

2009 WEST SIDE LITTLE LEAGUE SAFETY PLAN

It is the mission of the West Side Little League to provide a safe and enjoyable baseball environment for its members each season. Every effort will be made to achieve this goal through a philosophy of continuous improvement with our Safety Program. This program is intended to evolve year to year and to be an operational doctrine for our league.

1. Safety Director

A Safety Director is selected annually from the League directors to assume the responsibilities as stipulated by the ASAP guidelines. Duties include updating and implementing the League Safety Program and publishing the League Safety Manual on an annual basis. The Safety Director is a member of the West Side Little League Board.

The WSLL Safety Director for 2009 is Brian Magee.

2. Safety Plan

The WSLL Safety Plan is published at the beginning of each season and distributed to volunteers. The manual is posted on the WSLL web site for easy access and downloading. An e-mail containing the hyperlink to the manual is sent to volunteers and parents after the manual has been updated each year.

3. Emergency Numbers

Emergency contact numbers are posted at each facility used by WSLL, and are included in this plan as Attachment 1. The emergency contacts include local ambulance, fire, and police, as well as WSLL President and Safety Director.

4. Background Checks

The league performs annual criminal background checks using ChoicePoint's Little League background screening service. WSLL will utilize the current year Little League Volunteer Application form to supply the Safety Director with the required personal information. Volunteers (managers, coaches, umpires, and board members) complete the Volunteer form and deliver it to the Safety Director along with a copy of their current driver's license. The Safety Director will hold the completed forms until registration the following year. At that time the forms are destroyed.

5. Fundamentals Training for Coaches

WSLL provides a four-hour coaches' clinic each year to provide both new and experienced coaches with a better understanding of the many aspects and demands of coaching youth baseball. At least one coach on each team is required to attend the coaches' clinic each year.

Part One of the clinic covers sports physiology, conditioning, working with parents, practice planning, teaching fundamentals, substitutions, and player evaluation. Part Two

of the clinic involves hands on training and demonstrations. The syllabus of the coaches' clinic is attached to this plan at Attachment 2.

For 2009, the Coaches' Clinic was held on March 15 (Part One) and March 19 (Part 2).

The individual league directors are responsible for organizing a coaches' meeting prior to start of the season to review the code of conduct.

Rules of Play Booklet will be distributed annually to at least one coach on each team.

6. First Aid Training for Coaches

WSLL provides a first aid clinic annually. The syllabus of the first aid clinic is attached to this plan as Attachment 3. For 2009, a four-hour First Aid Clinic was given by Dr. Rich Mansfield on March 29.

All coaches are required to attend a first aid clinic during their first year of coaching, and every three years thereafter. Each team must have at least one representative attending each year.

7. Safety Walk

Prior to each practice and game, a manager/coach of the home team shall inspect the field to ensure that there are no foreign or hazardous objects present on the playing field. Any objects found must be removed and properly disposed of prior to any player taking the field.

8. Facility Survey

A survey of facilities used by WSLL was entered on-line into the Little League Facilities Survey database. This survey is updated annually and is used to help identify areas needing maintenance, repair, or upgrades.

Based on the 2009 facility survey, the following actions were taken:

- New protective tubing was purchased for fence tops at Waltz Field.
- New tarps were purchased to cover the pitcher's mounds and home plate areas at Waltz Field.

9. Concession Stand Safety

All concession managers receive basic food handling training prior to the opening day of the season. They are also trained on the safe operation of cooking equipment, including pressurized soda dispensing tanks.

Fire extinguishers will be openly displayed and maintained during the season and concession stand personnel will be trained on their proper use. Industry accepted

standard written procedures will be displayed in the concession stand during hours of operation.

Compressed gas canisters for beverages or other service will not be used in the League concession stand. All beverages will be served in their original plastic bottles or aluminum cans. First Aid kits, ice bags and emergency phone numbers will be openly displayed and available for use in an emergency.

Children under the age of 14 are not permitted in the concession stand during its hours of operation. Children between the ages of 14 and 18 will be allowed to sell candy and soda only when under the supervision of an adult. No individual under the age of 18 will be permitted to use cooking or deep frying equipment,

The concession stand area will be properly lit at dusk to ensure safety.

10. Equipment Inspection

An equipment director is selected each year from the board of directors to oversee league-owned equipment. For 2009, the equipment director is Jerry Franks.

Prior to each practice and game, it is required that the coaches inspect equipment to be used by the players to ensure safety for its proper intended use. Any equipment not within its intended safe use specifications must be removed. Also, players must remove any jewelry.

An annual evaluation of all equipment used for league operation is performed at the end of each season. Replacement items are ordered as needed and in place prior to the beginning of the next season. Unusable equipment is discarded. At the tee-ball and machine-pitch (seven to eight-year-old) levels, the league uses "reduced impact balls".

11. Reporting and Tracking Injuries

The AIG Accident Notification Form (at <http://www.westsidelittleleague.org/dnn/LinkClick.aspx?fileticket=z5qsTZc%2b2q8%3d&tabid=65&mid=382>) is used by coaches to document and report injuries to the Safety Director. The Safety Director is responsible for tracking injuries and to take action if injury trends are evident. Such action would include contacting all coaches regarding recent injuries and suggesting steps to mitigate them.

Each coach will have the Safety Director and League President's phone number on hand and will report any incident requiring medical attention. The proper forms will be completed and submitted to both individuals within 48 hours of any reported incident. Reported accidents will be tracked each year for safety program improvements. Accidents will be evaluated for possible safety improvements with the League operation.

12. First Aid Kits

First Aid Kits and Ice Packs will be distributed to and maintained by each coach during the regular season for each practice and game. Additional kits and supplies will be located at the league concession stand.

13. Enforcing the Rules

The WSLL participants will remain safe only to the extent that the safety rules are enforced. Some of the most important rules not covered elsewhere in this ASAP are outlined below.

- a) Catchers are required to wear athletic cups, helmets and masks with throat protectors at all times while warming up pitchers and during practice and games.
- b) Coaches are advised to carry cellular phones at all times to provide immediate access to emergency contacts as needed.
- c) Each coach will be responsible to discuss safety training and proper conduct to each player on his team prior to the beginning of each season.
- d) Instructions for the safe operation of practices and games in inclement weather will be issued to each coach prior to the beginning of the season. Umpires and coaches will be trained in when to call a game due to lightning and where the players and spectators should take shelter.
- e) Yellow PVC fence bumpers covering the top edge of the full perimeter of the fence on the Major league fields has been installed. The condition of the bumpers will be evaluated prior to the start of each season. Sections that show signs of failure will be replaced as required.
- f) The League allocates a portion of its annual operating plan to cover the Safety Program. This will include, but not be limited to, background checks, training programs, coaching manuals, first aid books, equipment, and field maintenance.
- g) Disengage-able bases are used.
- h) All "kid pitch" players (8-9 year old) will be required to wear an approved baseball helmet with permanently attached full facemask. The helmet/ mask will be worn at all times by the batter / runner when the player is in the field of play.
- i) WSLL encourages all Coaches, Managers and Parents to subscribe to the Little League E-News newsletter. This newsletter is a very good source of information and helpful tips. The web page can be accessed at: <http://www.littleleague.org/common/enews/index.asp>.

ATTACHMENT 1

---EMERGENCY CONTACT NUMBERS---

West Side Little League

• **WHEN IN DOUBT, CALL 911!**

- Ambulance / Fire 610-436-4700
- West Whiteland Police 610-692-5100
- East Bradford Police 610-696-2700
- West Goshen Police 610-696-7400
- Safety Director – Brian Magee 610-430-3703
- WSLL President – Dave Harvey 610-918-1836

Please report any major injuries to the Safety Director.

ATTACHMENT 2

Coaches Clinic Course Outline

1. Objectives:

At the end of this course, coaches will be able:

- To understand basic adolescent and teenage sports physiology, including the proper care of young arms
- To develop a conditioning (stretching and throwing) program for young players
- To learn tactics for working with parents
- To write and execute a practice plan
- To teach the fundamentals of
 - ✓ Hitting
 - ✓ Pitching
 - ✓ Infielding
 - ✓ Outfielding
 - ✓ Base running
- To plan substitutions
- To evaluate young players

2. Syllabus

- Before you get on the field
 - ✓ Youth player physiology
 - ◇ Myth busting
 - ◇ Stress training
 - ◇ Age factors
 - ◇ Role of exercise
 - ◇ Stretching—baseball specific
 - ◇ Bone-related injuries
 - ◇ Pitching injuries
 - ◇ Dealing with injuries on the field
 - ◇ Progressive exclusion and self-esteem
- Dealing with parents
 - ✓ Managing expectations
 - ◇ Parents' Letter
 - ◇ Parents' Meeting
 - ✓ Game time issues
 - ◇ Playing time criteria
 - ◇ Intrusion
 - ◇ Behavior

- ◇ Daddy Ball
- Practice
 - ✓ Organization
 - ✓ Objectives
 - ✓ Writing a practice plan
 - ✓ Evaluation
- On the field
 - ✓ Teaching hitting
 - ◇ Bat selection
 - ◇ Positioning in batter's box
 - ◇ Stance and balance
 - ◇ Grip
 - ◇ Swing
 - ◇ Bunting
 - ◇ Easy hitting drills
 - ◇ 10 most common hitting mistakes
 - ✓ Teaching pitching
 - ◇ Care and keeping of young arms
 - ◇ Balance and mechanics
 - ◇ Identifying mistakes and correcting them
 - ◇ Three basic pitches
 - ◇ Common pitching drills
 - ✓ Catching
 - ◇ Equipment
 - ◇ Giving signs
 - ◇ Proper positioning in catcher's box
 - ◇ Receiving pitches
 - ◇ Blocking balls
 - ◇ Pop fouls
 - ◇ Fielding bunts (and other weird hits)
 - ◇ Barehanding
 - ✓ Infielding
 - ◇ Infielding—a game of angles
 - ◇ 5 elements of catching a baseball
 - ◇ 4 R's of positioning
 - ◇ Balls hit to the side

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- ◇ Balls slowing down
- ◇ Balls stopped
- ◇ Infielding drills
- ✓ Outfielding
 - ◇ Getting a jump
 - ◇ Running to the ball
 - ◇ Getting “behind” the ball
 - ◇ Outfield running
 - ◇ Circling the ball
 - ◇ Playing balls in the sun
 - ◇ Simple outfield drills
- ✓ Defensive coverage’s
 - ◇ Hits with runners on
 - ◇ Bunt defenses
 - ◇ Steals
 - ◇ Cutoffs and Rundowns
- ✓ Substitutions
 - ◇ Evaluating young players
 - Criteria
 - Method
 - ◇ Game Strategies
 - Pregame Drills
 - Giving signals
 - Batting Order
- All Stars and Tournaments
 - ✓ Player evaluation
 - ✓ Player selection and roles
 - ✓ Rosters

ATTACHMENT 3

**West Side Little League First Aid Course
March 29, 2009**

Welcome and Introduction

General Principles

1:00 –1:45 PM

- Video: Introduction, Safety, and Universal Precautions
- Practice: Putting On and Taking Off Gloves
- Video: When and How to Phone for Help
- Demonstration: ERP Number and First Aid Kit
- Video: Finding the Problem
- Practice: Finding the Problem and Phoning for Help
- Video: After the Emergency
- Examination: General Principles
- Discussion of Examination

Medical Emergencies

1:45 – 2:30 PM

- Video: Breathing Problems: Choking
- Practice: Relief of Choking
- Video: Bad Allergic Reactions; Epinephrine Auto-Injector
- Practice: Epinephrine Auto-Injector
- Video: Chest Pain and Heart Attack
- Case Discussion: Breathing Problems, Allergic Reactions, and Chest Pain
- Video: Fainting, Diabetes, Stroke, and Seizures
- Case Discussion: Fainting, Diabetes, Stroke, and Seizures
- Examination: Medical Emergencies
- Discussion of Examination

Break

2:30 –2:45 PM

Injury Emergencies

2:45–3:30 PM

- Video: Bleeding You Can See
- Practice: Bleeding You Can See
- Video: Nosebleeds, Bleeding From the Mouth, Puncture Wounds, and Amputation
- Video: Bleeding You Can't See and Shock
- Demonstration: Use of Mylar Blanket
- Practice: Recognition and Treatment of Shock
- Video: Head and Spine Injuries
- Practice: Immobilization of Head; Jaw Thrust
- Video: Bone, Joint, and Muscle Injuries; Burns
- Case Discussion: Bleeding You Can't See, Shock, Head or Spine Injury, Bone Joint or Muscle Injury, Heat Burn, Electrical Burn
- Examination: Injury Emergencies
- Discussion of Examination
- Issues regarding pitching injuries, concussions and baseball safety

Environmental Emergencies

3:30 – 4:00 PM

- Video: Bites and Stings
- Case Discussion: Bites and Stings
- Video: Cold- and Heat-Related Emergencies
- Case Discussion: Temperature-Related Emergencies
- Video: Poisoning Emergencies
- Case Discussion: Poisoning Emergencies
- Written Examination: Environmental Emergencies
- Discussion of Examination