



# League Safety Officer Manual

League Name **Lincoln Park American Little League, Inc**

League # 1 2 2 - 0 5 - 1 5

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## **Introduction**

The 2015 Lincoln Park American Little League (LPALL) season continues the implementation of the ASAP program. The purpose of the ASAP program is to ensure that the safest possible environment for all participants is achieved through training, information and awareness. LPALL hopes to prevent injuries and make the 2015 season enjoyable for all our children, parents, and volunteers. LPALL will submit Registration Data via Little League Data Center. LPALL will submit Safety Manual for annual review to District Safety Officer

## **Safety Officer**

David Gayer  
1428 Moran  
Lincoln Park, MI 48146  
C: 734-341-7428

## **Upcoming Meetings** (Subject to Change)

### Team Leadership Meeting

March 22<sup>nd</sup>, 2015      Lincoln Park Senior Center      6-9pm

Team Selection, Rulebooks, Ground rules, discussion of up coming events, what LPALL needs you to do as a Leader, Teacher and Roll Model of your Team. Distribution of Safety Manual to Manager of Each Team. Copy of Safety Manual can be found on [WWW.LPALL.NET](http://WWW.LPALL.NET) for additional printing

### Meet the Coach / Parent Meeting

March 16<sup>th</sup>, 17<sup>th</sup>, 20<sup>th</sup>, 2015      Lincoln Park Senior Center      12-5pm

Team Introduced, Medical Release Signed, Parent Code of Conduct Signed, Collect All (If Any) Missing Documents, Team Hats given out, discussion of upcoming events.

### Coaches and Managers CPR and First Aid Clinic

March 15<sup>th</sup>, 2015      Lincoln Park Senior Center      1-3pm

This is a MANDATORY Meeting. All Coaches MUST attend. CPR and First Aid Clinic.

### Managers and Coaches Rules Meeting

March 21<sup>st</sup>, 2015      Lincoln Park Senior Center      12-4pm

Review Rulebooks, ground rules, Question and Answer on Rules and Conduct, All Star Selection Process for this year, discussion of upcoming events, what LPALL needs you to do as a Leader, Teacher and Roll Model of your Team.

### Team Parent Meeting

March 24<sup>th</sup>, 2015      Lincoln Park Senior Center      7-9pm

Responsibilities of Team Parents, Brain Storm Team Fundraiser Competition, How involved and important our Team Parents are to us, Question and Answer, discussion of upcoming events, what LPALL needs you to do as a Leader, Teacher and Roll Model of your Team.

Managers, Coaches and Team Parents are REQUIRED to take Free Online Concussion Training at the following website and present their Certificate of completion.

[http://www.cdc.gov/concussion/HeadsUp/online\\_training.html](http://www.cdc.gov/concussion/HeadsUp/online_training.html)

Before first practice can be held.

**2015**  
**Lincoln Park American Little League**  
**Executive Board of Directors**  
**Phone List**

<b>President:</b>	<b>JoAnn Roach</b>	<b>313-779-4858</b>
<b>Vice President(Baseball):</b>	<b>John Sammut</b>	<b>313-605-2277</b>
<b>Vice President(Softball):</b>	<b>Terry Fisk</b>	<b>313-378-2777</b>
<b>GM of Age 4-6:</b>	<b>Phil Machczynski</b>	<b>313-801-7422</b>
<b>Player Agent:</b>	<b>Kelly Klein</b>	<b>313-433-1596</b>
<b>Secretary:</b>	<b>Linda Pace-Swihart</b>	<b>313-587-9034</b>
<b>Treasurer:</b>	<b>Sue Machczynski</b>	<b>313-608-3274</b>
<b>Safety Officer:</b>	<b>David Gayer</b>	<b>734-341-7428</b>

**2015 Board Members**

<b>Concession:</b>	<b>Holly LeSage</b>	<b>313-220-9423</b>
<b>Building Maint:</b>	<b>Phil Machczynski</b>	<b>313-801-7422</b>
<b>Field Maint:</b>	<b>Ryan Botts</b>	<b>734-309-2381</b>
<b>Divisional Parent:</b>	<b>Danette Fisk</b>	<b>313-549-3585</b>
<b>Website and Mailings:</b>	<b>Sue Machczynski</b>	<b>313-608-3274</b>
<b>Umpire in Charge:</b>	<b>Sue Machczynski</b>	<b>313-608-3274</b>

**Website:** [WWW.LPALL.NET](http://WWW.LPALL.NET)



## **Emergency Telephone Numbers**

### **Police/Fire Emergency – 911**

**President: Joann Roach 313-779-4858**  
**Vice President(Baseball): John Sammut 313-605-2277**  
**Vice President(Softball): Terry Fisk 313-378-2777**  
**GM of Age 4-6: Phil Machczynski 313-801-7422**  
**Safety Officer: David Gayer 734-341-7428**

**Wyandotte Hospital – 734-284-2400**

**Poison Control – 800-222-1212**

# Zero Tolerance Policy

Lincoln Park American Little League strive to provide a fun and safe environment for children to come together in friendly competition to play fair and always do their best. To accomplish this Lincoln Park American Little League has adopted a Zero Tolerance stance on behaviors and actions, which threaten to disrupt the Little League environment. In the event of any person displaying inappropriate and disruptive behavior with other spectators, umpires or the Game. The Umpire shall give a first warning to both coaches. The coaches will be given time to confer and shall be responsible to control and correct the situation, including warning any parent or fan of inappropriate behavior or conduct. If a second incident occurs, the umpire shall stop play and inform the coaches that the Police will be contacted to have the offender removed from the area immediately before the play resumes. Person ejected from the area remains in effect for the remainder of the day of the Lincoln Park American Little League Park and any other site of Lincoln Park American Little League Function/ Activity. Offender must be made aware that if any further trouble persists local authorities will be contacted and may be subject to further disciplinary action. This inappropriate and disruptive behavior shall include but not limited to:

1. Lincoln Park American Little League disapproves of any form of taunting that is intended of designed to embarrass, ridicule, demean or bully others under circumstances including, disability, race creed, color, national origin, gender, sexual preference, or religious preference.
2. Lincoln Park American Little League will not tolerate any form of assault harassment, verbal or physical attack. To include to push, shove, strike, or threaten to strike an Official, Board Member, Manager, Coach, Player or Spectator. Regardless of whether they produce any pain or discomfort.
3. Appear on the field of play, stands, or anywhere on the Lincoln Park American Little League Grounds while in an intoxicated state or under the influence of any foreign substance (Legal or Illegal) Intoxicated will be defined as odor or behavior issue.
4. Be guilty of an objectionable demonstration of dissent at an official's decision by throwing of gloves, helmets, hats, bats, balls, or any other forceful unsportsmanlike actions.
5. Lincoln Park American Little League will not tolerate the use of threat of violence. City Park Regulation Prohibit the possession of firearms. The possession of simulated weapons (toy guns, toy knives, ect) is strictly prohibited.
6. Throwing any object in the spectators' viewing area, Baseball field, Dugout or Scoring area directed in any manner as to create a safety hazard.

Serious incidents may result in the individual being issued a trespassing notice and banned from all sites of Lincoln Park American Little League Activities, including tournament site if Lincoln Park American Little League retains the right to suspend and/or release any player from Lincoln Park American Little League activities for actions either by player or his/her parents or guardians, unbecoming of Little League. Suspension notice will remain in effect for the remainder of the season, or until otherwise rescinded. Person(s) returning while a trespassing notice is still active will be arrested.

## **LPALL Volunteer Application Procedure**

### **1. All Lincoln Park American Little League:**

- **Board Members**
- **Managers**
- **Coaches**
- **Team Parents**
- **Umpires**
- **Volunteers**

**MUST fill out a 2015 Volunteer Application and have it on file, with copy of CURRENT Drivers License**

- 2. Applications will remain on file for current season and will be held in accordance to Little League Baseball/Softball Regulations**
- 3. All applications will have background checks run before they can participate with the youth of this organization.**



# Little League Volunteer Application -2015

Do not use forms from past years. Use extra paper to complete if additional space is required.

**A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.**

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Social Security #** (mandatory with First Advantage or upon request) \_\_\_\_\_

Cell Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

Home Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

Special professional training, skills, hobbies: \_\_\_\_\_

Community affiliations (Clubs, Service Organizations, etc.): \_\_\_\_\_

Previous volunteer experience (including baseball/softball and year): \_\_\_\_\_

Do you have children in the program? Yes ☐ No ☐ If yes, list full name and what level? \_\_\_\_\_

Special Certification (CPR, Medical, etc.): \_\_\_\_\_

Do you have a valid driver's license: Yes ☐ No ☐

Driver's License#: \_\_\_\_\_ State \_\_\_\_\_

Have you ever been convicted of or plead guilty to any crime(s) involving or against a minor? Yes ☐ No ☐

If yes, describe each-in full: \_\_\_\_\_

Are there any criminal charges pending against you regarding any crime(s) involving or against a minor? Yes ☐ No ☐ If yes, describe each in full: \_\_\_\_\_

Have you ever been refused participation in any other youth programs? Yes ☐ No ☐ If yes, explain: \_\_\_\_\_

In which of the following would you like to participate? (Check one or more.)

League Official ☐ Coach ☐ Umpire ☐ Field Maintenance ☐

Manager ☐ Scorekeeper ☐ Concession Stand ☐ Other ☐

Please list three references, at least one of which has knowledge of your participation as a volunteer in a youth program:

Name/Phone \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background check(s) on me now and as long as I continue to be active with the organization, which may include a review of sex offender registries (some of which contain name only searches which may result in a report being generated that may or may not be me), child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the local Little League, Little League Baseball, Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, Little League is not obligated to appoint me to a volunteer position. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the President and removal by the Board of Directors for violation of Little League policies or principles.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

If Minor/Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Name (please print or type) \_\_\_\_\_

NOTE: The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.

## LOCAL LEAGUE USE ONLY:

Background check completed by league officer \_\_\_\_\_ on \_\_\_\_\_

System(s) used for background check (minimum of one must be checked):

Sex Offender Registry ☐ Criminal History Records ☐ \*First Advantage ☐

\*Please be advised that if you use First Advantage and there is a name match in the few states where only name match searches can be performed you should notify volunteers that they will receive a letter directly from LexisNexis in compliance with the Fair Credit Reporting Act containing information regarding all the criminal records associated with the name, which may not necessarily be the league volunteer.

Only attach to this application copies of background check reports that reveal convictions of this application.

**Lincoln Park American Little League  
Managers, Coaches and Team Parents Responsibilities’  
for  
2015 Season**

1. Follow and Promote Little League Philosophies’, Guidelines and Rules
2. Follow and Promote Lincoln Park American Little League Philosophies’, Guidelines and Rules
3. Assist with Fundraiser(s) and Tournament(s)
4. Assist with Field Maintenance (Assure the Fields are game ready for the next use) This is to be done immediately after game. Teams agree if this is to be done before or after game team meeting
5. Will clean dugouts after every practice and game
6. Will assure all facilities are secured upon departure
7. Is responsible for the equipment and its condition. Any elements issued by LPALL returned not in acceptable condition (other than normal wear) will be taken out of Work Deposit. Now being used as Equipment Deposit. If Elements are missing or damaged (other than normal wear), deposit will be cashed and elements will be replaced.
  - Helmets
  - Equipment Bag
  - Catchers’ Helmet
  - Catchers’ Shin Protectors
  - Catchers’ Chest Protector
  - Facility keys
  - Bucket of practice balls
  - After game reports
8. Will have trash can(s) liners pulled and replaced after every game on their respected side of field and all at their practice field. All taken to dumpster.
9. Promote Anti-Bullying Initiative – Report any Youth or Adult bullying tactics
10. Promote Positive Environment with Youth and Parents
11. Advise LPALL Player Agent when Players is not showing up for Practices and Games.  
Don’t take Disciplining youth into your own hands.
12. Respect and Treat Others the way you would like to be treated.
13. Not Limited to the above

Signed\_\_\_\_\_Dated\_\_\_\_\_

Witnessed\_\_\_\_\_Dated\_\_\_\_\_



## Disengage-able bases on non-league fields?

**Q:** "The question came up regarding the (new disengage-able) base rule on non-League owned fields? Are we responsible to mandate the use of disengage-able bases on non-league fields, such as school or privately owned fields? Please let me know whatever you can about this issue!"

*Rich Kellar, safety officer  
South Snohomish Little League*

**A:** Yes, all fields you use must have bases that disengage from their anchors, whether your league owns the field or you just are allowed its use. This would include game sites and practice sites. The rule (page 46) states: Rule 1.06 ... "Leagues are required to ensure that first, second and third bases will disengage their anchor." It does not specify the field's ownership, and like all Little League rules, applies both to practice and games.

If you do not own the field, and are concerned that the school or other body may not see the value in replacing the bases with the disengage-able anchor style, I would use the material on Little League's website and in past issues of *ASAP News* to help them see how much this is going to reduce injuries. And not just for your league's players, but everyone who uses the fields. Here are some links to more information on disengage-able bases:

[http://www.LittleLeague.org/Learn\\_More/rules/Disengage-Able\\_Base\\_Rule.htm](http://www.LittleLeague.org/Learn_More/rules/Disengage-Able_Base_Rule.htm)



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# Don't Swing It

## ...Until You're Up to the Plate!



(Photos from North Scott, Iowa, Little League)



**Don't let this happen to you, or to a teammate.**

### REMEMBER:

**Don't pick up your bat until you leave the dugout, to approach the plate.**

### RULE 1.08, Notes

"1. The on-deck position is not permitted in Tee Ball, Minor League or Little League (Majors) Division. 2. Only the first batter of each half-inning will be allowed outside the dugout between the half-innings in Tee Ball, Minor League or Little League (Majors) Division."





## SIGNS AND SYMPTOMS

These signs and symptoms may indicate that a concussion has occurred.

SIGNS OBSERVED BY COACHING STAFF	SYMPTOMS REPORTED BY ATHLETE
Appears dazed or stunned	Headache or "pressure" in head
Is confused about assignment or position	Nausea or vomiting
Forgets sports plays	Balance problems or dizziness
Is unsure of game, score, or opponent	Double or blurry vision
Moves clumsily	Sensitivity to light
Answers questions slowly	Sensitivity to noise
Loses consciousness (even briefly)	Feeling sluggish, hazy, foggy, or groggy
Shows behavior or personality changes	Concentration or memory problems
Can't recall events prior to hit or fall	Confusion
Can't recall events after hit or fall	Does not "feel right"

## ACTION PLAN

If you suspect that a player has a concussion, you should take the following steps:

1. Remove athlete from play.
2. Ensure athlete is evaluated by an appropriate health care professional. Do not try to judge the seriousness of the injury yourself.
3. Inform athlete's parents or guardians about the known or possible concussion and give them the fact sheet on concussion.
4. Allow athlete to return to play **only** with permission from an appropriate health care professional.

## IMPORTANT PHONE NUMBERS

FILL IN THE NAME AND NUMBER OF YOUR LOCAL HOSPITAL(S) BELOW:

Hospital Name: Wyandotte Henry Ford Hospital

Hospital Phone: (734)246-6000

Hospital Name: Oakwood Hospital (Main) Dearborn

Hospital Phone: (313)593-7000

**For immediate attention, CALL 911**

*If you think your athlete has sustained a concussion... take him/her out of play, and seek the advice of a health care professional experienced in evaluating for concussion.*

For more information and to order additional materials **free-of-charge**, visit:  
[www.cdc.gov/ConcussionInYouthSports](http://www.cdc.gov/ConcussionInYouthSports)



## *What to do if someone is struck by lightning*

- ▶ **Lightning victims do not carry an electrical charge, are safe to handle, and need immediate medical attention.**
- ▶ **Call for help.** Have someone call 9-1-1 or your local ambulance service. Medical attention is needed as quickly as possible.
- ▶ **Give first aid.** Cardiac arrest is the immediate cause of death in lightning fatalities. However, some deaths can be prevented if the victim receives the proper first aid immediately. Check the victim to see that they are breathing and have a pulse and continue to monitor the victim until help arrives. Begin CPR if necessary.
- ▶ **If possible, move the victim to a safer place.** An active thunderstorm is still dangerous. Don't let the rescuers become victims. Lightning CAN strike the same place twice.



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## *STAY INFORMED*

Listen to NOAA Weather Radio for the latest forecast and for any severe thunderstorm WATCHES or WARNINGS. Severe thunderstorms produce winds of 58 mph or greater, or hail 3/4 of an inch or larger in diameter.

A severe thunderstorm WATCH is issued when conditions are favorable for severe weather to develop.

A severe thunderstorm WARNING is issued when severe weather is imminent. National Weather Service personnel use information from weather radar, satellite, lightning detection, spotters, and other sources to issue these warnings.



NOAA WEATHER RADIO IS  
THE BEST WAY TO RECEIVE  
FORECASTS AND WARNINGS  
FROM THE NATIONAL  
WEATHER SERVICE.

**Remember that all thunderstorms produce lightning and all lightning can be deadly to those outside.**

Lightning Safety Awareness Week is the last full week of June. For additional information on lightning or lightning safety, visit NOAA's lightning safety web site:

<http://www.lightningsafety.noaa.gov>

or contact us at:

National Weather Service  
P.O. Box 1208  
Gray, Maine 04039

GYX 0301 (August 2003) - Revised

# *Coach's and Sports Official's Guide to Lightning Safety....*



NOAA

***LIGHTNING...  
the underrated killer!***

**A SAFETY GUIDE**

U.S. DEPARTMENT OF COMMERCE  
NATIONAL OCEANIC AND  
ATMOSPHERIC ADMINISTRATION

NATIONAL WEATHER  
SERVICE

Gray, Maine



This safety guide has been prepared to help coaches and sports officials recognize the dangers of lightning and take appropriate safety precautions.



# LIGHTNING KILLS

## Play It Safe !

- ▶ Each year in the United States, more than four hundred people are struck by lightning. On average, about 70 people are killed and many others suffer permanent neurological disabilities. Most of these tragedies can be avoided if proper precautions are taken. When thunderstorms threaten, coaches and sports officials must not let the desire to start or complete an athletic activity hinder their judgment when the safety of participants and spectators is in jeopardy.

### *It is important for coaches and officials to know some basic facts about lightning and its dangers*

- ▶ **All thunderstorms produce lightning and are dangerous.** In an average year, lightning kills more people in the U.S. than either tornadoes or hurricanes.
- ▶ **Lightning often strikes outside the area of heavy rain and may strike as far as 10 miles from any rainfall.** Many deaths from lightning occur ahead of storms because people wait too long before seeking shelter, or after storms because people return outside too soon.
- ▶ **If you hear thunder, you are in danger.** Anytime thunder is heard, the thunderstorm is close enough to pose an immediate lightning threat to your location.
- ▶ **Lightning leaves many victims with permanent disabilities.** While only a small percentage of lightning strike victims die, many survivors must learn to live with very serious, life-long disabilities.

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### *To avoid exposing athletes and spectators to the risk of lightning take the following precautions*

- ▶ **Postpone activities if thunderstorms are imminent.** Prior to an event, check the latest forecast and, when necessary, postpone activities early to avoid being caught in a dangerous situation. Stormy weather can endanger the lives of participants, staff, and spectators.
- ▶ **Plan ahead.** Have a lightning safety plan. Know where people will go for safety, and know how much time it will take for them to get there. Have specific guidelines for suspending the event or activity so that everyone has time to reach safety before the threat becomes significant. Follow the plan without exception.
- ▶ **Keep an eye on the sky.** Pay attention to weather clues that may warn of imminent danger. Look for darkening skies, flashes of lightning, or increasing wind, which may be signs of an approaching thunderstorm.
- ▶ **Listen for thunder.** If you hear thunder, immediately suspend your event and instruct everyone to get to a safe place. Substantial buildings provide the best protection. Once inside, stay off corded phones, and stay away from any wiring or plumbing. Avoid sheds, small or open shelters, dugouts, bleachers, or grandstands. If a sturdy building is not nearby, a hard-topped metal vehicle with the windows closed will offer good protection, but avoid touching any metal.

- ▶ **Avoid open areas.** Stay away from trees, towers, and utility poles. Lightning tends to strike the taller objects.
- ▶ **Stay away from metal bleachers, backstops and fences.** Lightning can travel long distances through metal.
- ▶ **Do not resume activities until 30 minutes after the last thunder was heard.**
- ▶ **As a further safety measure, officials at outdoor events may want to have a tone-alert NOAA Weather Radio.** The radio will allow you to monitor any short-term forecasts for changing weather conditions, and the tone-alert feature can automatically alert you in case a severe thunderstorm watch or warning is issued. To find your nearest NOAA weather radio transmitter, go to <http://www.nws.noaa.gov/nwr/> and click on "Station Listing and Coverage."

### *If you feel your hair stand on end (indicating lightning is about to strike)*

- ▶ **Crouch down on the balls of your feet, put your hands over your ears, and bend your head down.** Make yourself as small a target as possible and minimize your contact with the ground.
- ▶ **Do not lie flat on the ground.**



NOAA

sports officials recognize the dangers of lightning and take appropriate safety precautions.



# **LITTLE LEAGUE BASEBALL® & SOFTBALL** **NATIONAL FACILITY SURVEY**

**2015**



League Name: Lincoln Park American Little League

District #: MI-5

ID #: 122-05-15

(if needed) ID #: \_\_\_\_\_

(if needed) ID #: \_\_\_\_\_

City: Lincoln Park State: MI

President: JoAnn Roach

Safety Officer: David Gayer

Address: 18311 Cedar Island Blvd

Address: 1428 Moran

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City: Brownstown

City: Lincoln Park

State: MI ZIP: 48174

State: MI ZIP: 48146

Phone (work): \_\_\_\_\_

Phone (work): \_\_\_\_\_

Phone (home): \_\_\_\_\_

Phone (home): \_\_\_\_\_

Phone (cell): (313)779-4858

Phone (cell): (734)341-7428

Email: cheerrotc@aol.com

Email: dgayer17@icloud.com

## **PLANNING TOOL FOR FUTURE LEAGUE NEEDS**

What are league's plans for improvements?	Indicate number of fields in boxes below.		
	Next 12 mons.	1-2 yrs.	2+ yrs.
a. New fields			
b. Basepath/infield			
c. Bases			
d. Scoreboards		4,5	
e. Pressbox			
f. Concession stand			
g. Restrooms			
h. Field lighting			
i. Warning track			
j. Bleachers			
k. Fencing		1,2,3	
l. Bull pens			
m. Dugouts		2	
n. Other (specify):			

# SPECIFIC BALLFIELD QUESTIONS

• Please list all fields by name.

Page (13)

## ASAP - A Safety Awareness Program

Limited Edition 10-year Pin Collection

This survey can assist in finding areas of focus for your safety plan. During your annual field inspections, please complete this form and return along with your qualified safety plan. In return, we'll send you the 2015 Disney® character collector's pin shown at right featuring Swat at third base. Or enter data online at: <http://facilitysurvey.musco.com> for your league. Check your email for your league identification and password.



Field Identification (List your ballfields 1-20) Use additional forms if more than 20 fields.		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
		Name: Red	Name: White	Name: Blue	Name: Coach Pitch (Farm)	Name: K-1	Name:	Name:	Name:	Name:	Name:	Name:	Name:	Name:	Name:	Name:	Name:	Name:	Name:	Name:	Name:
Please answer the following questions for each field:		Field #																			
GENERAL INVENTORY		(For the following questions, if the answer is "No" please leave the space blank.)																			
1. How many cars can park in designated parking areas?	None					X															
	1-50																				
	51-100	Combine 1-4																			
	101 or more																				
2. How many people can your bleachers seat?	None/NA																				
	1-100	X	X	X	X	X															
	101-300																				
	301-500																				
	501 or more																				
3. What material is used for bleachers?	Wood	X	X	X	X	X															
	Metal																				
	Other																				
4. Metal bleachers: Ground wire attached to ground rod?	Yes																				
5. Wood bleachers: Are inspected annually for safety?	Yes																				
6. Is a safety railing at the top/back of bleachers?	Yes																				
7. Is a handrail up the sides of bleachers?	Yes																				
8. Is telephone service available?	Permanent																				
	Cellular	X	X	X	X	X															
9. Is a public address system available?	Permanent																				
	Portable	X	X	X	X	X															
10. Is there a pressbox?	Yes	X																			
11. Is there a scoreboard?	Yes	X	X	X																	
12. Adequate bathroom facilities available?	Yes	X	X	X	X	X															
13. Permanent concession stands?	Yes	X	X	X																	
14. Mobile concession stands?	Yes					X															



	Field #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
<b>FIELD</b>																					
15. Is field completely fenced?	Yes	X	X	X		X															
16. What type of fencing material is used?	Chainlink																				
	Wood																				
	Wire																				
17. What base path material is used?	Sand, clay, soil mix			X	X																
	Ground burnt brick	X	X			X															
	Other:																				
18. What is used to mark baseline?	Non-caustic lime	X	X	X	X	X															
	Spray paint	X	X	X	X	X															
	Commercial marking																				
19. Is your the infield surface grass?	Yes	X			X																
20. Does field have conventional dirt pitching mound?	Yes	X	X	X	X	X															
21. Does field have a temporary pitching mound?	Yes																				
22. Are there foul poles?	Yes	X	X	X	X	X															
23. Backstop behind home plate?	Yes	X	X	X	X	X															
<b>PERFORMANCE AND PLAYER SAFETY</b>																					
24. Is there an outfield warning track?	Yes	X	X	X																	
24.a. If yes, what width is warning track? Please specify:	(Width in feet)	10	10	10																	
25. Batter's eye (screen/covering) at center field?	Yes																				
26. Pitcher's eye (screen/covering) behind home plate?	Yes																				
27. Are there protective fences in front of the dugouts?	Yes	X	X	X	X	X															
28. Is there a protected, on-deck batter's area? (On-deck areas have been eliminated for ages 12 and below.)	Yes																				
29. Do you have fenced, limited access bull pens?	Yes	X																			
30. Is a first aid kit provided per field?	Yes	X	X	X	X	X															
31. Do bleachers have spectator foul ball protection?	Overhead screens																				
	Fencing behind																				
32. Do your bases disengage from their anchors? (Mandatory since 2008)	Yes	X	X	X	X	X															
33. Is the field lighted?	Yes																				
34. Are light levels at/above Little League standards? (50 footcandles infield/30 footcandles outfield)	Yes																				
	Don't know																				
35. What type of poles are used? (Wood poles have not been allowed by Little League for new construction of lighting since 1994)	Wood*																				
	Steel																				
	Concrete																				
36. Is electrical wiring to each pole underground?	Yes																				
37. Ground wires connected to ground rods on each pole?	Yes																				
38. Which fields were tested/inspected in the last two years? <b>Please indicate month/year testing was done (example: 3/10)</b>	Electrical System																				
	Light Levels																				
39. Fields tested/inspected by qualified technician?	Electrical System																				
	Light Levels																				

	Field #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
<b>FACILITY MANAGEMENT</b>																					
40. Which fields have the following limitations:																					
a. Amount of time for practice?	Yes																				
b. Number of teams or games?	Yes																				
c. Scheduling and/or timing?	Yes																				
41. Who owns the field?	Municipal	X	X	X	X	X															
	School																				
	League																				
42. Who is responsible for operational energy costs?	Municipal																				
	School																				
	League	X	X	X	X	X															
43. Who is responsible for operational maintenance?	Municipal																				
	School																				
	League	X	X	X	X	X															
44. Who is responsible for purchasing improvements for the field - ie bleachers, fences, lights?	Municipal																				
	School																				
	League	X	X	X	X	X															
	Other																				
45. What divisions of <b>baseball</b> play on each field?	T-Ball & Minor	X	X	X	X	X															
	Major	X	X	X		X															
	Jr., Sr. & Big					X															
	Challenger																				
	50 - 70																				
46. What divisions of <b>softball</b> play on each field?	T-Ball & Minor		X	X	X	X															
	Major		X	X		X															
	Jr., Sr. & Big		X	X		X															
	Challenger																				
47. Do you plan to host tournaments on this field?	Yes	X	X	X	X	X															

## FIELD DIMENSION DATA

Please complete for each field. Use additional space if necessary.

Field No.	Height of outfield fence	Distance from home plate to:				Foul territory distance from:					
		Outfield fence			Back stop	Left field line to fence at:			Right field line to fence at:		
		Left	Center	Right		Home	3rd	Outfield foul pole	Home	1st	Outfield foul pole
1	4	205	205	205	15			205			205
2	4	205	205	205	20			205			205
3	4	205	205	205	20			205			205
4								117			117
5	4	310	310	310	15			310			310
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											

Return completed survey with safety program registration and supporting materials by April 1, 2015 to:

Mailing address:  
Little League International  
PO Box 3485  
Williamsport, PA 17701

Shipping address:  
Little League International  
539 US Route 15 Hwy.  
South Williamsport, PA 17702

Leagues completing their facility survey online at <http://facilitysurvey.musco.com> should include it with safety plan submission.

2015 LL Season

## **Concession Safety Tips / Guidelines**

- 1) Keep floors clean and dry. Be sure to clean up spills immediately.
- 2) A first aid kit will be kept in the concession.
- 3) Repair sharp and jagged edges on walls and equipment.
- 4) Never stand on chairs or equipment.
- 5) Locate heavier and bulkier materials on lower shelves.
- 6) Cooking grease will be stored safely in containers away from open flames.
- 7) Keep aisle ways free of obstruction.
- 8) Use cloths, mitts, etc for handling of utensils.
- 9) Return utensils to their proper place after use.
- 10) Remove any broken glass with a broom, not your hand.
- 11) Follow posted procedures for use of concession equipment.
- 12) Keep fire extinguisher and first aid kits available at all times.
- 13) Wash Hand Frequently
- 14) Wear gloves at all times when handling food.
- 15) Do not prepare food and handle money at the same time.
- 16) Assure food Thermometers are in working order
- 17) Assure sanitizer is at appropriate level (in Accordance with Michigan Health Regulations.
- 18) Assure Exhaust Hood is on when Fryers are in use.
- 19) Be aware of location of Fire Extinguishers and Fire Blankets
- 20) Never throw water on Grease fire.
- 21) Safety is EVERYONES business. SEE IT! REPORT IT!



# Volunteers Must Wash Hands

## HOW



## WHEN

**Wash your hands before you prepare food or as often as needed.**

**Wash after you:**

- ▶ use the toilet
- ▶ touch uncooked meat, poultry, fish or eggs or other potentially hazardous foods
- ▶ interrupt working with food (such as answering the phone, opening a door or drawer)
- ▶ eat, smoke or chew gum
- ▶ touch soiled plates, utensils or equipment
- ▶ take out trash
- ▶ touch your nose, mouth, or any part of your body
- ▶ sneeze or cough

**Do not touch ready-to-eat foods with your bare hands.**

Use gloves, tongs, deli tissue or other serving utensils.  
Remove all jewelry, nail polish or false nails unless you wear gloves.

**Wear gloves.**

when you have a cut or sore on your hand  
when you can't remove your jewelry

**If you wear gloves:**

- ▶ wash your hands before you put on new gloves

**Change them:**

- ▶ as often as you wash your hands
- ▶ when they are torn or soiled

Developed by UMass Extension Nutrition Education Program with support from U.S. Food & Drug Administration in cooperation with the MA Partnership for Food Safety Education. United States Department of Agriculture Cooperating. UMass Extension provides equal opportunity in programs and employment.



**UMASS  
EXTENSION**





REMINDER: Serve Temperature is 165

REMINDER: 7 Day Shelf Life

Question : ASK Sue 313-608-3274



**Thermy™** says:

"It's Safe to Bite  
When The Temperature is Right!"

Food Safety and Inspection Service, USDA









Think **PASS!**

1. **P**ull Ring
2. **A**im at Base of Fire
3. **S**queeze Lever
4. **S**weep Side to Side



## **HAVE YOU:**

---

-  **Walked field for debris/foreign objects**
-  **Inspected helmets, bats, catchers' gear**
-  **Made sure a First Aid kit is available**
-  **Checked conditions of fences, backstops, bases and warning track**
-  **Made sure a working telephone is available**
-  **Held a warm-up drill**

# EMERGENCY SAFETY PROCEDURES

**NOTE:** Always have your Medical Release forms with you at all games and practices.

- 1) Give first aid and have someone call 911 immediately if necessary.
- 2) Notify parents immediately if they are not at scene.
- 3) Provide emergency personnel with information from the players Medical Release form.
- 4) Notify league safety officer by phone within 24 hours of accident.
- 5) Fill out a LPALL Incident report form and deliver it to safety officer within 24 hours.
- 6) If necessary fill out an insurance claim with league safety officer. ( Little League insurance is supplemental to individual coverage.)

**Remember: Safety is everyone's job.**

## **Accident Reporting**

**What to report:** An incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and or first-aid **MUST** be reported to the LPALL Safety Officer.

**When to report:** All such incidents described above must be reported to the LPALL Safety Officer within 24 hours of the incident.

**How to Make the Report:** Reporting incidents can come in a variety of ways. No matter what way you report it make sure the following are included:

- 1) The name and phone number of the individual involved.
- 2) Date, Time, and Location of the incident.
- 3) Detailed description of the incident.
- 4) Estimation of the extent of the injury.
- 5) Name and Phone number of the person reporting injury.

## **Safety Officer Responsibility**

Within 24 hours of receiving the incident report, the safety officer will contact the injured party or party's parents.

- 1) Verify the information received.
- 2) Check on the status of the injured party.
- 3) Obtain any other information that is necessary.
- 4) Submit insurance claim if deemed necessary.

The safety officer will remain in contact with all injured parties until it is deemed no more further medical treatment or claims will be needed.



## Accident Reporting Procedures

## Safety Officer's Responsibilities

Within 48 hours of receiving the incident report, the Safety Officer will contact the injured party or the party's parents and :

1. Verify the information received
2. Obtain any other information deemed necessary;
3. Check on the status of the injured party; and
4. In the event that the injured party required other medical treatment (i.e. Emergency Room visit, doctor's visit, etc.) will advise the parent or guardian of the \_\_\_\_\_ Little League's insurance coverage's and the provisions for submitting any claims.

If the extent of the injuries are more than minor in nature, the Safety Officer shall periodically call the injured party 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 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).


## When to Report

All such incidents described above must be reported to the Safety Officer within 48 hours of the incident. The Safety Officer for **2015** is: **David Gayer** and can be reached at **734 - 341-7428** day or night.

## How to Make the Report

Reporting incidents can come in a variety of forms. Most typically, they are a telephone conversations. At a minimum, the following information must be given:

- Name and Phone Number of person involved
- Date, time and location of the incident.
- As detailed a description of the incident as possible
- Preliminary estimation of the extent of the any injuries
- Name and phone number of the person reporting the incident

General Liability Claim Form																			
Send Completed Form to: Little League Baseball and Softball 519 US Route 15 Hwy P.O. Box 3485 Williamport, Pennsylvania 17661-6485 (570) 326-1921 Fax (570) 326-2951																			
Telephone immediate notice to Little League® International																			
<table border="1"> <tr> <td>CN</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>										CN									
CN																			
Insured		Name of League			League ID Number (List in location code)														
		Name of League Official (please print)			Position in League														
		Address of League Official (Street, City, State, Zip)			Phone No. (Bus.)														
					Phone No. (Hm.)														
Time and Place of Accident		Date of Accident			Hour		<input type="checkbox"/> AM <input type="checkbox"/> PM		Accident occurred at (Street, City, State, Zip)										
Awaiting trial of operation (continued) <input type="checkbox"/>																			
Was Police Report made? If yes, when?																			
<input type="checkbox"/> Yes <input type="checkbox"/> No																			
Description of Accident																			
State cause and describe this extraordinary accident (Use reverse side of accident)																			
Who owns Possession					Person in charge of Possession														
Coverage Data		Limits \$100,000			Mod. Per. Stage		Excess Yes Predictions Yes COT Yes												
		Policy Number					Police Station Begin End												
If there any other insurance is applicable to this case? <input type="checkbox"/> Yes <input type="checkbox"/> No																			
Property Damage		Name of Owner			Description of Property														
		Address (Street, City, State, Zip)			Name of Insurance Co. Nature and Extent of Damages and Estimate of Repair														
					Occupation No. (Bus.)														
Insured Person and Injuries		Name			Phone No.		Age		<input type="checkbox"/> Minor <input type="checkbox"/> Single										
		Address (Street, City, State, Zip)			Phone No. (Bus.)														
Employer's Name and Address																			
Was you provide or volunteer assistance or attention? <input type="checkbox"/> Yes <input type="checkbox"/> No																			
Description of Injury      Attending Doctor's Name and Address																			
Where was the injured taken after accident?      Probable length of Disability																			
Witness:																			
Name, Address, Phone Number																			
Name, Address, Phone Number																			
Name, Address, Phone Number																			
Date of Report		Signature of League Official			Position in League														
USE REVERSE SIDE FOR DIAGRAM AND ANY OTHER INFORMATION OF IMPORTANCE IN REPORTING THE ACCIDENT																			
																			

LITTLE LEAGUE, BASEBALL AND SOFTBALL

**ACCIDENT NOTIFICATION FORM**

CHARTIS INSURANCE SERVICES

Send Completed Form To:  
Little League, Insurance  
550 South 1st Street P.O. Box 3415  
Wilkes-Barre PA 17701-0415  
Attention: Little League Insurance Services  
Phone: 610-327-1121 Fax: 610-326-0280

1. This form must be completed by parents if claimant is under 18 years of age and a league official and forwarded to a Little League Headquarters within 30 days after the accident. A photograph of this form should be made and kept by the claimant/provider. If a child's medical treatment must be rendered within 10 days of the Little League accident.

2. Items lost involving destruction of items, date of service, procedure and diagnosis codes for medical procedures and/or other documentation related to dental care benefits are to be provided within 30 days after the accident date. In no event shall such proof be furnished later than 12 months from the date the medical expense was incurred.

3. When other insurance is present, parents or claimant must forward copies of the Explanation of Benefits or Notice/Letter of Denial for each charge directly to Little League Headquarters, where if charges do not exceed the deductible of the primary insurance program.

4. Policy provisions for eligible medical treatments must be received within 33 weeks of the accident, subject to Coverage Group and Evaluation provisions of the plan.

5. Initial external and internal examinations may be available for necessary treatment insured after 52 weeks. Refer to insurance brochure provided to the league president, or contact Little League Headquarters within the year of appeal.

6. Accident Claim Form must be fully completed - including Social Security Number (SSN) for processing.

League Name _____		League ID# _____	
Name of Insured Person/Claimant _____	SSN _____ PART 1	Date of Birth (MM/DD/YYYY) _____	Age _____ Sex _____ <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other _____
Name of Parent/Guardian, if Claimant is a Minor _____	Home Phone (Inn Area Code) _____ Ext. Phone (Inn Area Code) _____		
Address of Claimant _____	Address of Parent/Guardian, if different _____		

The Little League Master Accident Policy provides benefits in excess of benefits from other insurance programs subject to a \$50 deductible per injury. "Other insurance" includes family's personal insurance, student insurance through a school or insurance through an employer for employees and students. Please check the appropriate boxes below. (PYES = Value Indication 3 Above)

Does the Insured Person/Patient/Guardian have any insurance through:	Employee Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	School Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	Dental Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Individual Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No				

Date of Accident \_\_\_\_\_ Time of Accident \_\_\_\_\_ Type of Injury \_\_\_\_\_

Describe exactly how accident happened, including playing position at the time of accident: \_\_\_\_\_

Check all applicable responses in each column:	CAN	PYP
BASEBALL	<input type="checkbox"/> CHALLENGER (4-16) <input type="checkbox"/> MINOR (6-12) <input type="checkbox"/> JUNIOR (12-14) <input type="checkbox"/> SENIOR (15-18)	<input type="checkbox"/> PLAYER <input type="checkbox"/> MANAGER COACH <input type="checkbox"/> VOLUNTEER UMPIRE <input type="checkbox"/> PLAYERS AGENT <input type="checkbox"/> OFFICIAL SCOREKEEPER <input type="checkbox"/> SVT OFFICER <input type="checkbox"/> VOLUNTEER WORKER <input type="checkbox"/> OTHER (Specify) _____
CHALLENGER	<input type="checkbox"/> MINOR (6-12) <input type="checkbox"/> JUNIOR (12-14) <input type="checkbox"/> SENIOR (15-18)	<input type="checkbox"/> TRAVELERS <input type="checkbox"/> SPECIAL EVENT <input type="checkbox"/> SPECIAL DANCER <input type="checkbox"/> TRAVEL FROM your approval from Little League Insurance
TAD (IND SEASON)	<input type="checkbox"/> JUNIOR (12-14) <input type="checkbox"/> SENIOR (15-18)	<input type="checkbox"/> TRAVEL FROM your approval from Little League Insurance

I hereby certify that I have read the claims in all parts of this form and to the best of my knowledge and belief the information contained is complete and correct as herein given.  
I understand that if it is found that any person has intentionally attempted to defraud or knowingly tolerated a fraud against an insurer by submitting an application or filing a claim containing a false and deceptive statement, said filer/submitter stands on reverse side of page 2 of this form, and any physician, hospital or other medical facility rendering health, dental or other services or organization, institution or persons who have any records or knowledge of me, and/or the above named claimant, or party/hereto, to disclose, whenever requested to do so by Little League National Office or National Office of Fire Insurance Company of Pittsburgh, Pa. A photocopy of this authorization shall be considered as original and valid as the original.

Date _____	Claimant/Parent/Guardian Signature (In a two-parent household, both parents must sign this form.) _____
Date _____	Claimant/Parent/Guardian Signature _____

**For Residents of California:**  
 Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and costs, as well as imprisonment.

**For Residents of New York:**  
 Any person who knowingly and with the intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading information concerning any material fact, and thereby commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

**For Residents of Pennsylvania:**  
 Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading information concerning any material fact in an application for insurance or a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

**For Residents of All Other States:**  
 Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

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**PART 2 - LEAGUE STATEMENT (Other than Parent or Child)**

Name of League:	Name of Injured Person/Claimant:	League ID Number:
Name of League Official:		Position in League:
Address of League Office:		Telephone Number (City, Area Code):
Residence:		Business:
Fax:		

How you wish to be notified: ☐ Home ☐ Office  
 Provide names and addresses of any known witnesses to the reported accident:

Check the boxes for all appropriate items below. At least one item in each column must be selected.	CAUSE OF INJURY
<input type="checkbox"/> 01 LIST	<input type="checkbox"/> 01 ABDOMEN
<input type="checkbox"/> 02 AND	<input type="checkbox"/> 02 ANKLE
<input type="checkbox"/> 03 ARM	<input type="checkbox"/> 03 ARM
<input type="checkbox"/> 04 BUTTER	<input type="checkbox"/> 04 BACK
<input type="checkbox"/> 05 BENCH	<input type="checkbox"/> 05 CHEST
<input type="checkbox"/> 06 BULLEIN	<input type="checkbox"/> 06 EAR
<input type="checkbox"/> 07 CATCHER	<input type="checkbox"/> 07 ELBOW
<input type="checkbox"/> 08 COACH	<input type="checkbox"/> 08 EYE
<input type="checkbox"/> 09 COUGHING BOX	<input type="checkbox"/> 09 FACED BALL
<input type="checkbox"/> 10 DUGOUT	<input type="checkbox"/> 10 FATALITY
<input type="checkbox"/> 11 MANDATORY	<input type="checkbox"/> 11 FRACTURE
<input type="checkbox"/> 12 ON NECK	<input type="checkbox"/> 12 HEAD INJURY
<input type="checkbox"/> 13 OUTFIELD	<input type="checkbox"/> 13 HEMORRHAGE
<input type="checkbox"/> 14 PITCHER	<input type="checkbox"/> 14 FRACTURE
<input type="checkbox"/> 15 RUNNING	<input type="checkbox"/> 15 KNUCKLE
<input type="checkbox"/> 16 SCOREKEEPER	<input type="checkbox"/> 16 SPRAIN
<input type="checkbox"/> 17 SHORTSTOP	<input type="checkbox"/> 17 SUNSTROKE
<input type="checkbox"/> 18 TOPGUN SAME	<input type="checkbox"/> 18 OTHER
<input type="checkbox"/> 19 UMPIRE	<input type="checkbox"/> 19 UNKNOWN
<input type="checkbox"/> 20 UNKNOWN	<input type="checkbox"/> 20 PARALYSIS
<input type="checkbox"/> 22 UNKNOWN	<input type="checkbox"/> 22 FINGER
<input type="checkbox"/> 23 UNKNOWN	<input type="checkbox"/> 23 SHOULDER
<input type="checkbox"/> 24 UNKNOWN	<input type="checkbox"/> 24 TEETH
<input type="checkbox"/> 25 UNKNOWN	<input type="checkbox"/> 25 TESTICLE
<input type="checkbox"/> 26 UNKNOWN	<input type="checkbox"/> 26 WHIST
<input type="checkbox"/> 27 UNKNOWN	<input type="checkbox"/> 27 UNKNOWN

Does your league use batting helmets with attached face guards? ☐ YES ☐ NO  
 If YES, are they Mandatory? ☐ NO/Partly ☐ At what levels are they used?

**Waiver:** I hereby certify that the above information was obtained without the use of league database. I warrant that the information is true and correct as stated, to the best of my knowledge.

Date: \_\_\_\_\_ League Official Signature: \_\_\_\_\_



League Name: \_\_\_\_\_ League ID: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Incident Date: \_\_\_\_\_  
 Field Name/Location: \_\_\_\_\_ Incident Time: \_\_\_\_\_  
 Injured Person's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Address: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: ☐ Male ☐ Female  
 City: \_\_\_\_\_ State \_\_\_\_\_ ZIP: \_\_\_\_\_ Home Phone: (    ) \_\_\_\_\_  
 Parent's Name (If Player): \_\_\_\_\_ Work Phone: (    ) \_\_\_\_\_  
 \_\_\_\_\_  
 Parents' Address (If Different): \_\_\_\_\_ City \_\_\_\_\_

**Incident occurred while participating in:**

- A.) ☐ Baseball ☐ Softball ☐ Challenger ☐ TAD  
 B.) ☐ Challenger ☐ T-Ball (4-7) ☐ Minor (7-11) ☐ Major (9-12) ☐ Intermediate (50/70) (11-13)  
       ☐ Junior (12-14) ☐ Senior (13-16) ☒ Big League (15-18)  
 C.) ☐ Tryout ☐ Practice ☐ Game ☐ Tournament ☐ Special Event  
       ☐ Travel to ☐ Travel from ☐ Other (Describe): \_\_\_\_\_

**Position/Role of person(s) involved in incident:**

- D.) ☐ Batter ☐ Baserunner ☐ Pitcher ☐ Catcher ☐ First Base ☐ Second  
       ☐ Third ☐ Short Stop ☐ Left Field ☐ Center Field ☐ Right Field ☐ Dugout  
       ☐ Umpire ☐ Coach/Manager ☐ Spectator ☐ Volunteer ☐ Other: \_\_\_\_\_

Type of injury: \_\_\_\_\_  
 \_\_\_\_\_

Was first aid required? ☐ Yes ☐ No If yes, what: \_\_\_\_\_

Was professional medical treatment required? ☐ Yes ☐ No If yes, what: \_\_\_\_\_  
 (If yes, the player must present a non-restrictive medical release prior to to being allowed in a game or practice.)

**Type of incident and location:**

- |   |   |  |
|---|---|--|
| <p>A.) On Primary Playing Field</p> <p><input type="checkbox"/> Base Path: <input type="checkbox"/> Running <i>or</i> <input type="checkbox"/> Sliding</p> <p><input type="checkbox"/> Hit by Ball: <input type="checkbox"/> Pitched <i>or</i> <input type="checkbox"/> Thrown <i>or</i> <input type="checkbox"/> Batted</p> <p><input type="checkbox"/> Collision with: <input type="checkbox"/> Player <i>or</i> <input type="checkbox"/> Structure</p> <p><input type="checkbox"/> Grounds Defect</p> <p><input type="checkbox"/> Other: _____</p> | <p>B.) Adjacent to Playing Field</p> <p><input type="checkbox"/> Seating Area</p> <p><input type="checkbox"/> Parking Area</p> <p>C.) Concession Area</p> <p><input type="checkbox"/> Volunteer Worker</p> <p><input type="checkbox"/> Customer/Bystander</p> | <p>D.) Off Ball Field</p> <p><input type="checkbox"/> Travel:</p> <p><input type="checkbox"/> Car <i>or</i> <input type="checkbox"/> Bike <i>or</i></p> <p><input type="checkbox"/> Walking</p> <p><input type="checkbox"/> League Activity</p> <p><input type="checkbox"/> Other: _____</p> |
|---|---|--|

Please give a short description of incident: \_\_\_\_\_  
 \_\_\_\_\_

Could this accident have been avoided? How: \_\_\_\_\_

This form is for Little League purposes only, to report safety hazards, unsafe practices and/or to contribute positive ideas in order to improve league safety. When an accident occurs, obtain as much information as possible. For all claims or injuries which could become claims, please fill out and turn in the official Little League Baseball Accident Notification Form available from your league president and send to Little League Headquarters in Williamsport (Attention: Dan Kirby, Risk Management Department). Also, provide your District Safety Officer with a copy for District files. All personal injuries should be reported to Williamsport as soon as possible.

Prepared By/Position: \_\_\_\_\_ Phone Number: (    ) \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **LPALL Safety Code**

### **Dedicated to Safety Prevention on and off the field.**

1. Responsibility for Safety procedures should be that of an adult Member of Lincoln Park American Little League.
2. Managers, Coaches and Umpires will have training in First Aid. First-Aid kits are located at each of the main fields and supplies will be available.
3. Arrangements should be made in advance of all games and practices for emergency medical services.
4. Playing areas should be inspected for holes, damage, rocks, glass, and other foreign objects before any practices or games.
5. All team equipment should be stored within the team dugout, or behind screens, and not within the area defined by the umpire as "in play"/
6. No games or practices should be held when weather of field conditions are not good, particularly when lighting is inadequate.
7. Only players, managers, coaches and umpires are permitted on the playing field or in the dugout during games and practice sessions.
8. During practice games, all players should be alert and watching the batter on each pitch.
9. Responsibility for keeping bats and loose equipment off the field of play should be that of a player assigned for this purpose of the team's manager and coaches.
10. Procedures should be established for retrieving foul balls batted out of the playing area.
11. During warm-up drills, players should be spaced so that no one is in danger of wild throws or missed catches.
12. All pre-game warm-ups should be preformed within the confines of the playing field and not within areas that are frequented by, and thus endangering spectators. (Playing catch, Swinging bats, But not limited too)
13. Equipment should be inspected regularly for the condition as well as proper fit.
14. Batters **MUST** wear Little League approved protective helmet during batting practice and games. **NO ON DECK BATTERS.** (Exception Ages 13-18)
15. Catchers must wear Catcher's Helmet, Mask, Throat Guard, Long Model Chest Protector, Shin Guards and Protective Cup with Athletic Supporter (Males) at ALL practices and games
16. During sliding practice, bases should not be strapped down or anchored. **NO HEAD FIRST SLIDING ALLOWED**
17. Horseplay is not permitted on playing field
18. Players will not wear rings, watches, decorative wristbands, pins, hard headwear, necklaces, decorative piercings, or metallic items during practices or games
19. Managers. Coaches or any adult shall **NOT** warm-up pitchers or take the position of catcher during practices or games.



# Sport Parent Code of Conduct

We, the Lincoln Park American Little League, have implemented the following Sport Parent Code of Conduct for the important message it holds about the proper role of parents in supporting their child in sports. Parents should read, understand and sign this form prior to their children participating in our league.

Any parent guilty of improper conduct at any game or practice will be asked to leave the sports facility and be suspended from the following game. Repeat violations may cause a multiple game suspension, or the season forfeiture of the privilege of attending all games.

## *Preamble*

The essential elements of character-building and ethics in sports are embodied in the concept of sportsmanship and six core principles:

- Trustworthiness,
- Respect,
- Responsibility,
- Fairness,
- Caring, and
- Good Citizenship.

The highest potential of sports is achieved when competition reflects these "six pillars of character."

## *I therefore agree:*

1. I will not force my child to participate in sports.
2. I will remember that children participate to have fun and that the game is for youth, not adults.
3. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
4. I will learn the rules of the game and the policies of the league.
5. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other sporting event.
6. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
7. I will not encourage any behaviors or practices that would endanger the health and well being of the athletes.
8. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
9. I will demand that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
10. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
11. I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
12. I will never ridicule or yell at my child or other participants for making a mistake or losing a competition.
13. I will emphasize skill development and practices and how they benefit my child over winning. I will also de-emphasize games and competition in the lower age groups.
14. I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my child to win.
15. I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.
16. I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.
17. I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.

---

**Players Name**

---

Parent/Guardian Signature



## **Coaches Code of Conduct**

### **Code of Conduct - Managers / Coaches / Team Parents ARE Role Models**

- **Speed Limit 5mph** on White Field Easement and Parking lots while attending any of Lincoln Park American Little League function. WATCH for Small children around parked cars
- **No Alcohol** allowed in any parking lot, field, or common areas within the Lincoln Park American Little League Grounds
- **No SMOKING of Tobacco Products** of any kind (including spit tobacco) allow in any common areas within the Lincoln Park American Little League Grounds
- **No Playing in parking lots** at any time
- **No Playing on and/or around lawn/maintenance equipment. No one under the age of 16 operate equipment. Legal Michigan Drivers License Required.**
- **No Profanity ALLOWED** in any Parking lot, Field, or common areas within the Lincoln Park American Little League Grounds
- **No Swinging Bats** or throwing baseballs at any times within the walkways and common areas within the Lincoln Park American Little League Grounds
- **ONLY** the Player on the field and at bat, WILL swing a bat (Ages 5-12) NO Bat swinging in dugouts. NO On Deck Area
- During game, Players must remain in the dugout are in and orderly fashion at all times
- **AFTER** Each game, each team must clean up trash in dugout and around stands.
- **All Gates to Fields MUST remain Closed at ALL Times.** After players have entered or left the playing field, gates should be Closed and Secured
- **NO CHILDREN Under Age of 16** are permitted in Concession Area near Fryers or Cash Register.
- **Do NOT Drag Mound and Plate Covering when Removing and Replacing.**

**Failure to comply with the above may result in expulsion from the Lincoln Park American Little League Grounds.**

**Failure to comply with the above may result in NOT Receiving the opportunity of Participating in Lincoln Park American Little League All Star Team.**



# Parent/Athlete Concussion Information Sheet

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by bump, blow, or jolt to the head or body that causes the head and brain to move rapidly back and forth. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious.

## WHAT ARE THE SIGNS AND SYMPTOMS OF CONCUSSION?

Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury.

If an athlete reports **one or more** symptoms of concussion listed below after a bump, blow, or jolt to

### Did You Know?

- Most concussions occur *without* loss of consciousness.
- Athletes who have, at any point in their lives, had a concussion have an increased risk for another concussion.
- Young children and teens are more likely to get a concussion and take longer to recover than adults.

the head or body, s/he should be kept out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says s/he is symptom-free and it's OK to return to play.

SIGNS OBSERVED BY COACHING STAFF	SYMPTOMS REPORTED BY ATHLETES
Appears dazed or stunned	Headache or "pressure" in head
Is confused about assignment or position	Nausea or vomiting
Forgets an instruction	Balance problems or dizziness
Is unsure of game, score, or opponent	Double or blurry vision
Moves clumsily	Sensitivity to light
Answers questions slowly	Sensitivity to noise
Loses consciousness ( <i>even briefly</i> )	Feeling sluggish, hazy, foggy, or groggy
Shows mood, behavior, or personality changes	Concentration or memory problems
Can't recall events <i>prior</i> to hit or fall	Confusion
Can't recall events <i>after</i> hit or fall	Just not "feeling right" or "feeling down"



## CONCUSSION DANGER SIGNS

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. An athlete should receive immediate medical attention if after a bump, blow, or jolt to the head or body s/he exhibits any of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that not only does not diminish, but gets worse
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people or places
- Becomes increasingly confused, restless, or agitated
- Has unusual behavior
- Loses consciousness (*even a brief loss of consciousness should be taken seriously*)

## WHY SHOULD AN ATHLETE REPORT THEIR SYMPTOMS?

If an athlete has a concussion, his/her brain needs time to heal. While an athlete's brain is still healing, s/he is much more likely to have another concussion. Repeat concussions can increase the time it takes to recover. In rare cases, repeat concussions in young athletes can result in brain swelling or permanent damage to their brain. *They can even be fatal.*

### Remember

Concussions affect people differently. While most athletes with a concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer.

## WHAT SHOULD YOU DO IF YOU THINK YOUR ATHLETE HAS A CONCUSSION?

If you suspect that an athlete has a concussion, remove the athlete from play and seek medical attention. Do not try to judge the severity of the injury yourself. Keep the athlete out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says s/he is symptom-free and it's OK to return to play.

Rest is key to helping an athlete recover from a concussion. Exercising or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games, may cause concussion symptoms to reappear or get worse. After a concussion, returning to sports and school is a gradual process that should be carefully managed and monitored by a health care professional.

It's better to miss one game than the whole season. For more information on concussions, visit: [www.cdc.gov/Concussion](http://www.cdc.gov/Concussion).

\_\_\_\_\_  
Student-Athlete Name Printed

\_\_\_\_\_  
Student-Athlete Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Legal Guardian Printed

\_\_\_\_\_  
Parent or Legal Guardian Signature

\_\_\_\_\_  
Date

# 2015 Game Scores / Attendance MAJOR BASEBALL PITCHING RECORDS

Division: Major Baseball

Date:

Managers Name:  Team Name:  Score:

Opposing Managers Name:  Team Name:  Score:

Pitchers Name	Uniform Number	League Age	Final Pitch Count	Run Over Pitches

Pitchers Name	Uniform Number	League Age	Final Pitch Count	Run Over Pitches

MANAGER'S SIGNATURE

OPPOSING MANAGER'S SIGNATURE

UMPIRES SIGNATURES

UMPIRES SIGNATURES

EJECTIONS OR GAME NOTES IN THIS BOX

THIS SHEET MUST BE FILLED OUT AT EVERY GAME AND KEPT THROUGHOUT THE SEASON.  
IT MUST BE PRESENTED AT THE BEGINNING OF EACH GAME TO OPPOSING MGRS, UMPIRES.

## PLAYERS BORROWED FROM PLAYER POOL

Name	Jersey Number	Regular Season Team	Innings Played
1) <u></u>	<u></u>	<u></u>	<u></u>
2) <u></u>	<u></u>	<u></u>	<u></u>
3) <u></u>	<u></u>	<u></u>	<u></u>

## PLAYERS ON ROSTER NOT PRESENT OR ON INJURED LIST

Name	Jersey Number	Team Name	Injured / Not Present
1) <u></u>	<u></u>	<u></u>	<u></u>
2) <u></u>	<u></u>	<u></u>	<u></u>
3) <u></u>	<u></u>	<u></u>	<u></u>

## PLAYERS NOT COMPLETING REQUIRED PLAY TIME

Name	Jersey Number	Team Name	Why NOT Completed
1) <u></u>	<u></u>	<u></u>	<u></u>
2) <u></u>	<u></u>	<u></u>	<u></u>
3) <u></u>	<u></u>	<u></u>	<u></u>

Pitching records and pool players must be kept for each game. If the opposing team asks to see your pitching/pool play records and your team does not have them, your pitchers CAN AND WILL BE INELIGIBLE TO PITCH for that game, because of no pitching record for the previous games in the calendar week and rest period. The Manager/Coach in charge of the opposing team has the right to choose the pitcher for the team who cannot produce their pitching records.

If a team alters their records, the Manager/Coach in charge will be removed for 1 game and the game will be FORFIETED THAT THE ALTERED RECORD WAS USED AT.

All scores, pitchers and pool players must be called within 24 hours from the start of the game to 313.608.3274.

You must also email sheet to lpalltreasurer@yahoo.com within 24 hours. Pages not e-mailed within 24 hours will be recorded as a loss and all pitchers will be ineligible to pitch the next game and the Mgr/Coach in charge will be suspended for the next game.

NOTE: Pitching/Pool Player form must be on 1 page Please.

(SHEETS WILL BE SCANNED AND PUT ON WEBSITE FOR TEAM VIEWING) and returned to Manager before next game.







## 2015 Game Scores / Attendance

Division: Minor A Softball

Date: \_\_\_\_\_

Managers Name: \_\_\_\_\_ Team Name: \_\_\_\_\_ Score: \_\_\_\_\_

Opposing Managers Name: \_\_\_\_\_ Team Name: \_\_\_\_\_ Score: \_\_\_\_\_

[illegible]

MANAGER'S SIGNATURE

OPPOSING MANAGER'S SIGNATURE

## EJECTIONS OR GAME NOTES IN THIS BOX

UMPIRES SIGNATURES

UMPIRES SIGNATURES

THIS SHEET MUST BE FILLED OUT AT EVERY GAME AND KEPT THROUGHOUT THE SEASON.  
IT MUST BE PRESENTED AT THE BEGINNING OF EACH GAME TO OPPOSING MGRS, UMPIRES.

### PLAYERS BORROWED FROM PLAYER POOL

Name	Jersey Number	Regular Season Team	Innings Played
1)			
2)			
3)			

## PLAYERS ON ROSTER NOT PRESENT OR ON INJURED LIST

Name	Jersey Number	Team Name	Injured / Not Present
1)			
2)			
3)			

### PLAYERS NOT COMPLETING REQUIRED PLAY TIME

Name	Jersey Number	Team Name	Why NOT Completed
1)			
2)			
3)			

Pitching records and pool players must be kept for each game. If the opposing team asks to see your pitching/pool play records and your team does not have them, your pitchers **CAN AND WILL BE INELIGIBLE TO PITCH** for that game, because of no pitching record for the previous games in the calendar week and rest period. The Manager/Coach in charge of the opposing team has the right to choose the pitcher for the team who cannot produce their pitching records.

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NOTE: Pitching/Pool Player form must be on 1 page Please.

(SHEETS WILL BE SCANNED AND PUT ON WEBSITE FOR TEAM VIEWING) and returned to Manager before next game.



## Page (35)

# 2015 Qualified Safety Program Registration Form



Registering your qualified safety plan is as easy as 1, 2, 3!

- 1) Complete all four sides of this Registration Form;
- 2) Complete the 2015 Facility Survey for all fields your league uses (DO NOT copy last year's form);
- 3) Submit **both** forms **with** your complete safety plan — including **all 15 minimum requirements clearly detailed** — with a **postmark** no later than **April 1, 2015**. This will register your safety program with Little League International (see pages 2.1-2.3 for more information). Due to the volume of plans received, plans may be submitted **starting Jan. 1, 2015**.

Approved safety plans will win your league a cash credit based on the number of teams your safety plan covers, if you carry Little League AIG Insurance. In addition, your program will automatically be entered in the 2015 ASAP Awards!

**District Administrators:** To earn the district incentive for ASAP participation, a district's league plans must be **received and approved by Little League International by March 13**. This is different than the league deadline and requirement. Districts with **87% or better** of their leagues that LLI received an approved and qualified safety plan by March 13 will earn a **\$350 credit**. Districts with **70%-86%** of their leagues that LLI received an approved and qualified safety plan by March 13 will earn a **\$150 credit**.

**This Registration Form MUST Accompany Safety Plan Submission**

League Name <u>Lincoln Park American Little League</u>	League I.D. # <u>122-05-15</u>
City <u>Lincoln Park</u> State <u>MI</u>	League I.D. # _____
(If board operates more than one charter, please list all:) League I.D. # _____	

League Safety Officer David Gayer  
 Address 1428 Moran  
 City Lincoln Park  
 State MI Zip Code 48146  
 Work Telephone ( ) \_\_\_\_\_  
 Home Telephone ( ) \_\_\_\_\_  
 Cell/Pager Number ( 734 ) 341-7428  
 Email dgayer17@icloud.com

League President JoAnn Roach  
 Address 18311 Cedar Island Blvd  
 City Brownstown  
 State MI Zip Code 48174  
 Work Telephone ( ) \_\_\_\_\_  
 Home Telephone ( ) \_\_\_\_\_  
 Cell/Pager Number ( 313 ) 779-4858  
 Email cheerrotc@aol.com

Items included with this application form:

# of pages of league's safety program outline: \_\_\_\_\_

# of non-returnable photographs: 0

Person submitting application (if different from above):

Name Suzanne Machczynski Title Treasurer/UIC  
 Address 4103 Merrick Str City Dearborn Heights  
 State MI Zip Code 48125 Telephone ( 313 ) 6083274

Signature [Signature] Date 11 Nov 14

Name and signature of professional photographer to be credited and granting permission for reproduction of photographs (if applicable)

**Return this form and 2015 Little League Facility Survey, along with supporting safety manual, to:**

Mailing Address: ASAP Award Program  
 Little League International  
 P.O. Box 3485  
 Williamsport, PA 17701

or

Shipping Address: ASAP Award Program  
 Little League International  
 539 U.S. Route 15 Hwy.  
 So. Williamsport, PA 17702

Returned & Approved by March 13 for DA incentive or no later than April 1 for basic approval

Over →

# Qualified Safety Plan Requirements

## Making It "Safer For The Kids"



These two pages contain the 15 minimum requirements for your safety plan to qualify for the cash credit if you take Little League AIG player accident insurance. Page 4 provides a list of ways to improve on the minimum requirements. ***This form does not constitute a safety program. Please submit the safety manual that was distributed to league personnel, this form and your facility survey,*** as well as any other supporting pieces illustrating your safety program. Please specify all areas on which you wish your program to be judged (facilities improvements, safety equipment usage, etc.), and document to the best of your ability those changes (photos, forms, written procedures, etc.). ***Judging:*** All judging will be conducted based on the material submitted. Non-original safety plans will not be considered for the awards.

**\* Please List  
Page Number  
Where Each  
Item Below  
Is Located  
In Your  
Safety Plan**

- Please list dates when training was/will be held; and where each requirement can be found in your plan.

### 1. Have active safety officer on file with Little League International

1,2,3,12,22

1. Page: \_\_\_\_\_

### 2. PUBLISH and DISTRIBUTE a paper copy of the applicable safety manual to volunteers

- The intent is to print and distribute the safety plan to all staff: concession manual to concession workers, equipment policies to facilities crew, first aid to managers and coaches, etc. Keep copies in common areas for all volunteers.
- While safety plans may be posted on the internet, individuals must be provided with printed copies to carry with them to the areas where their duties are performed.
- Samples can be found in the example safety manuals on the LL web site.
- Include all relevant material for coaches, including these minimum standards.
- Keep a copy for your league. Send a copy to your DA or District Safety Officer. Little League International does not keep copies for leagues' future use.

1  
2. Page: \_\_\_\_\_

### 3. Post and distribute emergency and key officials' phone numbers

- Include emergency procedures for handling injuries and who to contact to track/report them.
- Include emergency phone numbers for ambulance, police, fire department, etc.
- Include league president and safety officer, consider head umpire, board members.

2,3  
3. Page: \_\_\_\_\_

### 4. Use 2015 Volunteer Application Form

- Managers, coaches, board members and any other persons, 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 application form as well as provide a government-issued photo identification card for ID verification.** Check name spellings and numbers for accuracy.
- Must conduct a search of the Department of Justice's *nationwide* sex offender registry, using 2015 Volunteer Application Forms, on all applicable volunteers.
- Information on running background checks that contain not only those on a sex offender registry, but other crimes of a sexual and non-sexual nature, can be found on the Little League website.
- May conduct a supplemental criminal background check using resources such as *First Advantage*.
- Anyone **refusing** to fill out Volunteer Application is **ineligible** to be a league member.
- League president must retain these confidential forms for the year of service.
- Do not send in volunteers' forms; blank copy of league's application form from correct year should be sent.
- When using First Advantage for background checks, Social Security numbers are required. You must enter these numbers into the database and then redact the social security number and/or other personal information from the paper copy for added protection.

5,6  
4. Page: \_\_\_\_\_

### 5. Provide and require fundamentals training, with at least one coach or manager from each team attending (fundamentals including hitting, sliding, fielding, pitching, etc.)

- *It is not necessary for the first aid and training fundamentals to be held before the Safety Plan is submitted. It is acceptable for scheduled dates/locations to be listed to meet requirement.*
- Document date, location, who is required to attend and who did attend. Save copies of attendees to track their participation for future use. Intent is to provide training to ALL coaches and managers; **minimum of one participant per team.**
- Training qualifies volunteer for 3 years; but one team representative still required each year.
- High school, college or experienced league coaches can be great resources.
- Districts can assist by providing training sessions on a district-wide basis.
- Training should be modified annually to meet the local needs of players and their facilities.

1  
5. Page: \_\_\_\_\_  
5. Date Was/  
Will Be Held: 1  
5. Date Was/  
Will Be Held: 1



# Qualified Safety Plan Requirements

Making It "Safer For The Kids"



- 6. Require first-aid training for coaches and managers, with at least one coach or manager from each team attending**  
*It is not necessary for the first aid and training fundamentals to be held before Safety Plan is submitted. It is acceptable for scheduled dates/locations to be listed to meet requirement.*
  - Due to their training and education, it is not necessary for licensed medical doctors, licensed registered nurses, licensed practical nurses and paramedics to attend first aid training in order to meet requirement; however, it is recommended that leagues utilize these professionals from their league/community to present the training.
  - Other individuals who attend various outside first aid training and courses are **not** exempt.
  - Document date, location, who is required to attend and who did attend. Save copies of attendees to track their participation for future use to show that they have had training in past three years. Again, the intent is to provide training to ALL coaches/managers; *minimum of one participant per team.*
  - Training qualifies volunteer for 3 years, but one team representative still needed each year.**6. Page:** 1  
**6. Date Was/ Will Be Held:** 1  
**6. Date Was/ Will Be Held:** 1
- 7. Require coaches/umpires to walk fields for hazards before use**
  - Recommend leagues use form to track and document any facility issues needing to be fixed.
  - Common sense activity — look for rocks, glass, holes, etc.
  - Specify who is responsible for doing this — home coach, visitors, umpire, or all?**7. Page:** 19  
12-16
- 8. Complete the 2015 ANNUAL Little League Facility Survey**
  - A requirement each year, can help leagues find and correct facility concerns.
  - Provided in the ASAP section on the Little League web site — [facilitysurvey.musco.com](http://facilitysurvey.musco.com) or email [asap@musco.com](mailto:asap@musco.com)
  - Excel spreadsheet included for recording for future use and records.
  - **DO NOT** simply make copy of past year's facility survey; physically review fields for changes and needs from prior year's survey, and record changes/needs on 2015 form.
  - *Keep a copy on file* for future needs; Little League does not maintain copies of surveys.**8. Page:** 17,18
- 9. Written safety procedures for concession stand; concession manager trained in safe food handling/prep and procedures**
  - Local restaurant operators are good resources for training assistance.
  - Training should also cover safe use, care and inspection of equipment.
  - See concession suggestions: April and June, 2000, issues of ASAP News available on Little League's website.**9. Page:** 7,19
- 10. Require regular inspection and replacement of equipment**
  - Inspect equipment before each use by coaches and umpires.
  - Don't just discard bad equipment: destroy it or make it unusable to stop children from attempting to "save it" from waste.
  - Recommend use form to remind coaches and to track equipment needs.**10. Page:** 21,22,23,
- 11. Implement prompt accident reporting, tracking procedure**
  - Accident forms to safety officer within 24-48 hours of incident is common.
  - Forms are available through Little League website.
  - Track "near-misses" as a proactive tool to evaluate practices and avoid future injuries.
  - Share information on accidents and "near-misses" with District staff.**11. Page:** 17,19
- 12. Require a first-aid kit at each game and practice**
  - Many leagues have a complex, but each team needs some form of first-aid kit for off-site practices or travel/tournament games.
  - Local hospitals and medical supply companies are good sources.
  - If necessary, fund through special drive.**12. Page:** 7,8,19,24
- 13. Enforce Little League rules including proper equipment**
  - Most Little League rules have some basis in safety — follow them.
  - Ensure players have required equipment at all times, 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.
  - Remind managers, coaches they are not allowed to catch pitchers (Rule 3.09); this includes standing at backstop during practice as informal catcher for batting practice.**13. Page:** 36-39
- 14. Submit a qualified safety plan registration form with your ASAP plan.****14. Page:** 1
- 15. Submit league player registration data or player Roster data and coach and manager data**
  - 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](http://www.LittleLeague.org). This is a requirement for an approved ASAP plan again in 2015.**15. Page:** 1



## Highly Recommended Ideas

*Looking to improve your program? Here are ideas pulled from the leading safety plans in the country:*

### ORGANIZATION

16. Conduct supplemental criminal checks on all applicable personnel (i.e., thru First Advantage)	16. Page: 5,6
17. Have your safety plan reviewed by your DA or DSO	17. Page: 1
18. Include the safety officer as a board position	18. Page: 2
19. Have team safety representatives (i.e. team parents)	19. Page: 2
20. Have player safety representatives (i.e. team safety officers)	20. Page: 2
21. Allocate part of annual budget for safety	21. Page: N/A
22. Distribute ASAP News newsletters within league	22. Page: N/A
23. Use local safety resources (i.e. police, fire dept., hospital staff)	23. Page: 3
24. Have league safety mission statement	24. Page: 1

### TRAINING

25. Provide CPR/AED training to coaches, managers, board members, parents	25. Page: 1
26. Provide bicycle and traffic training to players	26. Page: N/A
27. Provide drug education training to players and volunteers	27. Page: N/A
28. Provide Parent Orientation Program on Code of Conduct	28. Page: 26
29. Teach coaches/managers about heat illnesses, warning signs	29. Page: N/A
30. Teach coaches/managers about stopping play, breaks for weather: • Stop play for lightning; take breaks between innings for water, shade in high heat	30. Page: 10-11
31. Teach coaches/managers about sports fundamentals, like: • Proper warm-ups, running safe practices and games	31. Page: 1,19,24
32. Involve umpires in safety training and safety importance	32. Page: 1,5,24

### FACILITIES AND EQUIPMENT

33. Complete annual LL Lighting Safety Audit for lighted fields	33. Page: N/A
34. Complete a long-range facility plan for safety improvements	34. Page: 12
35. Use reduced impact balls, especially for younger ages	35. Page: 44,46,49
36. Use disengage-able bases (mandatory starting in 2008) for ALL fields	36. Page: 8,14
37. Use double-first base to avoid collisions of fielders, runners at first	37. Page: N/A
38. Use warning tracks in the outfield to protect outfielders	38. Page: 14(item24)
39. Use protective/padded fence tops to protect fielders	39. Page: _____
40. Use fencing or netting to protect spectators from foul balls	40. Page: N/A
41. Have a telephone available to all fields even for practices	41. Page: 13
42. Have back guard rails and side rails on taller bleachers	42. Page: N/A
43. Have an AED (automatic external defibrillator) available for use	43. Page: N/A
44. Have electronic weather detector to alert for approaching storms	44. Page: _____
45. Have guidelines for safe equipment usage (i.e. no riders on mowers, etc.)	45. Page: _____
46. Control speed and flow of traffic in and around facilities	46. Page: 26

### ACTIVITIES

47. Encourage league input through 'Safety Suggestion Box'	47. Page: _____
48. Provide continuous safety messages through: • Bulletin boards, newsletters, emails, meetings	48. Page: _____
49. Encourage and recognize safety efforts from players: • Safety poster contest, safety tips, player team safety officer	49. Page: _____
50. Require/Encourage use of protective cups for players, esp. infielders	50. Page: _____
51. Require/Encourage use of mouth guards for players, esp. infielders	51. Page: _____
52. Require/Encourage use of face guards on batting helmets	52. Page: 44,46,49
53. Encourage all adults to sign up for Little League E-News	53. Page: _____

## NOTES: - Field Clean - up Projects

1	Fill Propane tanks
2	Clean Debris on White, Blue Red and Farm Fields
3	Clean All Bases
4	Verify all Scorboards are in working order
5	Sponsorship Banners on Out Field Fence
6	Batting Cage
7	Remove weeds from fields
8	Edge all fields
9	Spread Field Material
10	Roll all fields
11	Locate base pegs (use Tape measure)
12	Level Batters Boxes
13	Replace Clay on mounds
14	Paint Field Boxes
15	Remove damaged fencing on White Field First base side
16	Get U-Haul (early for Sam's Club and D&L run)
17	Get Concession supplies for Sam's Club
18	Get Chalk from D&L
19	Stack Chalk in shed
20	Send Trash cans to each Field
21	Apparel Inventory
22	Concession Stocking Red, White and Blue
23	Prep Freezer Stock
24	Test All Concession Equipment
25	
26	
27	
28	



[illegible]

## This image shows a full page of blank, lined paper. It features approximately 28 horizontal black lines spaced evenly across the page, typical of standard notebook paper. The lines are thin and extend from the left edge to the right edge. There are no margins, text, or other markings on the page.

**Lincoln Park American Little League**  
**2015 T-Ball Ground Rules**

1. Every player in attendance, their name **MUST** appear in your scorebook. (Players last name and first initial). Please report any injured, absent or Disciplinary case(s) to the opposing manager. Contact Phil Machczynski at (313)801-7422 in advance of disciplining any child(ren) to explain reasons for the action and to receive permission to discipline!
2. Every player in attendance will participate in every game unless unable to Do so because of injury, illness or disciplinary action. The opposing team must be notified of such an occurrence.
3. Continuous batting order will be observed
4. One inning will be considered as one time thru the batting order by each Team. Three (3) innings minimum, One one-half (1-1/2) hour / whichever comes first will be considered a complete game. Please use full amount of time allotted. No inning shall start after one and a half hours of play but may be completed. **Note:** Please record start time in your scorebook.
5. Two (2) adult base coaches can be on the field during time at bat unless they Are not available. One (1) adult on the bench at **ALL** times. Uniformed players may coach and **MUST** wear a helmet with Face Mask. Coaches are permitted on field while on defense.
6. **NO STEALING!** No advancing of bases on passed balls or wild pitches. Scoring permitted on live play only.
7. **NO SLIDING!** Sliding is not permitted at any time.
8. One base only on any overthrow. Scoring permitted on batted balls only.
9. An out is an out. Players are not permitted to remain on base if an out is recognized (If a batter or runner is out, they are out).
10. When a manager is ejected from a game, they shall leave the area immediately and have no further involvement in the game. They may not sit in the stands and may not be recalled. Any manager, coach or player ejected from a game is also suspended for the team's next scheduled game [4.07]. Any **PLAYER** ejected from the game, shall take no further part in the game



and must sit on the bench until a parent or guardian can remove them from the area. They may not sit in the stands or be recalled.

11. Any changes to the original schedule **MUST** be made 48 hours prior to game day. You must contact Suzanne Machczynski 313-608-3274 to notify of a cancellation and possible reschedule, so we can give enough notice to the opposing manager. **Note:** Every opportunity will be taken not to schedule games on known school activity days (i.e. field trips, concerts).
12. All players in attendance on field for defense. **Note:** A game may begin with what players you can field at the time. Late arrivals will be added to the end of your initial line-up and bat accordingly.
13. Use of Tees will be in effect. All players **MUST** hit from Tee. All players **MUST** use approved helmets with safety mask. Use of Safety Soft Baseballs level 1 or 5 shall be used
14. No Catchers to be used. Safety Reasons.
15. Players not showing at practice or games for seven days without hearing from the parent's, must be reported to Phil Machczynski (313)801.8422. No injured or ill players will be allowed on the field at any time without a doctor written permission slip.
16. Batting helmet with cage must be worn while batting or as a base runner.
17. When Games are cancelled, the use of Fields is Prohibited
18. Contacts: Phil Machczynski – (313)801.7422 Player Questions or Issues  
David Gayer – (734)341-7428 Safety Questions or concerns  
Sue Machczynski – (313)608-3274 Umpiring or Rules, Questions or Issues.

**Let's have a great season. Play Ball**

**Revision: VI**  
**November 11, 2014**

**Lincoln Park American Little League**  
**2015 Coach Pitch Ground Rules**

1. Every player in attendance, their name **MUST** appear in your scorebook. (Players last name and first initial). Please report any injured, absent or Disciplinary case(s) to the opposing manager. Contact Phil Machczynski at (313)801-7422 in advance of disciplining any child(ren) to explain reasons for the action and to receive permission to discipline!
2. Every player in attendance will participate in every game unless unable to Do so because of injury, illness or disciplinary action. The opposing team must be notified of such an occurrence.
3. Continuous batting order will be observed
4. One inning will be considered as one time thru the batting order by each Team. One and one-half (1-1/2) hour or three (3) innings whichever comes first will be considered a complete game. No inning shall start after one and a half hours of play but may be completed. **Note:** Please record start time in your scorebook.
5. Two (2) adult base coaches can be on the field during time at bat unless they Are not available. One (1) adult on the bench at **ALL** times. Uniformed players may coach and **MUST** wear a helmet. Coaches are permitted on field while on defense.
6. **NO STEALING!** No advancing of bases on passed balls or wild pitches. Scoring permitted on live play only.
7. **NO SLIDING!** Sliding is not permitted at any time.
8. One base only on any overthrow. Scoring permitted on batted balls only.
9. An out is an out. Players are not permitted to remain on base if an out is recognized (If a batter or runner is out, they are out).
10. When a manager is ejected from a game, they shall leave the area immediately and have no further involvement in the game. They may not sit in the stands and may not be recalled. Any manager, coach or player ejected from a game is also suspended for the team's next scheduled game [4.07]. Any **PLAYER** ejected from the game, shall take no further part in the game

and must sit on the bench until a parent or guardian can remove them from the area. They may not sit in the stands or be recalled.

11. Any changes to the original schedule **MUST** be made 48 hours prior to game day. You must contact Suzanne Machczynski 313-608-3274 to notify of a cancellation and possible reschedule, so we can give enough notice to the opposing manager. **Note:** Every opportunity will be taken not to schedule games on known school activity days (i.e. field trips, concerts).
12. All players in attendance on field for defense. **Note:** A game may begin with what players you can field at the time. Late arrivals will be added to the end of your initial line-up and bat accordingly.
13. A Manager or staff member from each team will be selected to represent each team for the Showcase game. Showcase Teams will be selected from nominations of each teams coaching staff and announced After June 1, 2014.
14. Coach pitch will be in effect. Any player receiving 5 pitched balls without making contact with the ball will have the ball placed on a tee to bat off of. The adult pitcher is not permitted to be a fielder. A player stationed in the pitchers area must field the position.
15. Players not showing at practice or games for seven days without hearing from the parent's, must be reported to the Player Agent. No injured or ill players will be allowed on the field at any time without a doctor written permission slip.
16. Batting helmet with cage must be worn while batting or as a base runner. All players **MUST** use approved helmets with safety mask. Use of Safety Soft Baseballs level 5 or 10 shall be used
17. When Games are cancelled, the use of Fields is Prohibited
18. Contacts: Phil Machczynski – (313)801.7422 Player Questions or Issues  
Phil Machczynski – (313)801.7422 Safety Questions or concerns  
Sue Machczynski – (313)608-3274 Umpiring or Rules, Questions or Issues.

**Let's have a great season. Play Ball**

**Revision: VI**  
**November 11, 2014**



**Lincoln Park American Little League**  
**2015 Minor B Ground Rules**

1. Every player in attendance, their name **MUST** appear in your scorebook. (Players last name and first initial). Please report any injured, absent or Disciplinary case(s) to the opposing manager. Contact John Sammut for Baseball at (313)605.2277 in advance of disciplining any child(ren) to explain reasons for the action and to receive permission to discipline!
2. All players in attendance will participate in every game for a minimum of Six (6) defensive outs and Continuous batting order will be used.  
**PENALTY:** The involved player WILL start the next physically played game, complete the previous game requirements and the mandatory requirements for the current game before being removed.

The Manager shall for the:

- A. First Offense – receive a verbal/written reprimand
- B. Second Offense – receive suspension for the next physically played game.
- C. Third Offense – receive a suspension for the remainder of the season and hearing before disciplinary committee.

**Note 1:** If the violation occurs in a game shortened by curfew, darkness, weather, etc. the league may elect not to impose a penalty.

**Note 2:** If the violation is determined to have been intentional by the Board of Directors a more severe penalty may be imposed. However, forfeiture of a game in question is not an option.

3. A player once removed from the mound may not return as a pitcher in the Same game. [Section VI, subsection (b)].  
**Note:** Reference Section VI, subsection (i) for violations and protests of pitchers.
4. A continuous batting order will be observed. One inning will be considered as one time through the batting order or 3 outs or 5 runs are scored, whichever comes first. (see rule 4.04). An out is an out. Player will return to bench. No exceptions
5. Last inning is the 6<sup>th</sup> inning. All other innings will be limited to 5 run rule, 3 outs, or once thru the batting order. The 6<sup>th</sup> inning this is not in effect for either team. Play ball. Use sportsmanship in your coaching decision.
6. There may be two (2) adult base coaches on the field during time at bat unless not available. One (1) adult must be on the bench at **ALL** times. Only uniformed players may coach **bases**, and **MUST** wear a helmet. Defensive coaches are permitted on the field.

7. **STEALING!** Advancing of bases on passed balls or wild pitches. Scoring permitted on live play only. Scoring on a playable ball HIT in FAIR territory. (Between Lines).
8. When a manager is ejected from a game, they shall leave the area immediately and have no further involvement in the game. They may not sit in the stands and may not be recalled. **A manager or coach ejected from a game must not be present at the game site for the remainder of the game.** Any manager, coach or player ejected from a game is also suspended for the team's next physically played game and may not be in attendance at the game site from which they are suspended. [4.07]. Will umpire one game prior to returning to coaching.  
Any **Player** ejected from the game, shall take no further part in the game and must sit on the bench until a parent or guardian can remove them from the area. They may not sit in the stands or be recalled.
9. No cell phones will be permitted during any game.
10. Managers are responsible for assuring ALL participants are safe. Verify All Bats meet regulations. Throat guards are in use. Safety is not limited to just listed subjects. You are our first line of defense in keeping our people safe.
11. You will receive a complete schedule. Rainout games will not be made up. Games cancelled due to School events will not be made up. Coaches canceling games will be made up on Sundays. **Note:** This is to curb any intentional cancellation of games. Every opportunity will be taken not to schedule games on known school.
12. One hour and forty five minute (1:45) time limit! Please take the time and write the starting time of your game in your scorebook and confirm with the umpires. No inning shall start after the limit but an inning in progress may be completed. The pitch counters will confer with the umpire after each inning to confirm the number of pitches pitched that inning.
13. Ten (10) defensive players on the field. **Note:** A team may begin a game with nine (7) players if more are not available.
14. The All-Star Manager will be selected by the All-Star committee with approval of the Board of Directors from all managers meeting required qualification requirements. All-Star Team to be announced on June 1.
15. A pitcher SHALL be removed after hitting three (3) batters in a game.

16. Players not showing at practice or games for seven days without hearing from the parent's, must be reported to the Player Agent (Kelly Klein 313.433.1596). No injured or ill players will be allowed on the field at any time without a doctors written permission slip. No Casts on players or Adults on field of play is permitted.
17. All players MUST use approved helmets with safety mask. Use of Safety Soft Baseballs level 5 or 10 shall be used for the first 2-3 weeks of season. Date to be announced for changeover to 76-C Baseballs.
18. 5 Run rule will be enforced excepted for designated final inning. If time Remains, Play any additional inning without 5 Run rule in effect. Use common sense. Continuous Batting order is in affect, Once through Order.
19. Umpires will be supplied if available. Each coaching staff will decide how rotation will happen if umpiring task needs to be performed. Umpiring behind mound is acceptable. Home team supplies umpire (if necessary) unless other arrangements are agreed upon. Sue Machczynski (313)608.3274 must be contacted by Manager if Work Deposit is to be granted for umpiring.
20. When playing crossover or games between Leagues HOME field ground rules SHALL be followed. Managers' responsibility to review changes with opposing Manager.
21. Contacts: Kelly Klein – (313)433-1596 Player Questions or Issues  
John Sammut – (313)605-2777 for Division Questions or Issues  
Phil Machczynski – (313)801-7422 for Safety Questions or concerns  
Sue Machczynski – (313)608-3274 Umpiring or Rules, Questions or Issues.
22. Don't let the problem grow if one of the contacts can't help you. Come to the Meetings and bring it to the Board for review. All Board Members can be contacted via e-mail. See Website [www.lpall.net](http://www.lpall.net) for contact information. We can only fix it or try if we know about it. Be heard by your Board.
23. Anything not covered by these ground rule refer to Little League rule book.
24. When Games are cancelled, the use of Fields is Prohibited.

**Lets have a great season. Play Ball**



**Lincoln Park American Little League**  
**2015 Minor A Ground Rules**

1. Every player in attendance, their name **MUST** appear in your scorebook. (Players last name and first initial). Please report any injured, absent or Disciplinary case(s) to the opposing manager. Contact Kelly Klein at (313)433.1596 in advance of disciplining any child(ren) to explain reasons for the action and to receive permission to discipline!
2. All players in attendance will participate in every game for a minimum of Six (6) defensive outs and Continuous batting order will be used.  
**PENALTY:** The involved player WILL start the next physically played game, complete the previous game requirements and the mandatory requirements for the current game before being removed.

The Manager shall for the:

- A. First Offense – receive a verbal/written reprimand
- B. Second Offense – receive suspension for the next physically played game.
- C. Third Offense – receive a suspension for the remainder of the season and hearing before disciplinary committee.

**Note 1:** If the violation occurs in a game shortened by curfew, darkness, weather, etc. the league may elect not to impose a penalty.

**Note 2:** If the violation is determined to have been intentional by the Board of Directors a more severe penalty may be imposed. However, forfeiture of a game in question is not an option.

3. A continuous batting order will be observed. One inning will be considered as one time through the batting order or 3 outs or 5 runs are scored, whichever comes first. (see rule 4.04). An out is an out. Player will return to bench. No exceptions
4. Last inning is the 6<sup>th</sup> inning. All other innings will be limited to 5 run rule, 3 outs, or once thru the batting order. The 6<sup>th</sup> inning this is not in effect for either team. Play ball. Use sportsmanship in your coaching decision.
5. A player once removed from the mound may not return as a pitcher in the Same game. [Section VI, subsection (b)].  
**Note:** Reference Section VI, subsection (i) for violations and protests of pitchers.

6. Substitutions: refer to section 3.08.
7. There must be two (2) base coaches on the field during the offensive teams time at bat. The two coaches may be both adults as long as there is a third adult in the dugout. One (1) adult must be on the bench at **ALL** times. Otherwise one base coach must be an adult and the other a uniformed child with a helmet.
8. When a manager is ejected from a game, they shall leave the area immediately and have no further involvement in the game. They may not sit in the stands and may not be recalled. **A manager or coach ejected from a game must not be present at the game site for the remainder of the game.** Any manager, coach or player ejected from a game is also suspended for the team's next physically played game and may not be in attendance at the game site from which they are suspended. [4.07]. Any **Player** ejected from the game, shall take no further part in the game and must sit on the bench until a parent or guardian can remove them from the area. They may not sit in the stands or be recalled.
9. **No cell** phones will be permitted during any game.
10. Managers are responsible for assuring ALL participants are safe. Verify All Bats meet regulations. Throat guards are in use. Safety is not limited to just listed subjects. You are our first line of defense in keeping our people safe.
11. You will receive a complete schedule. Rainout games will not be made up. Games cancelled due to School events will not be made up. Coaches canceling games will be made up on Sundays. **Note:** This is to curb any intentional cancellation of games. Every opportunity will be taken not to schedule games on known school.
12. One hour and forty five minute (1:45) time limit! Please take the time and write the starting time of your game in your scorebook and confirm with the umpires. No inning shall start after the limit but an inning in progress may be completed. The pitch counters will confer with the umpire after each inning to confirm the number of pitches pitched that inning.
13. Continuous batting order will be in effect.
14. The All-Star Manager will be selected by the All-Star committee with approval of the Board of Directors from all managers meeting required qualification requirements. All-Star Team to be announced on June 15.

15. Players not showing at practice or games for seven days without hearing from the parent's, must be reported to the Player Agent (Kelly Klein (313)433.1596). No injured or ill players will be allowed on the field at any time without a doctors written permission slip. No Casts on players or Adults on field of play is permitted.
16. Umpires will be supplied if available. Each coaching staff will decide how rotation will happen if umpiring task needs to be performed. Umpiring behind mound is acceptable. Home team supplies umpire (if necessary) unless other arrangements are agreed upon. Sue Machczynski (313)608.3274 must be contacted by Manager if Work Deposit is to be granted for umpiring. One umpire May be used in this division..
17. When playing crossover or games between Leagues HOME field ground rules SHALL be followed. Managers responsibility to review changes with opposing Manager.
18. Contacts: Kelly Klein – (313)433-1596 Player Questions or Issues  
John Sammut – (313)605-2777 for Division Questions or Issues  
David Gayer – (734)341-7428 for Safety Questions or concerns  
Sue Machczynski – (313)608-3274 Umpiring or Rules, Questions or Issues.
19. Don't let the problem grow if one of the contacts can't help you. Come to the Meetings and bring it to the Board for review. All Board Members can be contacted via e-mail. See Website [www.lpall.net](http://www.lpall.net) for contact information. We can only fix it or try if we know about it. Be heard by your Board.
20. Anything not covered by these ground rule refer to Little League rule book.
21. When Games are cancelled, the use of Fields is Prohibited

**Lets have a great season. Play Ball**

**Revision: VI  
November 11, 2014**



**Lincoln Park American Little League**  
**2015 Major 11-12 Baseball Ground Rules**

1. Every player in attendance, their name **MUST** appear in your scorebook. (Players last name and first initial). Please report any injured, absent or Disciplinary case(s) to the opposing manager. Contact Kelly Klein at (313)433.1596 in advance of disciplining any child(ren) to explain reasons for the action and to receive permission to discipline!
2. All players in attendance will participate in every game for a minimum of Six (6) defensive outs and bat at least one (1) time[Article IV section i].  
**PENALTY:** The involved player **WILL** start the next physically played game, complete the previous game requirements and the mandatory requirements for the current game before being removed.

The Manager shall for the:

- A. First Offense – receive a verbal/written reprimand
- B. Second Offense – receive suspension for the next physically played game.
- C. Third Offense – receive a suspension for the remainder of the season and hearing before disciplinary committee.

**Note 1:** If the violation occurs in a game shortened by curfew, darkness, weather, etc. the league may elect not to impose a penalty.

**Note 2:** If the violation is determined to have been intentional by the Board of Directors a more severe penalty may be imposed. However, forfeiture of a game in question is not an option.

3. A player once removed from the mound **can** not return as a pitcher in the Same game. [Section VI, subsection (b)].  
**Note:** Reference Section VI, subsection (i) for violations and protests of pitchers.
4. Substitutions: refer to section 3.08.
5. There must be two (2) base coaches on the field during the offensive teams time at bat. The two coaches may be both adults as long as there is a third adult in the dugout. One (1) adult must be on the bench at **ALL** times. Otherwise one base coach must be an adult and the other a uniformed child with a helmet.
6. When a manager is ejected from a game, they shall leave the area immediately and have no further involvement in the game. They may not sit in the stands and may not be recalled. **A manager or coach ejected from a game must not be present at the game site for the remainder of the game.** Any manager, coach or player ejected from a game is also suspended

7. for the team's next physically played game and may not be in attendance at the game site from which they are suspended. [4.07].  
Any **Player** ejected from the game, shall take no further part in the game and must sit on the bench until a parent or guardian can remove them from the area. They may not sit in the stands or be recalled.
8. **No cell phones** will be permitted during any game.
9. Managers are responsible for assuring ALL participants are safe. Verify All Bats meet regulations. Throat guards are in use. Safety is not limited to just listed subjects. You are our first line of defense in keeping our people safe.
- 10.If after four (4) innings, three and one half (3-1/2) if the home team is ahead by ten (10) runs or more lead, the manager of the team with the least runs shall concede victory to the opponent [4.10 (e)].
- 11.You will receive a complete schedule. Rainouts games will not be made up. Games cancelled due to school events will not be made up. Coaches canceling games will be made up on Sundays. **Note:** This is to curb any intentional cancellation of games. Every opportunity will be taken not to schedule games on known school events.
- 12.Please take the time and write the starting time of your game in your scorebook and confirm with the umpires. No inning shall start after the limit but an inning in progress may be completed. The pitch counters will confer with the umpire after each inning to confirm the number of pitches pitched that inning. 2 hour time limit will be in affect for first game or double headers only.
13. A split season will be observed. First place finisher of first half will play the first place finisher of the second half (if it is a different team). The first half will be determined on the schedule. Winners will be determined by the percentage of wins to loses.
14. The All-Star Manager will be selected by the All-Star committee with approval of the Board of Directors from all managers meeting required qualification requirements. All-Star Team to be announced on June 15.
- 15.Players not showing at practice or games for seven days without hearing from the parent's, must be reported to the Player Agent (Kelly Klein (313)433.1596). No injured or ill players will be allowed on the field at any time without a doctors written permission slip. No Casts on players or Adults on field of play is permitted.

16. Umpires will be supplied if available. Each coaching staff will decide how rotation will happen if umpiring task needs to be performed. Umpiring behind mound is acceptable. Home team supplies umpire (if necessary) unless other arrangements are agreed upon. Sue Machczynski (313)608.3274 must be contacted by Manager if Work Deposit is to be granted for umpiring. One umpire May be used in this division..
17. When playing crossover or games between Leagues HOME field ground rules SHALL be followed. Managers responsibility to review changes with opposing Manager.
18. Contacts Kelly Klein – (313)433-1596 Player Questions or Issues  
John Sammut – (313)605-2777 for Division Questions or Issues  
David Gayer – (734)341-7428 for Safety Questions or concerns  
Sue Machczynski – (313)608-3274 Umpiring or Rules, Questions or Issues.
19. Don't let the problem grow if one of the contacts can't help you. Come to the Meetings and bring it to the Board for review. All Board Members can be contacted via e-mail. See Website [www.lpall.net](http://www.lpall.net) for contact information. We can only fix it or try if we know about it. Be heard by your Board.
20. Anything not covered by these ground rule refer to Little League rule book.
21. When Games are cancelled, the use of Fields is Prohibited

**Lets have a great season. Play Ball**

**Revision: VI  
November 11, 2014**



# Little League Pledge

I TRUST IN GOD  
I LOVE MY COUNTRY  
AND WILL RESPECT ITS LAWS  
I WILL PLAY FAIR  
AND STRIVE TO WIN  
BUT WIN OR LOSE  
I WILL ALWAYS  
DO MY BEST





## The Little League Parent/Volunteer Pledge

- I will teach all children to play fair and do their best
- I will positively support all managers, coaches and players
- I will respect the decisions of the umpires
- I will praise a good effort despite the outcome of the game