



CHELTENHAM
LITTLE LEAGUE

Cheltenham Little League
Safety Plan
2015



League ID: 238-22-02

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INTRODUCTION

The purpose of the Cheltenham Little League (CLL) Safety Plan is to provide a systematic approach to promote the safety of all players, volunteers, and spectators. The plan focuses primarily on injury prevention through education of coaches and managers, player conditioning, health awareness, and proper maintenance of fields and equipment. When injuries do occur, this plan provides guidance on treatment and reporting procedures.

The Safety Officer prepared this Safety Plan with assistance of other members of the CLL Board of Directors. It will be posted on the CLL web site at www.Cheltenhamlittleleague.org and available to all board members, managers, coaches, and umpire coordinators. A reference copy will also be placed in the concessions stands at each complex.

Safety is everyone's responsibility. Parents are urged to discuss any practice or game-related safety concerns with their child's team manager, coach or the Vice President of their child's league. (See Appendix A for a complete list of all CLL Board Members, including VP's). Any issues that cannot be readily resolved are raised to the attention of the Board of Directors through the Safety Officer.

Managers and coaches-please review this plan carefully and follow it closely. If you have any questions, concerns, or suggestions, please discuss them with your league VP or the Safety Officer, as appropriate. Complete contact information is included in Appendix A.

Let's all have a



safe season!

EMERGENCY CONTACTS

1. **In any police, fire, or medical emergency, dial 911 first**

Do NOT use the non-emergency numbers listed below.

Identify your location as

- 650 Woodland Ave. CAA complex
- Harrison Ave and Tookany Parkway. Gimbel Fields complex.

In the unlikely event that no cell phone is available, a land-line telephone is located inside the snack stands at both complexes.

2. **Notify a parent or guardian**

For medical emergencies involving a player or other child, notify their parent(s) or guardian. Each team manager must maintain a list of emergency telephone contacts for every player on his/her team and have it readily available during all team games and practices. It is recommended that these numbers be added to each manager/coach's cell phone contact list.

3. **Notify the League President or the Safety Officer**

Every emergency resulting in a 911 call or any other event that could reasonably result in filing an insurance claim, must be reported (via phone) to either the League President or the Safety Officer as soon as practicable but not later than 48 hours after the incident occurs. An Accident / Incident Report Form must be completed and placed in the Safety Mailbox located near the concessions stand, the form is located in Appendix 2 of this Safety Plan.

ADDITIONAL SAFETY-RELATED TELEPHONE NUMBERS

Ambulance / Fire / Police	911
Cheltenham Township Police	215-885-1600
Jeannes Hospital	215-728-2000
CLL President – Irv Brockington	215-526-8044
CLL Safety Officer – Art Gordon	215-881-9282

EMERGENCY PROCEDURES

1. In any medical emergency involving a player, volunteer or spectator **dial 911 immediately.**
2. Medical emergencies include, but are not limited to:
 - a. loss of consciousness or severe head trauma
 - b. an injury that could reasonably include spinal injury or paralysis
 - c. signs of heart attack or stroke (heat)
 - d. compound fractures (broken bone penetrating the skin)
 - e. Profuse bleeding, deep wounds
3. For serious injuries that do not constitute emergencies, the team manager should consult with the parent or guardian, if possible, to determine the preferred course of treatment. The Safety Officer may request a medical clearance to return to play after any Medical emergency or serious injury including a “suspected concussion”.
4. If no parent or guardian is available, err on the side of caution by calling 911 for professional assistance.

<u>SIGNS OF HEART ATTACK:</u>	<u>SIGNS OF STROKE:</u>
<ul style="list-style-type: none">❖ An uncomfortable feeling of pressure, squeezing, fullness, or pain in the center of the chest that lasts more than a few minutes, or comes and goes❖ Discomfort in the left or both arms, the back, neck, jaw, or stomach❖ Shortness of breath, which often occurs with or before chest discomfort❖ A feeling of nausea, light-headedness, fatigue, or a sudden, cold sweat	<ul style="list-style-type: none">❖ Sudden numbness or weakness of the face, arm or leg, especially on one side of the body❖ Sudden confusion, trouble speaking or understanding❖ Sudden trouble seeing in one or both eyes❖ Sudden trouble walking, dizziness, loss of balance or coordination❖ Sudden, severe headache with no known cause

Any incident involving a call to 911, or any other incident requiring professional medical care that could result in filing an insurance claim, must be reported (via phone) to either the League President and the Safety Officer as soon as practicable but not later than 48 hours after the incident occurs. An Accident / Incident Report Form must be completed and placed in the mailbox located near the concessions stand, and is included in Appendix 2 of this Safety Plan.



FIRST AID

Training

1. Cheltenham Little League provides annual first aid training as outlined in this manual for managers and coaches. This year's training will take place at the coaches meeting.
2. Attendance by at least one manager or coach from each team is MANDATORY.
3. In addition, each manager or coach must attend the training at least once every three years.
4. This training focuses on proper stretching, warm-up, and baseball mechanics to prevent athletic injuries.
5. It will be provided in conjunction with the Baseball Fundamentals Clinic (see Section 8 of this plan)

First Aid Kits

1. Basic first aid kits have been purchased and distributed to every team.
2. First aid kits must be on hand for all practices and games.
3. It is particularly important that team managers comply with this requirement when conducting practices at sites other than the Cheltenham Little League complex.
4. When at the CLL complex additional first aid supplies are available inside the concession stand.
5. The league maintains a large supply of chemical ice packs in the concession stand.
6. Team managers should never begin a practice without at least two ice packs on hand.

First Aid Tips



FOR MINOR CUTS/ABRASIONS:

- ❖ Place clean absorbent bandage over wound and apply light pressure to control bleeding.
- ❖ Clean with warm, soapy water. If water is not available use antiseptic wipe from first aid kit.
- ❖ Apply antibiotic ointment and a clean dry bandage.
- ❖ Make sure that the injured person has current tetanus vaccination (10 yrs. for minor wounds).

FOR BEE STINGS:

Difficulty breathing and swallowing, swelling of the tongue, dizziness and fainting are all signs of a severe allergic reaction – **call 911 immediately if these symptoms occur.**

If no allergic reaction:

- ❖ Remove the stinger by pulling it straight out with clean tweezers
- ❖ Apply ice pack for 20 minutes
- ❖ Apply hydrocortisone cream to relieve itching



FOR MINOR SPRAINS AND CONTUSIONS, FOLLOW THE R.I.C.E. FORMULA:

Rest:

Do not allow player to return to activity unless he/she can do so without noticeable pain or favoring the injured area

Ice:

Ice the injured area for 20 min.

Compression:

Apply light compression to reduce swelling and internal bleeding. Wrap the area with an elastic bandage. (May wrap over ice pack.)

Elevation:

Elevate area above the heart to minimize pooling of blood.

ACCIDENT / INCIDENT REPORTING PROCEDURES



What to report

1. Report ANY accident / incident that requires first aid or professional medical treatment, whether rendered on or offsite, to the Safety Officer.
2. Report “near misses” to assist the CLL Board in identifying potential areas of concern to avoid any future injuries.
3. For injuries to players, the team manager is responsible for filing the report.
4. For injuries to volunteers or spectators, any league official who renders assistance should file the report.

How and when to report

1. Complete the Accident / Incident Report Form located in Appendix b of this Safety Plan.
2. All sections of the form must be completed.
3. In the event of an emergent situation, ensure that the contact information is completed prior to placing them in the Safety Mailbox located near the Concessions Stands.
4. Incidents should be reported to the Safety Officer as soon as possible but ***no later than 48 hours after they occur.***

Incident follow-up by the Safety Officer

1. Within 48 hours of receiving an incident report, the Safety Officer will contact the injured party or his/her parents to:
 - ✓ Check on the status of the injured party
 - ✓ Verify the information received in the incident report
 - ✓ Obtain supplemental information as necessary
2. In the event that the injured party required professional medical treatment, advise the parent of Cheltenham Little League’s insurance coverage and the procedures for submitting claims. The Safety Officer will make periodic follow-up calls, as necessary, until the incident can be considered closed.

VOLUNTEER BACKGROUND CHECK



1. All Cheltenham Little League volunteers whose duties include working with or supervising the activities of children must complete the volunteer application form shown in Appendix D.
2. Or register online for free coach background check.
3. That form, along with a photocopy of a valid driver's license, must be provided to the Safety Officer.
4. The Safety Officer will complete a national criminal and sex offender background check for each volunteer.
5. Any person who has been convicted of any sex crime, appears on any list of sex offenders, or has been convicted of any felony offense shall be prohibited from serving in any volunteer capacity with the league.
6. Any person who refuses to submit a complete volunteer form for any reason shall also be prohibited from volunteering.
7. Volunteers who **must** undergo background checks include:
 - a. **ALL** members of the Board of Directors
 - b. **Managers**
 - c. **Team parents** (Any parent assisting with practices must submit a request to the Board President via Volunteer Application as well as a copy of their Driver's License for identification BEFORE providing service to the team or CLL.
 - d. **Umpires**
 - e. **Hired Workers**
 - f. **Any person** having regular contact with players or other children in relation to the operations of the CLL
8. Other volunteers (including concessions stand workers, and field maintenance personnel) will not routinely be required to submit the volunteer application.
9. The CLL Board of Directors reserves the right to request a completed application and to run a background check on any volunteer.
10. The League Vice Presidents shall provide a complete list of managers and coaches in their league to the Safety Officer for verification that background checks have been completed.
11. Until the Safety Officer certifies that a background check has been completed for a given volunteer, that person may not serve as a manager, coach, or volunteer helper in any CLL practice or game. There are no exceptions to this rule.

12. CLL reserves the right to prohibit volunteer service for other offenses identified in the background check that the Executive Team feels poses potential risk or harm to the players, other coaches or spectators of CLL.
13. Volunteer forms and results of background checks will be retained for the year by the board appointed representative.

TRAINING

Baseball Fundamentals



1. Teaching proper baseball skills and techniques to young players enhances their enjoyment of the game while promoting player safety. Toward that goal, Cheltenham Little League provides mandatory training for all coaches and managers. Training will cover all aspects of running an effective practice, including hitting, sliding, fielding, pitching, proper stretching, and warm-up. All coaches and managers are encouraged to attend this excellent clinic.
2. This year's training will take place on March 23-24.(Spring Training)
3. **Attendance by at least one manager or coach for each team in MANDATORY.**
4. Each manager or coach must attend this training at least once every year.
5. The Vice Presidents of Baseball & Softball will also prepare and distribute coaching manuals that are geared toward each age group. The manuals will outline appropriate training goals and techniques. Coaching manuals will be distributed prior to the start of spring practices.

UMPIRES



1. All umpires are required to use the following safety equipment:
 - ✓ chest protectors
 - ✓ shin guards
 - ✓ masks (with and without helmet)
 - ✓ Male umpires must wear a protective cup.
2. All equipment is provided in the umpire equipment room at the CLL concessions stand.

3. Introductory training will be provided at a date and time to be announced by the Director of Umpires.
4. Instructional DVDs/Videos are available to be borrowed by any volunteer umpire.
5. Any incidents (ejections, etc) occurring that required umpire intervention should be reported to the appropriate League Vice President.

EQUIPMENT

1. The league's equipment manager will inspect all helmets, catcher's gear, and bats prior to the start of the season.
2. Managers and/or coaches should inspect equipment prior to each game using the Safety Checklist in Appendix C.
3. **Never allow a player to use defective or improperly fitting equipment**
4. Repair damaged equipment if possible.
5. If you are not able to complete the repair, return the equipment to the Equipment Manager for repair or replacement by placing it in the Concessions Stand and notifying the Equipment Manager using the contact information in the Safety Plan.
6. Damaged equipment that cannot be repaired (e.g., cracked helmets or bats) shall be immediately removed from service and, if possible, physically destroyed to prevent their subsequent reuse by others.
7. All destroyed equipment will be identified by the equipment manager and reported to the Board of Directors.



MANAGERS AND COACHES

- ❖ Managers and coaches are the individuals primarily responsible for ensuring the safety of the players. The following procedures should be practiced until they become a routine part of your practice and game day activities.

1. Game and Practice Activities

- a. **Prior to each game or practice, the manager or coach is responsible for walking the field looking for unsafe conditions. A Safety Checklist must be completed and placed in the mailbox located near the concessions stand, and is included in Appendix C of this Safety Plan.**
This might include broken glass or other foreign objects, holes in the ground, damaged fences, etc. Necessary repairs should be completed before allowing a game or practice to begin. If repairs are not possible prior to a scheduled game, that game must be postponed and the Safety Officer (see Appendix A) notified immediately. All dirt surfaces should be reasonably smooth and free of holes or other conditions likely to cause “bad hops.” If necessary, rake or drag the dirt to level the surface. (This should have been done after the preceding game.)
- b. **Do not allow players to throw baseballs or swing bats in any off-field locations that could endanger other players or spectators**
Such warm-ups, when necessary, should be conducted away from pedestrian and spectator areas. Be especially aware of the potential consequences of an overthrown ball.
- c. **Inspect equipment for signs of damage that would make it unsafe**
Each team should have at least 6 helmets of various sizes on hand. Inspect the helmets for cracks or inadequate padding. Unsafe helmets should be destroyed. Notify the equipment manager so that replacements may be obtained as necessary.
- d. **Ensure that catcher’s equipment is in good condition and that all male catchers are wearing protective athletic cups**
Catcher’s mask must include a dangling throat protector. Ensure that the catcher wears the mask during pre-game batting practice and when warming up pitchers, as well as during the game. Pursuant to Rule 3.09, Managers and Coaches are not

allowed to catch pitchers; this includes standing at backstop during practice as informal catcher for batting practice.

e. **Ensure that all jewelry is removed by players**

No jewelry of any kind may be worn during games and practices. This includes neck chains, earrings, rings, bracelets, and plastic “Livestrong”-type wristbands. Encourage players to leave all jewelry at home.

f. **Include at least 10 minutes of progressive warm-up time prior to each practice or game**

Players arriving late should be required to warm up properly before participating in practice or game activities. Suggested warm-up activities include light jogging followed by light throwing at progressively greater distances.

g. **Ensure that a first-aid kit and a list of emergency telephone numbers for each player are on hand!**

CLL recommends that a complete list of emergency contact telephone numbers be stored in each manager and coach’s cell phone for the duration of the season.

h. **Keep players well hydrated**

Especially in hot weather, give the players frequent “water breaks” during practices. During games, encourage players to drink plenty of fluids while in the dugout during the offensive half or the inning. Fluid intake should be limited to water or sports drinks for proper hydration. Food should not be allowed in the dugout.

i. **After the game, the home team must drag and rake all infield dirt areas**

The visiting team must pick up any trash left behind in the area of the field, empty trash containers, and place clean trash bags in the containers. Both teams must clean all trash from their dugout/bench area.

2. Bat Safety

- a. Little League regulations (section 3.09) prohibit practice swings by “on-deck” batters during all games. Managers and umpires must strictly enforce this requirement. This prohibition includes the fenced-in areas adjacent to the dugouts where bats, helmets, and other equipment are typically stored.



- b. When not in use, bats belong in the bat rack or other designated storage area.
- c. Bats must never be handled in the dugout.
- d. Only players and coaches should be in the dugout area during games and practices. Any other individuals must stay in the spectator area.

- e. At no time should bats ever be swung in any area other than the playing field, batting cage, or other area set up by and directly supervised by a manager or coach for instructional purposes (e.g., batting tee or “soft toss” station).

3. Batting Cages

- a. Only managers, coaches or other responsible adults designated by the manager may pitch batting practice in the batting cages.
- b. All batters must wear helmets.
- c. Only one player may be in the batting cage at a time (except when picking up balls).
- d. Do not allow anyone to “hang on” to the fence such that fingers could be injured by a batted ball.
- e. No horseplay of any kind should be tolerated when using the batting cages.
- f. Those using the cages must ensure the gate is closed and latched when in use and upon leaving.

4. Pitching Machines

- a. Under no circumstances may anyone other than a manager or coach who has been trained, operate pitching machines.
- b. Deliver at least 5 pitches with the machine to verify proper alignment prior to allowing players to bat.

5. Lightning Safety

- a. No practice or game should begin if lightning can be seen or if thunder is plainly heard.
- b. Once the game is underway, responsibility for suspending play rests with the umpire-in-chief.
- c. Both managers must remain acutely aware of an approaching storm and should notify the umpire immediately if lightning is seen or thunder is heard.



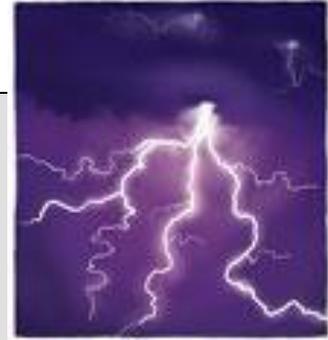
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- d. If lightning is seen or heard, suspend activities immediately and direct all players to seek a safe shelter.**

- e. When in doubt as to whether conditions are safe, the game should be suspended and the field and dugout areas should be cleared of all players and volunteers
- f. Play may not resume until at least 20 minutes after lightning was last seen or thunder was last heard.
- g. Since permanent shelter space is limited at the CLL complex, everyone should take shelter in a hard-top vehicle with the windows up. Those for whom that is not possible should take shelter in the CLL Garage or Bathroom Facility.
- h. No one should remain in the dugouts or any open area.
- i. Lightning is highly unpredictable and can spread rapidly.
- j. If you are within 10 miles of lightning, you are in danger.
- k. Ten miles is about the distance at which thunder can be heard under most atmospheric conditions.
- l. If you hear thunder, you must suspend play.
- m. Unusual atmospheric conditions can reduce the distance that thunder is heard to as little as 4 miles.
- n. The absence of thunder cannot guarantee your safety.
- o. If there are other signs (e.g., rapidly darkening sky and strong wind gusts) that a thunderstorm has approached to within 10 miles, you should suspend play.
- p. All lightning produces thunder.
- q. Lightning can be seen over much greater distances than thunder is heard.
- r. So-called “heat lightning” (non-distinct flashes near the horizon that are not accompanied by any audible thunder) is simply lightning striking at a sufficient distance that the distinctive lightning bolt cannot be seen and no accompanying thunder is heard.
- s. This indicates that a thunderstorm is active in the region and should promote increased vigilance for signs that the storm is approaching. However, it does not indicate that the storm is close enough to pose an immediate threat. Distant “heat

lightning” alone, in the absence of other signs that the storm has approached within 10 miles, should not result in an immediate suspension of play.

LIGHTNING FACT SHEET



Important Facts:

- ✓ All thunderstorms produce lightning and are dangerous.
- ✓ Lightning often strikes outside the area of heavy rain and may strike as far as 10 miles from any rainfall. It is important to seek shelter well before the storm is upon you.
- ✓ **If you hear thunder, you are in danger.** Anytime thunder is heard, the thunderstorm is close enough to pose an immediate lightning threat.

What To Do In Case Of Lightning:

- ✓ If thunder is heard or lightning bolts are seen, suspend all activities immediately.
- ✓ Avoid open areas. Stay away from trees, towers, and utility poles.
- ✓ Stay away from metal bleachers, backstops and fences. Lightning can travel long distances through metal.
- ✓ **Do not allow players to remain in the dugouts or any open area.** Players, volunteers, and spectators should be directed to seek shelter in hard-topped vehicles with windows rolled up. Those for whom that is not possible should take shelter in the CLL garage, avoiding corded phone lines, electrical wiring and plumbing.
- ✓ Activities should not resume until at least 20 minutes after lightning was last seen or thunder was last heard.

What To Do If Lightning Strikes Someone:

- ✓ Lightning victims do not carry an electrical charge. They are safe to touch. Move the victim to a safe area as soon as possible. Lightning can and does strike twice in the same spot.
- ✓ **Call 911 immediately.**
- ✓ Give first aid. Cardiac arrest is the immediate cause of death in most lightning fatalities. If the victim is not breathing or does not have a pulse, an appropriately trained person should begin CPR until an ambulance arrives.
- ✓



CONCESSION STAND SAFETY



1. General Concession Stand Safety

- a. The concessions stand supervisor on duty should familiarize all volunteers / employees with the location and operation of the fire extinguisher.
- b. The concession stand supervisor is to be trained in safe food handling and/or preparation and procedures.
- c. Children under the age of 16 are not permitted in areas around the grill or fryer when they are in operation or in a warm-up or cool-down mode.
- d. Children under the age of 16 should not be in any area of the concessions stand. Concessions stand volunteers / employees should make other arrangements for supervising their children.
- e. A first-aid kit and ice packs are available in the concessions stand at all times.

2. Cooks

- a. Wash hands before touching food or food containers.
- b. Do not take more meat out of the freezer than what will be cooked within 15 minutes.
- c. Cook all hamburgers to well done.
- d. Be careful when putting food into the fryer. Splashed or splattered grease can cause serious burns.
- e. Make sure the fryer, grill, and coffee pot are turned off before closing the concessions stand.

3. At Closing

- a. Clean counter tops with antibacterial cleanser.
- b. Clean all cooking utensils in hot soapy water and place in rack to air dry.
- c. Discard any leftover cooked food in a sealed bag.
- d. Empty trashcans to the outside dumpster and place clean bags in all cans.

4. Counter Workers

- a. Wash hands before beginning work. Dry hands with paper towels, not dishtowels.
- b. Clean up spills, as they occur to prevent accidents. Re-wash hands after using any cleaning product.
- c. Place all trash in the trashcans. Do no allow clutter to build up.

Appendix A
Cheltenham Little League

Board of Directors- 2015

President Irv Brockington i.brockington@comcast.net 215-526-8044
VP-Athletics Michael Cornelison michaeljcornelison@gmail.com 215-782-3695(h)/610-986-8826(c)
VP-Community Relations Teri Yago-Ryan teriyagoryan@gmail.com 215-435-8560(c)
VP-Operations Jim Rebitz jreb2004@yahoo.com 267-626-6000(c)/215-379-2443(h)
Treasurer/Finance Kim Aspenleider kimlaspen@gmail.com 215-514-0408(c)
Secretary Phil Sokol psokol@sportsnetwork.com , sokols3@verizon.net
215-694-5977(c)/215-722-6310(h)
VP-Director of Baseball Steve Ryan spryan3@gmail.com 215-435-8562(c)
steve.ryan@temple.edu
VP-Director of Softball Kelly Durand goose10206@gmail.com 215-901-6370(c)
District 22 Rep. Michael Cornelison mcornelison@crbc.com 215-782-3695(h)/610-986-8826(c)
Umpire-in-Chief James Smith jrsmithjr3@comcast.net 215-517-5292(h)/215-499-2290 (c)
PCA Coordinator David Paik dcp14@columbia.edu 215-847-4555(c)/215-635-5737(h)
Communications Teri Yago-Ryan teriyagoryan@gmail.com 215-435-8560(c)
Registrar/Web Master Weymouth Lewis wlewis108@comcast.net 267-627-2253(h)/
215-868-3762(c)
Volunteer Coordinator Chris Booth cboothjr@aol.com 215-518-6683(c)
Equipment Director Ann Macchione annmacchione@gmail.com 215-527-0791(c)/215-635-8848(h)
Safety/Parliamentarian Art Gordon artgordon06@gmail.com 215-881-9282(h)/215-290-4414(c)
Director of Scheduling James Smith jrsmithjr3@comcast.net 215-517-5292(h)/215-499-2290 (c)
Sponsorship Coordinator Tom Larkin LarkinFam@comcast.net 215-429-9429(c)/215-663-1607(h)
Additional Board Members:
Kelly Rebitz kmwr2003@gmail.com 215-379-2443(h)/267-626-6635(c)
Steve Glazier sbglazier@comcast.net 215-782-3920(h)/215-378-9162(c)
Murray Peet murraypeet@hotmail.com 215-887-1220(h)/215-687-1476(c)
Emily Donnelly edonnelly43@aol.com 267-226-9486 (c)
Mark Cherwony chipatc@comcast.net 215-663-8512 (h)/609-381-1907 (c)
cherwonym@cinnaminson.com
Don Kaplan donkaplan15@comcast.net 215-635-7375(h)/267-625-3547(c)
Doug Karan dougkaran@yahoo.com 215-805-7112 (c)
Mark Kelly mkelly88@yahoo.com 215-694-6523 (h)
John Raisch jraisch@gmail.com 215-704-1556 (h)
Kim Speed kimspeed519@gmail.com 215-704-4823 (c)/215-379-5463(h)
Tom Weimer tweimer33@gmail.com 610-585-3199 (c)

SNACK STAND - 215-663-0110

Appendix B
Accident / Incident
Report Form

Name of Injured: _____

Date/Time: _____

Address: _____

Phone: _____

Team/Manager: _____

Division in Which Accident Occurred:

- Junior Majors Minors Challenger T-Ball Softball

How Did Accident Happen?

Struck By:

Pitched Ball	
Batted Ball	
Thrown Ball	
Bat	

Collided With:

Fence	
Backstop	
Hit Dirt too hard sliding	
Umpire / Manager / Player	

Other:

Tripped	
Fell	
Over Exertion	
Pre-Existing Med. Cond.	

Injury Type:

Head	
Face	
Eye	
Nose	

Ear (R/L)	
Arm (R/L)	
Wrist (R/L)	
Finger (R/L)	

Thumb (R/L)	
Elbow	
Upper Leg (R/L)	
Lower Leg (L/R)	

Ankle (R/L)	
Foot (R/L)	
Back (U/M/L)	
Other:	

Unsafe Condition?

	Yes	No
Uneven field surface such as holes, humps, etc.		
Foreign objects such as glass, rakes, stones, etc.		
Congestion during practice or game		
Weather conditions such as rain, sun, darkness		
Poor Fitting protective equipment		
Other:		

Unsafe Acts?

	Yes	No
Mishandled ball		
Mishandled bat		
Poor evasive action		
Incorrect sliding form		
Not watching the ball		
Awkward position		
Player out of position		
Lack of grip on bat		

	Yes	No
Poor running form		
Wild pitch		
Wild throw		
Wild swing		
Distracted		
Lack of attention		
Horseplay		
Other		

Brief Statement of What Happened:

- No Treatment Needed First Aide at Field To Doctor To Hospital Other: _____

NOTE: This form is for Little League purposes only. When an accident happens- obtain as much information as possible. Send this form to the CLL Safety Officer and he/she will forward it on to Little League Headquarters in Williamsport and the District Safety Officer. The reason for this form is to establish a record of all accidents prior to any lawsuits and to provide Little League Baseball, Incorporated and Cheltenham Little League with advanced information.

Appendix C Safety Checklist

Date: _____

Time Started: _____ Time Completed: _____

Field #: _____

Weather Conditions: _____

Person Completing Form: _____

<i>Field Conditions</i>	In Good Repair- Have?	
	Yes	No
1 Backstop		
2 Home Plate		
3 Bases		
4 Pitcher's mound		
5 Grass Even (Infield)		
6 Grass Even (Outfield- L-C-R)		
7 Outfield Fence		
8 Warning Track		
9 1 st Base side Fence		
10 3 rd Base side Fence		
11 Dirt Needed		

Dug Out (If Applicable)	Yes	No
12 Roof		
13 Walls		
14 Bench		
15 Bat Rack		
16 Trash Cans		

Catcher's Equipment	Yes	No
17 Shin Guard (R)		
18 Shin Guard (L)		
19 Face Mask		
20 Throat Protector		
21 Chest Protector		

First Aid	In Good Repair- Have?	
	Yes	No
23 First Aid Kit		
24 Medical Release Forms		
25 Injury Report Forms		

Equipment	Yes	No
26 Batting Helmets		
27 Bats		
28 Athletic Cups (If catching-Boys)		
29 Shoes		
30 Uniforms		

<i>Other Safety Issues</i>	Yes	No
31 Spectator Bleachers		
32 Walk-Way		
33 Score Board		
34 Pitching Machine (Indicate Number)		
35 Grounds (Trees, rocks, etc)		
36 Field Number Signs		
37 So Swinging Signs		

Comments: (if areas above require additional explanation- Indicate number)

 # _____
 # _____
 # _____

Please turn form into Concession stand Upon Completion of Game