



2020 Safety Plan

Dario Rivero

Safety officer

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2020 Safety Plan

Dear Managers, Coaches, and Parents,

Welcome to the 2020 Season of Fletcher Hills Little League Baseball.

As always, FHLL is committed to providing children with the safest playing experience possible. In an effort to assist the managers and coaches, the 2018 Board of Directors has put forth a mandate of safety rules to be followed as outlined in this manual. Strict compliance with these rules is expected.

Safety first is not something to give lip service to or take lightly. It is of paramount importance and should be evident in all our actions. As managers and coaches we are the example. Please read this manual carefully from cover to cover as it will familiarize you with the safety fundamentals we expect each of you to follow. As a Board of Directors representing this fine organization, this safety manual is proof that FHLL is dedicated to safety, **First, Last and Always.**

This season each team should appoint a Team Safety Officer (TSO). The TSO will work alongside the managers and coaches to insure the safety guidelines are met at each game and practice. The TSO could be the Team Mom or manager.

If you received this manual, it means you have taken the first step towards safety. The next is completing the mandatory safety class, attending a coaching clinic and obtain an on line concussion training certification which are **required** prior to the start of the season.

In Closing, remember that safety starts with you. As a volunteer of FHLL always practice common sense. Never discount what a child tells you and report all accidents or safety infractions when they occur.

Have Fun, be fair and above all.....**BE SAFE.**

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Safety Officer

Policy Statement

Fletcher Hills Little League is a non-profit organization run by Volunteers whose mission is to provide an opportunity for our community's children to learn the game of baseball in a safe and friendly environment.



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1. League Safety Officer: **Dario Rivero** is on file with Little League Headquarters.
2. Fletcher Hills Little League (FHLL) will distribute a paper copy of this Safety Manual to all managers/coaches, league volunteers and the District Administrator.
3. **Emergency Phone Number: 911**

Fletcher Hills Field:

2330 Center Pl, El Cajon, CA 92020

El Cajon Police: 619-579-3311

Northmont Field:

9405 Gregory Street, La Mesa CA 91942

La Mesa Police: 619-667-1400

Important League Board Member Contacts:

Safety Officer:	Dario Rivero	619-339-4987
Umpire in Chief:	Bryan Hewitt	619-820-2936
Concessions:	Jennifer Coniglio	619-708-6030
League President:	Erik Weichelt	619-246-6373

****This list will be posted in the concession area and dugout area****



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4. FHLL will use the Official Little League Volunteer Application form to screen all of our volunteers.
 - Managers, coaches, board members and any others, volunteers or hired workers, who provide regular services to the league and or have repetitive access to or contact with players or teams must fill out a volunteer application form and provide a government issued photo identification card for ID verification.
 - The safety officer will run a background check on all persons with access to players or teams.

5. Fundamentals Training: January 11, 2020
 - At least one manager/coach from each team must attend the training.
 - Every manager/coach will attend this training at least once every 3 years.
 - Training will be at the Fletcher Hills field, 2330 Center Pl, El Cajon, CA 92020.

6. First Aid Training:
 - FHLL will require at least one manager/coach from each team.
 - Every manager/ coach must attend this training once every 3 years.
 - FHLL Safety Officer will conduct the training on or before January 11, 2020. The training date and location



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will be posted on the FHLL league website and emailed to all coaches and managers.

7. Field Inspection

- Coaches will be required to walk/ inspect the fields prior to practices and games.
- Umpires will also be required to walk the fields for hazards before each game.

8. FHLL has completed and updated our 2020 Facility Survey on-line.

9. Concession Stand Safety

- Menu shall be posted & approved by the Safety Officer and the League President
- Our Concession Safety Procedures will be posted in multiple locations in all concession stands.
- A copy of the FHLL Concession Stand Safety Procedures is attached to this safety plan.
- The Concessions manager will be trained in safe food handling/prep and procedures.

10. Equipment Inspection

- The League Safety Officer will inspect all equipment in the pre-season.
- Managers/coaches will inspect equipment prior to each game.



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- Umpires will also be required to inspect equipment prior to each game.

11. Accident Reporting

- The League will use the provided incident tracking form from the LL website and will provide completed accident forms to the FHLL Safety Officer within 24 hours of the incident. A copy of the accident Reporting form is attached to this safety plan.
- **WHAT TO REPORT:**
 - An accident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and or first aid must be reported to the FHLL Safety Officer. This includes even passive treatments such as evaluation and diagnosis of the extent of injury.
- **HOW TO REPORT:**
 - Reporting incidents can come in a variety of forms. Most typically, they are telephone conversations. At a minimum, the following must be provided;
 - The name and phone number of the individual involved.
 - The date, time and location of the incident.
 - A detailed description of the incident.
 - The preliminary estimation of the extent of any injuries.



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- The name and phone number of the person reporting the incident.
- Team Safety Officer's Responsibilities
 - The Team Safety Officer (TSO) will fill out the FHLL Accident investigation form and submit it to the FHLL Safety Officer within 24 hours of the incident. If the team does not have a safety officer then the team manager will be responsible for filling out the form and turning it in to the FHLL Safety Officer. (FHLL Accident Investigation forms can be found in the appendix)
- FHLL Safety Officer Responsibilities
 - Accidents occurring outside the team (i.e. Spectator injuries, concession stand injuries and third party injuries) shall be handled directly by the FHLL Safety Officer.
 - Within 24 hours of receiving the FHLL Accident Investigation Form, The FHLL Safety Officer will contact the injured party or the party's parents and:
 - Verify the information received
 - Obtain any other information deemed necessary
 - Check on the status of the injured party
 - In the event that the injured party required other medical treatment (i.e., emergency



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room visit, doctor visit.) Will advise the parent or guardian of Fletcher Hills Little League's insurance coverage and the provision for submitting any claims.

- If the extent of the injuries is more than minor in nature, the FHLL Safety Officer shall periodically call the injured party to:
 - Check on the status of injuries.
 - Check if any other assistance is necessary in areas such as submission of insurance forms, etc. Until such time as the incident is considered "closed" (i.e., no further claims are expected and or the individual is participating in the league again).
- Insurance Policies
 - Little League accident insurance covers only those activities approved or sanctioned by Little League Baseball Inc.
 - FHLL Majors, Minor Leagues and Tee Ball participants shall not participate as a Little League Majors, Minor Leagues and Tee Ball team in games with other teams of other programs or in tournaments except those authorized by Little League Baseball Inc.
 - FHLL Insurance Policy is designed to supplement a parent's existing family policy.



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- FHLL Majors, Minors, Caps, Rookies and Tee Ball participants may participate in other programs during the Little League regular season and tournaments.

12. First Aid Kits

- First-aid kits and ice packs will be maintained in the equipment storage area of each field at both the Fletcher Hills and Northmont locations. Additional ice packs will be stored in the concession stands at both fields as well.
- Small first-aid kits will be made available for checkout through the division coordinator
 - Small first-aid kits are to be checked by the manager, coach, or team safety officer and will be present during all off-site interleague and tournament play.

13. FHLL will require ALL TEAMS to enforce all Little League rules including:

- a. Proper Equipment for catchers.
- b. No on-deck batters.
- c. Coaches will not warm up pitchers.
- d. Bases will disengage on all fields.

14. League Player Registration Data or Player Roster Data and Coach and Manager Data.



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- League Player Registration Data or Player Roster Data and Coach and Manager Data must be submitted via the Little League Data Center at www.LittleLeague.org.



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Safety Checklist and Tips

- Safety First, Last and Always
- Check playing field for hazards
- Make sure players are wearing the proper equipment
- Ensure equipment is in good shape
- Maintain control of the situation and your team
- Maintain discipline
- Be organized
- Know player's limits and do not exceed them
- Make it FUN!!!!



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Fletcher Hills Little League Safety Code

The Fletcher Hills Little League Board of Directors has mandated the following Safety Code. All managers and coaches will read this Safety Code and also read it to the players on their team.

- Responsibility for safety procedures belong to every adult member of Fletcher Hills Little League.
- Each player, manager, coach, umpire and TSO shall use proper reasoning and care to prevent injury to themselves and to others.
- Only league approved managers and or coaches are allowed to practice teams.
- Only league approved manager and or coaches are allowed to supervise batting cages.
- Managers, designated coaches, and umpires will have training in First Aid.
- No games or practices will be held when weather or field conditions are poor, particularly when lighting is inadequate.
- Play area will be inspected before games and practices for holes, damage, stones, glass and any other foreign objects.
- Team equipment should be stored within the team dugout or behind screens, and not be within the area defined by umpires as "in play."



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- Only managers, coaches and umpires who have filled out and turned in the volunteer application, passed a background check and provided a copy of their required concussion training are permitted on the playing field or in the dugout during games and practices.
- 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 manager and coaches.
- Foul balls hit out of the playing area will be returned to the snack bar and not thrown over the fence during a game.
- During practice and games, all players should be alert and watching the hitter on each and every pitch. Managers and coaches throwing BP should scan the field before each pitch is delivered to ensure the safety of your players.
- During warm-ups, players should be spaced appropriately so that none are endangered by wild throws or missed catches.
- All pre-game warm-ups should be confined within the playing field and not within areas frequented by, and thus endangering spectators (i.e., playing catch, pepper, warm-up swings).
- All bats must be little league approved with the appropriate and current labels or stickers
- Equipment should be inspected regularly for the condition of and proper fit.



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- Hitters must wear Little League approved protective helmets bearing the NOCSAE seal during batting practice and games.
- Head-first slides are not permitted, except when a runner is returning to a base.
- During sliding practice, bases should not be strapped down or anchored in any way.
- At no time should horse play be permitted on the playing field.
- Parents of players who wear glasses should be encouraged to provide safety glasses for their children.
- On deck batters are not permitted.
- Managers will only use the official Little League balls supplied by FHLL.
- Once a ball has become discolored it will be discarded.
- All male players will wear athletic supporters or cups during games. Catchers must wear a cup. Managers should encourage the use of cups during practices as well.
- Male catchers must wear metal, fiber or plastic cup type and a long model chest protector.
- Female catchers must wear long or short model chest protectors.
- All catchers must wear chest protectors with neck collar, throat guard, shin guards and catcher's helmet. All must meet Little League specifications and standards.



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- All catchers must wear a mask “dangling” type throat protector and a catcher’s helmet during practice, pitcher warm-ups, and games. NOTE: Skullcaps are not permitted.
- Catchers must wear a catcher’s mitt (not a first baseman’s glove or fielder’s glove) of any shape, size, or weight consistent with protecting the hand.
- Catchers may not catch in practices or games without wearing full catcher’s gear and an athletic cup as described above.
- The juniors division has the option to wear metal cleats or non-metal cleats, metal cleats are NOT allowed in all other divisions. Only shoes with molded cleats are permissible.
- Players will not wear watches, rings, pins, jewelry or other metallic items during practices or games. Exception: Jewelry that alerts medical personnel to a specific condition is permissible and this must be taped in place.
- No food or drink, at any time, is allowed in the dugouts. Exception: bottle water, Gatorade and water from coolers/drinking fountain.
- Managers will NEVER leave an unattended child at a practice or game.
- No children are permitted in the concession stands. Teen workers (14 to 17 years old) approved by the Board of Directors are allowed to work with an adult.
- Make arrangements to have a cellular phone available when a game or practice is at a facility that does not have public phones.



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- Speed limit is 5 MPH in roadways and parking lots.
- No tobacco products, alcohol or drugs are allowed on FHLL premises at any time.
- No medication will be taken at any FHLL facility unless administered directly by the child's parent. This includes aspirin and Tylenol.
- No playing in the parking lot at any time.
- No swinging bats or throwing balls at any time within the walkways and common areas of the complex.
- No throwing rocks.
- No climbing fences.
- No swinging on dugout roofs.
- No pets are permitted on the premises at any time. This includes dogs, cats and horses etc.
- Observe all posted signs
- Players and spectators should be alert at all times for foul balls and errant throws.
- All gates to the fields must remain closed at all times. After players have entered or left the playing field, gates should be closed and secured immediately.
- Bicycle helmets must be worn at all times when riding bicycles if under 18 years of age.
- Use crosswalks when crossing roadways. ALWAYS be alert for traffic.

Coaching/Managing Responsibilities



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Make sure that telephone access is available at all activities, including practices. It is suggested that a cell phone always be on hand. It does no good if it's in the car.

Do not expect more from players than what they are capable of. Teach the FUNDAMENTALS of the game to the players:

- Catching fly balls
- Proper sliding
- Proper fielding and ground balls
- Simple, fluid, basic pitching mechanics Be open to ideas, suggestions, or help

Enforce that PREVENTION is the key to keeping accidents/injuries to a minimum.

ALWAYS HAVE THE FIRST AID KIT AND SAFETY MANUAL ON HAND. Use common sense.

During Pre-game and Practices Managers will:

- Have a copies of all player medical release forms present and available in the case of an injury that requires treatment when a parent is not immediately available.
- Make sure that players are healthy, rested and alert.



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- Make sure that players returning from an injury have a medical release form signed by their doctor.
- Make sure players are wearing the proper uniform and catchers are wearing a cup. Make sure all equipment is in good working order and is safe.
- Walk the field and agree with the opposing manager on the safety of the field. In the event that the two managers cannot agree the president or a designated representative shall make the determination.

During a game Managers will:

- Make sure that players carry all gloves and other equipment off the field and to the dugout when their team is hitting. No equipment shall be left on the field, either in fair or foul territory.
- Keep players alert
- 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 protective equipment.
- Observe the "no on-deck rule" for hitters and keep all players behind the screens at all times.
- NO HANDS ON A BAT WHILE IN THE DUGOUT...PERIOD.



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- Keep players off the fences
- Encourage players to drink often so they do not dehydrate
- Ensure that injured/ill players do not play
- Attend to children that become injured during a game or practice.
- Do not lose focus by engaging in conversations with parents or spectators.
- Encourage everyone to think SAFETY FIRST.

Post-game managers will:

- Make sure players cool down (light jog, perhaps stretch while discussing the game).
- Do not leave the field until every player has been picked up by a known family member or designated person.



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FHLL Code of Conduct

The Fletcher Hills Little League Board of Directors has mandated the following Code of Conduct. All Managers and Coaches will read the Code of Conduct and sign in the space provided, acknowledging that he/she understands and agrees to comply with the Code of Conduct. Please sign and return to the Safety Officer prior to your first practice/meeting.

Fletcher Hills Little League Code of Conduct:

No Board Member, Manager, Coach, Player or Spectator shall:

- At any time, lay a hand upon, push shove, strike or threaten to strike an official.
- Be guilty of heaping personal, verbal or physical abuse upon any official for any real or imaginary belief of a wrong decision or judgment.
- Be guilty of an objectionable demonstration of dissent at an official's decision by the throwing of gloves, helmets, hats, bats, balls, or any other forceful unsportsmanlike action.
- Be guilty of using unnecessarily rough tactics in the play of a game against the body of an opposing player.
- Be guilty of a physical attack upon any board member, manager, coach, player, or spectator.



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- Be guilty of the use of profanity, obscene or vulgar language, in any manner at any time.
- Appear on the playing field, stands, or anywhere on the FHLL complex while in an intoxicated state at any time. Intoxicated will be defined as an odor or behavior issue.
- Be guilty of gambling upon any play or outcome of any game with anyone at any time.
- Smoke or use tobacco products anywhere on the FHLL complex. This includes the parking lot.
- Be guilty of discussing publicly with spectators in a derogatory or abusive manner any play, decision or a personal opinion on any player during the game
- Speak disrespectfully to any manager, coach, umpire or representative of the league.
- Be guilty of tampering or manipulating any league rosters, schedules, draft positions or selections, Official score books, rankings, financial records or procedures.
- Challenge an umpire's authority. The umpires shall have the authority and discretion during a game to penalize the offender according to the infraction up to and including removal from the game.

The Board of Directors will review all infractions of the FHLL Code of Conduct. Depending on the seriousness or frequency, The Board may assess disciplinary action up to and including expulsion from the league.



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Conditioning and Stretching

Conditioning is an intricate part of accident prevention. Extensive studies on the effect of conditioning, commonly known as “warm-up” has demonstrated that:

1. The stretching and contracting of muscles just before an athletic activity improves general control of movements, coordination and alertness.
2. Such drills also help develop the strength and stamina needed by the average child to compete with minimum accident exposure.
3. The purpose of stretching is to increase flexibility within the various muscle groups and prevent tearing from overexertion. Stretching should never be done forcefully, but rather in a gradual manner to encourage looseness and flexibility.

Stretching Tips:

1. Have the players take a light jog prior to stretching as a team.
2. Stretch the entire body, neck, back, arms, shoulders, upper legs and lower legs.
3. Hold each stretch for 10 seconds, rest and do it a second time for 10 seconds.



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4. Do not allow the players to “bounce” while performing a stretch as this can cause tearing of the muscle.
5. Above all, supervise the stretching to ensure the players are actually stretching.

*** Stretching is vital. Do not allow the players to show up to the field and immediately begin throwing, running around, swinging bats, etc. Teach good habits now. ***

Calisthenics:

After stretching the entire body, teach the players several warm-up calisthenics. There are many:

- Light jog from a base stealing position. Do this several times building up speed to a sprint on the last one. (also an excellent time to teach base stealing fundamentals)
- High knees
- Bounding
- Back-pedal

Hydration:

Good nutrition is important for children. Sometimes, the most important nutrient children need is water *** especially when they are physically active. We usually think about dehydration in the summer months when hat temperatures shorten the time it takes for children to



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become overheated. But keeping children well hydrated is just as important in the winter months. Additional clothing worn during the cooler weather makes it difficult for sweat to evaporate, so the body does not cool quickly.

It does not matter if it's January or July, thirst is not an indicator of fluid needs. Therefore, children must be encouraged to drink fluids even when they don't feel thirsty.

Managers and coaches should schedule drink breaks every 15 to 30 minutes during practices and should encourage players to drink water between every inning.



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Safety Manual and First Aid Kits:

Each team will be issued a Safety Manual at the beginning of the season. The manager or the team will acknowledge receipt both by signing in the space provided below.

Chemical ice packs of physical therapy quality will be available at all times in the score booths and equipment rooms.

The Umpire Chief will be issued 10 copies of the Safety Manual.

Both concessions stands will have a First Aid kit and Safety Manual in plain sight at all times.

The Safety Manual will include maps to hospitals and other emergency services, the Fletcher Hills Code of Conduct, and Do's and Don'ts of treating injured players. This information will also be posted in the display cases outside the score booths.

The First Aid Kit will include the necessary items to treat an injured player until professional help arrives if needed (see First Aid Section).



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I have received my Safety Manual and information regarding the location of First Aid Kits. I will have them both present at all practices, batting cage practices, games (season games and post season games) and any other event where team members could become injured or hurt.

Managers Signature

Division

Date

Team Name