

St. Clair Little League

Safety Manual

2011

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I. Contact Information

St. Clair Police Emergency911
 St. Clair Police Non-Emergency.....329-5710
 St. Clair Fire Emergency911
 St. Clair Fire Non-Emergency329-3360

<i>Officers</i>		
St. Clair Little League 4112 River Pointe Drive St. Clair, MI 48079	League ID # 01220719	www.stclairlittleleague.org
Chairman/Player Agent Todd Distelrath 334-0151 (cell) tdistelrath@cvs.k12.mi.us	President Tom Foley 650-8212 (cell) 329-6354 (home) foleyte@sbcglobal.net	Vice President Softball Dan Dawson 499-6907 (cell)
Treasurer Becky Dawson 488-2571 (cell) bdawson1976@netzero.com	Co-Safety Officer Angie Gleason 650-3453 (cell) 326-0166 (home) angelagleason@comcast.net	Co-Safety Officer Shannon Marino 824-1457 (cell) shan2728@yahoo.com
Equipment Manager Stew Winston 329-5981 (home) 586-909-8625 (cell) stewwinston1111@yahoo.com		
<i>Chairpersons</i>		
Concessions Lisa Winston 329-5981	Umpires Jim Currier	

II. Policy Statement

It shall be the policy of **St. Clair Little League**, its officers, managers, coaches and umpires to provide all league participants with a safe and rewarding Little League experience. In order to provide for the safety of each participant be they player, coach, manager, or spectator the league **Safety Code** is to be followed at all League sponsored games. All League personnel shall conduct themselves in a manner consistent with the high standards of sportsmanship of Little League Baseball.

III. Safety Code

The following Safety code is intended to guide coaches and players in safe methods of practice and play.

1. Responsibility for safety procedures shall be that of the Safety Officer of St. Clair Little League.
2. Arrangements should be made in advance of all games and practices for emergency medical services.
3. Each team will be provided a First-Aid kit.
4. No games or practices should be held when weather or field conditions are not good, particularly when lightning is present.
5. Coaches and umpires must inspect play area before games for holes, damage, glass and other foreign objects. Coaches should inspect play areas before practices.
6. Dugouts and bat racks should be positioned behind screens.
7. Only players, managers, coaches and umpires are permitted on the playing field during games and practice sessions.
8. Responsibility for keeping bats and loose equipment off the field of play should be that of a regular player assigned for this purpose.
9. Procedure should be established for retrieving foul balls batted out of the playing field.
10. During practice sessions and games, all players should be alert and watching the batter on each pitch.
11. During warm up drills, players should be spaced so that errant balls endanger no one.
12. Equipment should be inspected before each use. Make sure it fits properly.
13. Pitching machines, if used, must be in good working order (including extension cords, outlets, etc.) and must be operated only by adult managers and coaches.
14. Batters must wear NOCSAE helmets during practice, as well as during games.
15. Catchers must wear catcher's helmet (with face mask and dangling throat guard), chest protector and shin guards. Male catchers must wear protective supporter and cup at all times.
16. Except when a runner is returning to base, headfirst sliding is not permitted.
17. Sliding practice will be held in the outfield – have the players line up and slide into

- their gloves.
18. At no time should "horse play" be permitted on the playing field.
 19. Parents of players who wear glasses should be encouraged to provide "Safety Glasses".
 20. Players must not wear watches, rings, pins, jewelry, or other metallic items.
 21. Catcher must wear catcher's helmet, facemask, and throat guard in warming up pitchers. This applies between innings and in bullpen practice. Skullcaps are not permitted.
 22. Batting/catcher's helmets should not be painted unless approved by the manufacturer.
 23. Players who are ejected, ill, or injured, should remain under supervision until released to the parent or guardian.
 24. No on deck circle is permitted; player must remain on bench until it is his or her turn to bat.

IV. Field Locations and Dimensions

St. Clair Little League Fields, Fred Moore Hwy.

- 1 Jr./Sr. Boy's Field: 300' to LF and RF foul poles
- 4 Major Fields: 200' to LF and RF foul poles
- 2 T-ball/Coach Pitch Fields: 150' down LF and RF lines (no outfield fences)

Klecha Park, Corner of Goffe and Palmer (not in use in 2011)

- Major field: LF 170', CF 180', RF 172'
- 7-8 field: LF 150', CF 170', RF 170'
- T-ball field: LF 180', CF 180', RF 120'

St. Clair High School, Clinton Avenue (not in use in 2011)

- Baseball field: LF 320', CF 380', RF 320'
- Softball field: LF 200', CF 200', RF 200'

Fields are inspected every fall.

V. St. Clair Little League Code of Conduct

1. All Volunteers in St. Clair Little League are required to fill out a Little League Volunteer Application Form. Failure to comply with this regulation can result in St. Clair Little League charter revocation and/or disqualification from tournament competition.
2. Speed limit is 5 mph in parking areas. Watch out for small children around parked cars.
3. No alcoholic beverages allowed in any parking lot, field or other area of the playing fields at any time.
4. The use of tobacco products in or near the bench or dugout areas is prohibited.
5. No profanity.
6. During games all players are to remain in the dugout in an orderly fashion at all times.
7. T-Ball, Minors, Majors – Only the player up to bat may swing the bat. No on deck position is allowed.
8. No throwing balls against dugouts or backstops. No playing catch in areas where spectators are seated, parking lots, or roadways.
9. Players and spectators are to remain alert at all times for foul balls and errant throws.
10. No throwing of rocks. No climbing on fences. No horseplay will be tolerated.
11. After each game, each team must sweep and clean-up trash in their dugout.

VI. Accident Reporting Procedure

What to report –An incident that causes any player, manager, coach umpire, or other volunteer to receive medical treatment and/or first aid. Any injury in which passive treatment is rendered, such as mandatory rest periods or evaluation/observation should be reported as well.

When to report – The league safety officer must be contacted within 48 hours of the incident.

How to make a report – Contact Angie Gleason at 650-3453 or Shannon Marino at 824-1457. Please provide the following information:

1. The name and phone number of the individual involved.
2. The date, time and location of the incident.
3. As detailed a description on the incident as possible.
4. The preliminary estimation of the extent of any injuries.
5. The name and phone number of the person reporting the incident.

Safety Officer's Responsibility – Within 24 hours of receiving the incident report, the Safety Officer will contact the injured person or person's parents and 1) verify the information received; 2) obtain any other information deemed necessary; 3) check on the status of the

injured person; and 4) in the event that the injured person required other medical treatment (such as Emergency Room visit, Doctor's visit, etc.) will advise the parent or guardian of St. Clair Little League's insurance coverage and the provisions for submitting claims.

A copy of the attached Activities/Reporting form will be filled out and kept on file.

If the extent of the injuries are more than minor in nature, the Safety Officer shall periodically call the injured person to 1) check on the status of any injuries, and 2) to check if any other assistance is necessary in areas such as submission of insurance claim forms, etc. until such time as the incident is "closed" (i.e., no further claims are expected and/or the individual is once again participating in the league).

VII. Coaches Training

A mandatory **CPR/First-Aid** coaches training will be held on **April 20th, 2010** at the American Legion Hall in St. Clair. At least **one** coach or manager per team is required to be at this training clinic.

St.Clair Little League will be hosting a Coach's Training Clinic on **March 19th, 2010**. Coaches will be issued equipment, educated on how to teach proper mechanics, practice plans and game situations.

Proper mechanics, along with proper warm-up and cool-down drills during and after practices, will significantly reduce the possibility of injury to players. By hosting these two training seminars, coaches will be able to apply lessons taught to help improve overall safety. Contact the league President or Safety Officer for further information.

VIII. Communicable Disease Procedure

1. Bleeding must be stopped, the open wound covered, and the uniform changed if there is blood on it before the athlete may continue.
2. Routinely use gloves to prevent mucous membrane exposure when contact with blood or other body fluids are anticipated (provided in first aid kit).
3. Immediately wash hands and other skin area if contaminated with blood – Sterile wash is available in First Aid Kit.
4. Clean all blood contaminated surfaces and equipment.
5. Managers, coaches, and volunteers with open wounds should refrain from all direct contact until the condition is resolved.
6. Follow accepted guidelines in the immediate control of bleeding and disposal when handling bloody dressings, mouth guards and other articles containing body fluids.

IX. Concessions

Concessions are an important part of our league activities. In order to promote the health and safety of all participants, safe food handling and preparation are to be followed by all concession workers.

1. Hands should be washed and sanitized after using the bathroom facilities.
2. If sneezing, coughing into hands occurs, then wash and sanitize hands once again.
3. When handling unwrapped foods, wear plastic food-handling gloves.
4. All food surfaces must be washed and sanitized before use.
5. All utensils must be washed and sanitized before and after use.
6. All perishable food must be refrigerated in sealed containers. When freshness of food is in doubt, throw it out.
7. No players are to be allowed in the concession stand

Remember, safety is everyone's job. Prevention is the key to reducing accidents to a minimum. Report all hazardous conditions to the Safety Officer or any Board Member immediately. Don't play on a field that is not safe or with unsafe playing equipment. Be sure your players are fully equipped at all times. And, check your team's equipment often. Together, we can make the game safer and better!

Approved _____

Todd Distelrath, Chairman
St. Clair Little League

_____ Date