



# 2026 Essex Junction Little League Safety Manual



The mission of Essex Junction Little League is to provide an organized baseball program for children which gives everyone involved the opportunity to have fun, strengthen character, develop skills, display talents, and reach his or her potential. It is important that the league work toward these goals while protecting the safety and well-being of everyone.

## **Safety and the Board of Directors:**

The league's Board of Directors shall each year elect a Safety Director and approve the Safety Manual for the year. The Safety Director will work to assure that the safety interests of all athletes, coaches, umpires, and spectators of Essex Junction Little League (EJLL) are considered.

### 1. The Safety Director shall:

- Serve as a member of the Board of Directors.
- Review with the Board all safety related policies of EJLL and make recommendations for the Safety Manual programs to the board in addition to following those set forth by Little League.
- Maintain and make available the league's Safety Manual.
- Work with the Board to assure that proper training programs are provided to all coaches, umpires, and other personnel regarding both safety & first-aid.
- Work with the league Board members to ensure that league volunteers (authorized adults) complete the Little League Volunteer Application and sex abuse background check - forms as required by the ASAP program.
- Work with the equipment manager to ensure that all equipment meets Little League standards as defined in the official rule book.
- Conduct an annual survey of all fields and inspect the playing fields regularly.
- Maintain first aid kit supplies at the concession stand, and provide each team and each field with a complete first aid kit.
- Record all reportable injuries sustained during any EJLL activity, and make regular reports to the Board.

## **The Safety Director for the 2026 season is:**

**Kyle Trudo - 13 Colbert Street, Essex Junction VT 05452**

## **MANAGER, COACH & VOLUNTEER TRAINING:**

1. Each team will have a team representative at the yearly Safety Meeting.
2. The safety training is available at no cost to managers and coaches.
3. Making sure that the Managers/Coaches know procedures of walking the fields and checking the equipment to make sure they are safe to use for play for each practice and game.
4. Inform the Managers/Coaches that they need to make sure a first-aid kit is at every practice and game.
5. Ensure that all volunteers take the Abuse Awareness Course and encourage players to take the Abuse Awareness Course for Minors.



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## **IMPORTANT DO's and DON'Ts FOR MANAGERS & COACHES:**

1. Managers and Coaches Must:
  - Enforce and follow Little League rules including proper equipment.
  - Ensure players have required equipment at all times, even catchers warming up during infield.
  - Ensure coaches and managers enforce Little League and EJLL rules at practices and games.
  - Regularly check their equipment to ensure that it is in working order and in compliance with Little League rules.
  - Check the playing field for hazardous conditions before beginning practice or a game. An umpire may assume this responsibility.
  - Ensure that No Alcohol, Smoking or Tobacco products are in the Parks near the Little League facilities.
  - Have their players' Medical Clearance/Permission-to-treat forms with you at all games and practices. (In the EJLL First Aid Kits or Team Binders)
  - Bring the team's First Aid Kit to all practices and games.
  - Call 911 in the event of any medical emergency.
  - Send an adult to the Flag Pole at the Maple Street Park entrance to meet an ambulance and direct it to the location of the injured person.
  - Reassure and aid children who are injured, frightened, or lost.
  - Provide, or assist in obtaining, medical attention for those who require it.
  
2. Coaches and Managers Must Not:
  - Leave an unattended child at a practice or game.
  - Hesitate to report a potential safety hazard to a Board member.
  - Administer any medication not authorized to.
  - Hesitate in giving aid when it is needed.
  - Provide any food or beverage, other than water, to an injured player.
  - Be afraid to ask for help if unsure of the proper procedure.
  - Transport injured individuals except in extreme emergencies.
  - Hesitate to report an injury to the league Safety Director or other Board member.

## **HELP PREVENT INJURIES BY FOLLOWING THESE SAFETY GUIDELINES:**

1. Managers should obtain additional supplies as needed to keep the team's first aid kits stocked.
2. Supplies are kept and available at the Maple Street - Seman Field concession stand and can be requested from the Safety Director if the specific supply is not found in the concession stand.
3. No games or practices will be held in unsafe weather conditions, poor lighting or other unsafe playing conditions.
4. The playing fields will be inspected regularly for holes, damage, stones, glass and other dangerous objects prior to field use.
5. Inspect all playing equipment before each practice or game.
6. Only managers, coaches, players, and umpires are permitted on the playing field and in the dugout during practices and games. All gates shall remain closed and secured during play.
7. Batters must wear approved batting helmets during practices and games.
8. Keep the field clear of unused equipment during games and practices.
9. Catchers must wear a catcher's mask/helmet, throat protector, shin guards, chest protector, and supporter with protective cup (if male).
10. Minor & Major Leagues require the use of an approved catcher's mitt.
11. Players that are warm-up pitchers must wear a catcher's mask/helmet.
12. Players are not allowed to wear jewelry, watches, rings, pins, earrings, or other metallic items during games and practices, unless medically necessary.
13. On deck batters and the use of batting donuts are not allowed per Little League.



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14. Headfirst sliding is not allowed, except for when returning to a base.
15. No fence climbing or throwing of any objects on the field or in the dugout is allowed.

## **SUSPENDING GAMES:**

1. Darkness, Rain or other unsafe conditions:
  - At the Major and Minor league levels, in accordance with Rule 3.10, suspending play for darkness, rain, or other unsafe conditions is done so at the sole discretion of the plate umpire.
  - T-ball and Minor league coaches have the discretion to call the game at any time.
2. In the event of thunder or lighting;
  - When lightning is seen or thunder is heard, ALL GAMES or PRACTICES must be STOPPED.
  - In the event thunder is heard or lightning is spotted, teams are required to suspend play or practice for 30 minutes.
  - In a game situation, after waiting 30 minutes the plate umpire will make a decision as to whether play should resume.
  - You must wait 30 minutes after the most recent thunder or lightning event before resuming play or practice.
  - Consensus is not required to suspend play because of thunder or lightning.
  - At Maple Street Park, if an EJLL game is suspended because of thunder or lightning, all other EJLL games in the park must be suspended as well.
  - Coaches of the first suspended game should notify the coaches on other fields that they have heard thunder or seen lightning.
  - Coaches and players should be instructed to wait in their dugouts while games are delayed.
  - T-ball coaches are encouraged to cancel their games and leave the fields rather than wait the 30 minutes.
  - Stay away from metal fencing.
  - Do not hold a metal bat.

## **DUGOUT SAFETY:**

1. Only managers, coaches, players and authorized volunteers are allowed in the dugout during practices and games.
2. Dugout doors should be kept closed during games with all managers, coaches & players not being required on the field to be inside the dugout.
3. All baseball equipment not being used will be kept inside the dugout.
  - Equipment inside the dugout will be kept in an orderly fashion.
4. An authorized adult will be assigned to monitor the players in the dugout.

## **FIELD SAFETY:**

1. Coaches and umpires will ensure that the field is clear of hazards and good for play.
2. All bases will be properly placed on the base mounts.
3. All field gates & shed doors will be secured closed during practices and games.
4. The "on-deck" batter will be the "bat-boy".
  - They will either use the bat used by the previous batter or retrieve the previous batters bat and return it to the dug-out AFTER the play has ended.

## **CONCESSION STAND SAFETY:**

1. Adult volunteers will run the concession stand.
2. The concession stand will be cleaned BEFORE and AFTER use.
3. All cooking equipment will be inspected regularly for safety.
4. Hand washing is mandatory and food service gloves will be used.
5. Coolers/refrigerators and freezers will be used for items that can spoil.



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6. Meats will be cooked thoroughly.
7. All safe handling storage and cooking practices will be followed.
8. Fire extinguishers are located at the Concession stand.

## **PRESS BOX SAFETY:**

1. Limited to three people; one being an adult.
  - Exceptions are during Official Tournaments
2. All electronic equipment will be turned-off and stored properly when done.
3. Press Box area will be cleaned after each use.
  - This includes sweeping and emptying all trash.
4. A Fire Extinguisher shall be kept in the press box.

## **BATTING CAGE SAFETY:**

1. Only one adult and one player are allowed inside each section of cage while active batting practice is taking place; batting helmets are required.
2. Batting cage nets will be secured and run to the ground.
3. Only one adult and one player will be in the cage when using the pitching machine.
4. Only approved pitching machine balls will be used in the pitching machine.
5. Only the EJLL provided extension cord is to be used to power the pitching machine.
6. Pitching screen will be used at all times.

## **PREVENTING COMMUNICABLE DISEASES:**

1. Use the gloves provided in your safety kit to prevent exposure to blood or other body fluids.
2. For bleeding: First the bleeding must be stopped, the open wound covered and the uniform changed if there is blood on it before the athlete can resume playing. Immediately wash hands and other skin surfaces if contaminated with blood or other body fluids. Clean all blood-contaminated surfaces and equipment.
3. For Airborne Communicable Diseases: If a player, coach, umpire or concession stand personnel tests positive for a disease, they should contact all those whom they have come in contact with and should follow all Little League, CDC, State & Local guidelines for the prevention and transmission of the disease.

## **ACCIDENT REPORTING PROCEDURES & RESPONSIBILITIES:**

1. Accidents to Report:
  - Report any incident that causes any player, manager, coach, umpire, volunteer or spectator to seek further medical treatment (i.e. Emergency Room visit, doctor's visit, etc.) to the Safety Director or any available Board Member.
  - While it is not necessary to report every batter hit by a pitch or every base runner involved in a collision, the intent of the league and this policy is to always error on the side of caution. Report any injury or incident that you feel might possibly be serious enough to require non-league medical treatment.
  - Report any incident that could have resulted in serious injury. Reporting such incidents will bring potentially hazardous situations and conditions to the attention of the Board.
  - This is the first step in taking proactive preventive measures.
2. When to report:
  - All reportable incidents described above must be reported to the Safety Director within 24 hours of the incident.
  - Serious injuries should be reported immediately to the Safety Director or other Board Member.
  - Contact numbers are included in this document on page 8 of 8.
3. Information to report on Incident/Injury Tracking Report (found in coaches' binder):
  - Name and telephone number of the individual(s) involved.



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- The date, time and location of the incident.
  - The reported injury(s).
  - A detailed description of the incident and events.
  - Available photos if possible.
  - A list of witness(s) with contact information (addresses & phone number).
  - The name and phone number of the person reporting the incident if other than yourself.
  - Submit the Incident / Injury Tracking Report to the League Safety Officer.
4. Safety Director's Responsibilities:
- The Safety Director will contact the injured party(s) or the party's parents.
  - Verify the information received.
  - Obtain any other information deemed necessary.
  - Check on the status of the injured party(s).
  - In the event that the injured party required further medical treatment (i.e. Emergency Room visit, doctor's visit, etc.) will advise the party(s) or the party(s) parent(s) or guardian of the EJLL's insurance coverage and the provisions for submitting any claims.
  - The league's insurance coverage is supplemental to any insurance covering for the injured person.
  - If the injuries warrant prolonged treatment, the Safety Director shall periodically call the injured party(s) to check on the status of the injuries.
  - Check if any other assistance is necessary in areas such as the 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).

**Remember, safety is everyone's job.**

**Prevention is the key to reducing accidents and injuries.**

**Play ball and play safely !!**



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## CONTACT NUMBERS:

**EMERGENCY**  
**Essex Police**

**911**  
**911 or 802-878-8331**

EJLL Safety Director- Kyle Trudo	802-355-8968 /cell
EJLL Player Agent- Bill Bowers	802-238-4088 /cell
EJLL President- Jay Randall	802-825-6144 / cell
EJLL Vice President- Scott Thibault	802-578-3260 / cell
EJLL Field Manager Dean DeWitt	802-310-5120 / cell

EJ Recreation and Parks	802-878-1375 office
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