpire and Managers Meeting at the Plate

- Introduce plate umpire, base umpire, managers, & coaches
- Receive official line-up cards from each team
- Review any local playing rules (time limit, playing boundaries, etc.)
- Review the strike zone
- Review unsportsmanlike conduct by the players
- Review unsportsmanlike conduct by coaches & parents
- Determine who will be keeping the official score book and pitch count
- Review the criteria for calling of the game due to darkness (on fields that are not lighted)
- Review the criteria for calling of the game due to weather (rain, lightning, etc.)
- Confirm a field safety check has been completed
- Review legal pitching motion (balks)
- Umpire receives two game balls from the home team
- Confirm players are not wearing any jewelry or metal cleats
- Confirm players are in full uniform - shirts tucked in & hats on
- Umpires inspect equipment for damage and within regulation
- Ensure games start promptly/on time. Note game starting time. Managers can utilize the Game Stoppage Rule where applicable.

DURING THE GAME

Umpire and Managers

- Everyone think SAFETY FIRST
- Coaches of the team at bat with two outs have catchers & players on the bench prepared to take the field
- Coaches ensure catchers are wearing the proper equipment
- Ensure the field is playable and safe throughout the game
- If pitchers warm-up in the bullpen or at Bradshaw Field outside the fence, they must have a properly equipped catcher and adult supervision.
- Ensure the game is kept moving – have a properly equipped player ready to warm up the pitcher, etc.
- Make calls loud and clear, signaling each call properly
- Umpires should be in position to make the call
- No arguing of any call made by the umpire, especially judgment calls
- Managers are responsible for keeping their fans on their best behavior

PLL RULES FOR SAFE PLAY

- ***Speed Limit 5 mph*** in roadways and parking lots while attending any PLL function. Watch for small children around parked cars.
- ***No Alcohol allowed*** in any parking lot, field, or common areas within a PLL complex.
- ***No Playing in parking lots*** at any time.
- ***No Playing on or around*** field maintenance equipment.
- ***No Profanity.***
- ***No Swinging Bats*** or ***Throwing Baseballs*** at any time within walkways and common areas around PLL facilities.
- ***No Throwing Balls*** against dugouts, backstops, or fences. Managers and coaches shall not warmup pitchers.
- ***No “Soft Toss”*** or throwing practice allowed against fencing at any playing field.
- ***No Throwing*** rocks.
- ***No Horseplay*** in walkways or dugouts at any time.
- ***No Climbing*** fences.
- ***Observe all posted signs.*** Players and spectators should be ***alert*** at all times for ***foul balls*** and ***errant throws***.
- ***During games***, players not in playing positions must remain in the dugout in an orderly fashion at all times.
- ***After each game***, each team must clean up all trash in the dugouts and around stands.

Failure to comply with the above may result in expulsion from the PLL field or complex

LITTLE LEAGUE RULES

All Board Members, Coaches, Managers, Players and other Volunteers will abide by all rules as outlined in the following rule books:

- **2024-25 Little League Operating Manual**
- **2024-25 Little League Official Regulations and Playing Rules (all Divisions)**
- **2024-25 Little League Softball Regulations and Playing Rules (all Divisions)**

PLL recommends all managers, coaches, and umpires be familiar with the appropriate Little League rule book and have it available for consultation when necessary.

PLL CODE OF CONDUCT

The Code of Conduct is to be used in conjunction with all other PLL Rules and Regulations and take precedence when issues arise. The Poquoson Little League (PLL) Board of Directors, have implemented the following Code of Conduct for the important message that it holds about the proper role of parents and spectators in supporting the youth of our community and their child in sports.

The essential elements of character building and ethics in sports are the foundations of sportsmanship and are demonstrated by the core principles of respect, responsibility, fairness, and good citizenship.

As a Poquoson Little League Parent, I hereby pledge to provide positive support, care, and encouragement for each child participating in PLL by adhering to the following code of conducts:

- I will encourage good sportsmanship by demonstrating positive support at all times.
- I will remember that children participate to have fun, and that the game is for youth, not adults.
- I will not engage in any kind of unsportsmanlike conduct with any official, coach, player or parent such as booing and taunting, refusing to shake hands, or using profane language.
- I will teach my child that doing one's best is more important than winning.
- I will respect the officials and their authority during games.
- I will not confront coaches or managers at any time during games.
- I will refrain from coaching my child or other players during games.
- Alcoholic beverages and tobacco products are prohibited.
- I will use the appropriate communication methods to resolve any conflicts at any PLL sanctioned event and will prohibit the use of social media platforms to bash or ridicule any PLL volunteers or officials.

The Board of Directors will review all infractions of the Poquoson Little League Code of Conduct. Depending on the seriousness or frequency, the board may assess additional disciplinary action up to and including expulsion from the league. A Code of Conduct complaint/incident report must be filled out and sent to the Vice President of PLL within 24 hours of the incident. The PLL Vice President will investigate all properly documented incidents and report his/her findings to the PLL President. The President will report the incident, accompanied by all pertinent documentation to the PLL Board of Directors. Based on the severity of the incident, the President may choose to call a special meeting of the board.

PLL CHILD PROTECTION PROGRAM

Little League programs nationwide are required to conduct an annual mandatory 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. Anyone who assists a manager or coach at a practice or game must first have a certified volunteer application on file with PLL. By policy of PLL, it is the responsibility of every manager, coach, and umpire to ensure that only PLL-certified volunteers participate in PLL activities where players are present.

All managers, coaches, umpires, and league officials will be vigilant to:

- Only allow PLL-certified volunteers to participate in PLL activities.
- Be alert to anyone loitering near ball fields where games or practices are being conducted
- Report any suspicious activity to the PLL Safety Officer or other PLL Board member.
- The manager or coach conducting a practice or responsible for a team at a game will ensure each player is released only to a parent or guardian at the end of the practice, game, or other league activity.
- Two good rules of thumb for all PLL volunteers: 1) Do not put yourself in a one-on-one situation involving a child who is not your own. Isolated situations may arise where one-on-one situations could take place; however, this should not be actively sought out by the adult, and should not be an ongoing occurrence. 2) A volunteer should not provide unwarranted gifts, trips, attention, and affection to individual children who are not their own.
- If you suspect a child is being mistreated, call the Childhelp USA National Child Abuse Hotline at 1-800-4-A- CHILD (1-800-422-4453). The Hotline can help and tell you where to file your report.

PLL DIVISION PLACEMENT PROCEDURES

If a manager believes based on a combination of factors to include ability, experience, size, and maturity a child on his or her team was placed in the wrong division and poses a potential safety concern for that child or children playing in the same division, the manager will bring the matter forward to the Player Agent. The Player Agent will then inform the PLL Safety Officer. The PLL Safety Officer will then arrange for the PLL President, PLL Vice President, Player Agent, applicable Commissioners, and Team Manager to observe the child at a practice. A decision based on inputs from the above individuals will be made on the future placement of the child.

PLL STORAGE SHED PROCEDURES

The following applies to all storage sheds and lockers used by PLL and applies to anyone who has been issued a key/combination by PLL to use those sheds or lockers:

- All individuals (i.e. managers, umpires, etc.) must be aware of their responsibilities for the ***orderly and safe storage of rakes, shovels, bases, etc.***
- Any machinery in these sheds/lockers shall be used in accordance with written operating procedures.
- All chemicals or organic materials stored in PLL sheds or lockers will be properly marked and contents labeled. Material Safety Data Sheets (MSDS) are posted on the shed wall for review.
- All chemicals or organic materials stored in PLL sheds or lockers will be separated from areas used to store machinery and gardening equipment (e.g. rakes, shovels, etc.) to minimize the risk of puncturing their containers.
- Any “loose” chemicals or organic materials within sheds or lockers should be cleaned up and disposed of as soon as possible to prevent accidental poisoning.
- Storage sheds/lockers will be locked at all times.