

**SINGING HILLS
LITTLE LEAGUE**



**SAFETY MANUAL
2024 EDITION**



Hello Coaches, Parents and Volunteers,

The Singing Hills Little League is proud to provide a safe environment for the youth, parents and volunteers of our community. The purpose of the Safety Program is to give managers and coaches the information they need to have a safe place to conduct their games and practices. REMEMBER THAT SAFETY IS EVERYONE'S JOB! Prevention is the key to reducing accidents and keeping them to a minimum. Report all hazardous conditions to the Singing Hills Little League Safety Officer: **Katie Reed**

Do not play on a field or use equipment that is unsafe. At all times, be sure your players are fully equipped, especially catchers and batters. Check your team's equipment often. The manager's first aid kit must be present at all practices and games. Additional first aid kits are in the snack bar as well. If you use items from these First Aid Kits, or the one that was furnished to your team, please let the Safety Officer know so that items can be replenished. Volunteers are essential to have safe playing fields for all our players. The fields are used heavily during the season; all parents are encouraged to offer their help in maintaining the fields. Contact your coach, team parent, or any Singing Hill board member Officer to offer your help.

Thank you!

Katie Reed
safetyofficer@singinghillslittleleague.org
Singing Hills Safety Officer
(619) 672-1084



SINGING HILLS LITTLE LEAGUE

SAFETY CODE INFORMATION

- All fields shall be inspected for any hazards prior to each game by either the League Safety Officer, Team Manager, or Coach.
- Inspect play areas frequently for holes, glass, stones, or other foreign objects. For your safety, disposable gloves are available at the snack bar.
- Managers/coaches will inspect player equipment regularly and make sure that it fits properly.
- Catchers must wear a catcher's helmet, mask, throat guard, long model chest protector, shin guards and protective cup with athletic supporters always (males) for all practices and games. NO EXCEPTIONS. Managers should encourage all male players to wear protective cups and supporters for practices and games.
- Catchers must wear a catcher's helmet and mask with a throat protector when warming up pitchers. This applies between innings and in the bullpen.
- Parents are encouraged to provide “safety glasses” for their child if they wear glasses.
- No games or practices will be held when weather or field conditions are unacceptable, particularly with extreme heat or lightning.
- Only players, managers, coaches, and umpires are permitted on the playing fields during games or practices.
- A list of cleared volunteers will be posted and kept at the snack bar, as well as in Team score books.
- All players should be alert and watch the batter on each pitch during games and practices.
- No baseball bats in hand while in the dugout. Players are not to pick up a bat until they approach the plate.
- On deck position is not permitted (except in Junior/Senior/Big League Divisions).
- Headfirst slides are prohibited except when returning to base.
- “Horseplay” is not permitted on the playing field or in the dugout/bench at any time.
- Players need to enter and exit the field in a safe, orderly fashion.
- Volunteer applications are required for anyone who has contact with our children. Applications will be screened.
- A Manager or Coach from each team is required to attend the First Aid Clinic and ensure league issued first aid kit is available at all practices and games.
 - First aid training for a manager/coach is required every year. However, one team representative is required to attend each year.
 - Fundamentals training for a manager/coach is required every year. However, one team representative is required to attend each year.
- All coaches must have a Heads-Up concussion certification, the Safety-first Cardiac arrest training, as well as SafeSport Abuse Awareness and Prevention training:
 - <https://www.cdc.gov/headsup/youthsports/coach.html>
 - <https://nfhslearn.com/courses/sudden-cardiac-arrest/>
 - <https://usabdevelops.com/>

SINGING HILLS LITTLE LEAGUE SAFETY CHECKS BEFORE GAME

- Prior to the game, managers/umpires shall inspect playing fields for any hazards.
- Introduce plate umpire, base umpires, manager, and coaches.
- Receive official lineup cards from each team.
- Umpires should inspect equipment for damage and to determine if the equipment meets regulations.
- Umpires will ensure each bat must be a baseball bat which meets the USA Baseball Bat standard (USA Bat) as adopted by Little League.
- Discuss any local playing rules (time limit, playing boundaries, etc.).
- Discuss unsportsmanlike conduct by players and others.
- Clarify calling the game due to darkness or weather (rain, lightning, etc.).
- Obtain two game balls from the home team and discuss legal pitching motions and balks.
- Be sure all players are in uniform, shirts tucked in, hats on and not wearing any jewelry or metallic objects.
- Make sure each team has a first aid kit in the dug-out.
- Ensure games start promptly (always note when the game started in the score book).
- On the Minors Field all games end at the official sunset time (always noted in the score book).
- Make sure all fields have bases that disengage their anchor as required by little league rules

DURING GAME

- Encourage coaches to help speed play by having catchers and players on the bench prepared and ready to play.
- Make sure catchers are wearing proper equipment.
- Encourage everyone to think safety first and foremost.
- Continue to monitor the field for safety and playability.
- Pitchers warming up in foul territory must have a spotter and catcher with helmet and throat protector.
- Keep the game moving - eight pitches or one minute to warm up the pitcher between innings.
- Umpires should be in the proper position to make the calls.
- No arguing of any calls made by an umpire, especially judgment calls.
- Managers are responsible for keeping his/her fans on their best behavior.
- Keep the players safe at all times (make sure they drink plenty of fluids).
- Avoid practices during inclement weather (rain, extreme heat, humidity, etc).
- No baseball bats in hand while in the dugout. Players are not to pick up a bat until they approach the plate. On deck position is not permitted.
- Coaches and managers are not allowed to catch/warm-up pitchers; this includes standing at the backstop during practice as an informal catcher for batting practice

SINGING HILLS LITTLE LEAGUE COMMUNICABLE DISEASE PROCEDURES

1. Bleeding must be stopped, the open wound must be covered and if there is any excessive amount of blood on the uniform, it must be changed before the player may continue to participate.
2. Routine use of gloves or other precautions to prevent skin and mucous membrane exposure when contact with blood or other body fluids is encouraged.
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. Practice proper disposal procedures to prevent contamination from equipment used on injured persons.
5. Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces or other ventilation devices should be available for use.
6. Contaminated towels should be disposed of/disinfected properly.
7. Follow acceptable guidelines in the immediate control of bleeding and when handling bloody dressings, mouth guards and other articles containing body fluids.

SINGING HILLS LITTLE LEAGUE IN CASE OF A MEDICAL EMERGENCY

- Give first aid and have someone call 911 immediately, if required, and an ambulance if necessary
(i.e. severe injury, neck, and head injury, not breathing-always err on the side of caution).
- **AED (Automatic External Defibrillator) is located on-site at: Granite Hills Little League**
- Notify parents immediately if they are available.
- Notify league SAFETY OFFICER, by phone, within 24 hours. (number is below)
- Fill out Singing Hills Little League Incident Report Form and email within 24 hours to SAFETY OFFICER.
- Talk to your team about the situation if it involves them. Often players are upset and worried when another player is injured. They need to feel safe and understand why the injury occurred and how to prevent injuries like this from happening again.
- Talk to anyone in Singing Hills Little League you feel will be helpful (i.e. League Safety Officer, President, etc.).
- Singing Hills Little League insurance is supplemental to everyone's own insurance.
- Safety officer will send all incident reports to Little League headquarters.
- If a player (at school or at SHLL) Gets a concussion or breaks a bone. A doctor's note is required prior to them returning to the field.

NOTE: For Emergency Services, immediately dial 911
Dispatch to the address below:

Singing Hills Little League
1719 E Madison Ave
El Cajon, California 92019

SAFETY OFFICER: Katie Reed (619) 672-1084

PRESIDENT: Alex Gonzalez (619) 573-0206

SINGING HILLS LITTLE LEAGUE CONCESSION STAND PROCEDURES

Hands must be washed with soap and hot water prior to working with any food and after touching contaminated services such as:

1. Raw Food
2. Refrigerator doors
3. After coughing/sneezing
4. Restroom use
5. Be aware of cross contamination of food... meat, chicken, sausage.

WASH HANDS FREQUENTLY TO PREVENT CROSS-CONTAMINATION

- People working in the concession stand will be instructed on proper food handling and safe equipment use.
- Long hair must be put up/tied back.
- Concession stand workers must be in good health, free from sickness
- Disposable gloves must be worn by those working with food.
- Tongs must be used when handling hot items.
- Workers at the cash register may only handle wrapped/pre-packaged food.
- Fire Extinguisher CLASS A, B, C will be easily accessible to all concession's workers.
- Concession workers will be trained on how to use fire extinguishers.
- Cooking grease will be safely stored away from heat sources.
- Chemicals will be safely stored in a locked cabinet away from all food.
- First Aid Kit will be stored in the concession stand.
- Main door to the concession stand will remain unlocked during operating hours.
- Dishes will be washed in hot-soapy water, rinsed in clean hot water, and then dried.

SINGING HILLS LITTLE LEAGUE FIELD INSPECTIONS

- Managers are to walk the fields for hazards before practices commence.
- Umpires are to walk the fields for hazards before games commence.
- Managers will communicate any issues needing to be fixed to the league

SINGING HILLS LITTLE LEAGUE ENFORCE LITTLE LEAGUE RULES

- All SHLL Volunteers will enforce Little League rules including proper equipment.
- Most Little League rules have some basis in safety — follow them.
- Ensure players have always required equipment, even catchers warming up during infield.
- Make sure coaches and managers enforce rules at practices as well as games.
- Make sure all fields have all bases that disengage from their anchors, as required starting in 2008.
- Be sure to familiarize Managers, coaches, and umpires are responsible for familiarizing themselves with all rules, including significant updates.

SINGING HILLS LITTLE LEAGUE SPORTS FUNDAMENTALS COACHES RESOURCE CENTER

●Managers and coaches should utilize the online coaches resource center for reference, education, or to stay current with the latest drills and coaching techniques. Online websites recommended:

- http://www.littleleague.org/managersandcoaches/Coach_Resource_Center.htm
- <http://www.littleleaguecoach.org/>

WARMUPS

●Warm up, stretching and cool down are essential components of every training session or competition. They play an important role in reducing the risk of injury. Warmups provide the following:

- Prepares the mind and body for exercise.
- Increases body and muscle temperature.
- Increases the blood and oxygen supply to the working muscles.
- Increases flexibility. Baseball players should have 5-10 minutes of light activity such as jogging, incorporating dynamic and static stretching.

This is followed by specific skills, i.e. running or training drills. Then finally throwing. An indication of an effective warm up is a light sweat without fatigue.

The effect of a warmup lasts approximately 30-45 minutes so it's important not to warm up too early. There is nothing in baseball that will set a baseball player back any more than a sore arm. This is why adequate time must be spent warming up the arms properly.

During the early part of the training, the arm must be protected from stress that would slow down a young athlete's progress. Players must be discouraged from throwing full speed without a graduate build up program.

Players should be encouraged to spend at least 7-8 minutes, every practice day, warming up their arm, prior to any type of defensive work. During these throwing sessions players should be encouraged to work on good throwing mechanics. It is extremely important that a coach impress upon his players that these warm-up sessions can be used to help themselves not only by strengthening their arms, but also to work on their mechanics and throwing accuracy.

This Safety Plan has been approved by the Singing Hills Board of Directors on January 8th, 2024.

President Name: _____

Signature: _____ Date: _____

Vice President Name: _____

Signature: _____ Date: _____

Secretary's Name: _____

Signature: _____ Date: _____