



*Glastonbury Little League*

Where Everybody Plays

**2021**

***Tee League  
Coaches Manual***

**"PUT ME IN COACH, I'M READY TO PLAY TODAY"  
JOHN FOGARTY, "CENTERFIELD"**

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## SECTION 1

### INTRODUCTION

Dear Manager,

Welcome to Glastonbury Little League Baseball and thanks for committing the time you will be spending working this season with the youngsters on your team. As a team manager, you are the heart and soul of our program. With you lies the responsibility for its success.

It is the program's objective to teach baseball and sportsmanship, build self esteem in each player, to have fun, and to create in each player the desire to be the very best he or she can be. A positive attitude on your part, bearing in mind at all times that every action should be based on what is best for the youngsters, will take us to these goals.

Glastonbury Little League has maintained a tradition of sportsmanship throughout its history. Managers must regard each other as teammates on the field of play, working towards the common goal of success for every player. ***Success is not measured by wins and losses but by the positive learning experiences you give to your players. A lost ballgame should never be regarded as a failure.***

Your commitment and your sacrifice of personal time are both recognized and deeply appreciated.

***Enjoy your kids, have fun, and good luck!!!***

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**Don Longtin, President 860-643-9165**

The manual pages which follow provide guidelines and rules for the conduct of the TEE LEAGUE DIVISION. These pages are not meant to be all inclusive, rather they are intended to be ready reference for information needed during the course of the season. They should be carefully read and understood to avoid doubts on the field of play. Please be sure that any coaches or assistants you have helping you read and abide by this manual as well. In the event of a conflict between this manual and other documents, the provisions which follow shall govern.

## **A Good Manager Should.....**

**Reflect an understanding of the age group they supervise.**

**Be aware that they are an example to the players.**

Demonstrate they have an appreciation of the philosophy of Glastonbury Little League and cooperate with others in making the program benefit all the players.

Show by example that they respect the judgment and the position of the authority of the umpire.

Exercise their leadership role adequately but leave the game in the hands of the players.

Encourage their players at every opportunity.

**Instill in each player self-confidence, a desire to improve and to impart as much baseball knowledge as possible.**

Encourage good health habits, care of uniforms and equipment. Do not allow vulgar language on the bench or field.

Be instrumental in shaping acceptable behavior whether the team wins or loses.

Know and play by the rules of Glastonbury Little League. Instill in the players a respect for the rules of the game.

Be calm, courteous and use sound judgment during an on field discussion, basing all actions on which is in the best interest of all youngsters involved. These discussions should be low key.

Help maintain control of spectator behavior. Lead by example.

***Provide the opportunity for players to play the position they desire.***

NOTE: The above and everything which follows in this manual must be communicated to League approved coaches and/or assistants by the Manager.

*Glastonbury Little League strives to have **Sportsmanship** be the hallmark of its program. Little League has three traits noted in its emblem. They are Courage, Loyalty and **Character**. While a Little League coach is not expected to take on a parent role for all of his/her players, he/she is in a unique position to serve as a positive role model. With the belief that Character is closely linked to good Sportsmanship behavior, the following suggestions for fostering player character are listed.*

- 1. Be vigilant about preventing and stopping scapegoating of one player by other players*
- 2. Recognize the achievements of your players other than baseball such as academic, artistic, etc.*
- 3. Create a positive code of behavior for your team*
- 4. Promote players supporting their teammates. Have a "Sportsmanship of the Game" prize*
- 5. Teach respect for the condition of the facilities. Have players help you clean up the dugout area after games and practices.*
- 6. Do not accept swearing, vulgar or obscene language on your team*
- 7. Strive to be consistent with all players; avoid allowing personal feelings to interfere with fairness*
- 8. Teach your players respect and courtesy towards their teammates, umpires and opponents*
- 9. Emphasize at the first practice the importance of working hard and striving for personal and team goals.*
- 10. Use constructive criticism, tempered by compassion. Help players do the same with each other.*
- 11. Lead by example, respect the rules of baseball, local rules and umpires' judgments*
- 12. Provide structure to your team, assure that the League dress code is observed with the players wearing the supplied uniforms properly and shirts are tucked in*
- 13 Promote academics, ask the players how they are doing in school, what is there favorite subject, etc.*
- 14. Create clear team expectations. Recognize the fact when players meet or exceed them.*
- 15. Encourage players to volunteer for extra duties such as carrying equipment to your car or the equipment box, participating in fund-raisers, calling teammates, keeping dugouts orderly.*

## SECTION 2 SAFETY

The GLL Safety Officers is Don Longtin 643-9165. The following safety rules apply in all games AND practices

1. During practices, players should be spaced so that no one is endangered by wild throws, missed catches, or batted balls.
2. Collisions between players should be avoided by teaching the players to call for the ball.
3. Players must not wear watches, rings, or other jewelry, or items that could cause injury while playing ball.
4. Catchers must wear a Batting helmet with a mask
5. Commensurate with our liability insurance requirements and background checks procedures, only League players, managers, and coaches must be on the field during practice sessions and games. Managers and coaches must have completed the Volunteer Application Form and local form for GLL processing of the NSOPR and local police background checks.
6. Bats, helmets, and other equipment should be kept well removed from the playing field.
7. Players should be kept on the team bench when not playing. **NO SPECTATORS WILL BE ALLOWED BETWEEN THE TEAM BENCH AND THE PLAYING FIELD OR AT THE TEAM BENCH.**
8. At no time should horseplay be permitted on the playing field or on the bench.
9. The on deck position is not allowed. Managers are responsible for implementing this rule. Umpires are instructed to enforce this rule
10. Do not play when lightning or the threat of lightning is present.
11. **Non collision rule:** Base runners must avoid collisions with a fielding player when the fielding player is attempting to field a thrown or batted ball or make a tag by either sliding into home plate or bases or by using other means. ***This is not a must slide rule but rather it is a non-collision rule.*** Players running into a fielder attempting a tag put out shall be declared out for interference. Runners who avoid a fielder standing in the base path not making a play shall be safe by virtue of fielder interference. The umpire's judgment shall prevail. ***In all cases, the runner is out when there is a collision.***
12. The League will supply a first aid kit and ice packs Field equipment boxes.. Call the Equipment Director 860-430-1601 or the League President 643-9165 to replenish this kit.
13. Use the supplied surgical gloves in the first aid kit whenever dealing with any open cut.
14. **ACCIDENTS:** Managers should use the first aid kit for minor accidents. In the event of a major accident, the manager should immediately call the police and ambulance service at 911 and assure a physician attends to the player. If the parents are not at the field, the manager should notify the parents as soon as possible. He must then promptly report the accident to the Safety Officers noted above as well as the League president, at 860-643-9165
15. Promptly report any safety problem and potential safety problem to the Safety Officers noted above. Managers and coaches are to inspect the playing equipment before any game and report missing and/or damaged equipment to the League Equipment Director at 657-8998.
16. Managers are to be aware of special medical needs, if any, of all their players, e.g. allergies, diabetic, bee stings, etc.
17. Bring the player's phone list at every game and practice in case of emergency.
18. Never leave a young player unattended after a game or practice. If you drive her/him home after the game or practice, assure that the player enters the home and someone is there before you leave.
19. Assure team players are wearing seat belts if you are providing them transportation
20. Coach or team manager is to survey the field prior to that start of any game or practice for safety hazards.
21. Parents who are ill, e.g., colds, flu, etc, are not to work in the Ross Field Concession Stand
22. Smoking and alcoholic beverages are not allowed at any of our ball fields

23. Managers and coaches will undergo basic First Aid kit administration training offered by the TOWN Nurse at the annual Coaches Meetings in mid March.
24. Team meetings during games are to be held in the safety of the dugout and not on the field
25. Do not place players names on their team uniform shirts or jerseys

### **-LIGHTNING FACTS AND SAFETY TIPS**

- 1) To determine how far away a lightning strike is, count the number of seconds between the flash and when you hear the rumble of thunder. Divide this number by 5 to get the distance (in miles) lightning is away from you. (i.e. count to 5 and storm is ONE (1) MILE AWAY!!
- 2) Once the lightning is 6 miles away (30 seconds between lightning flash and thunder), take shelter!
- 3) Outside activities should not be resumed until 30 minutes after the last audible thunder as lightning can strike up to 20 miles from the storm cell.
- 4) Take shelter in a safe building like a large enclosed structure or an automobile. Do **NOT** take shelter in a baseball dugout, picnic shelter or under a tree.
- 5) Know the forecast. If the forecast calls for thunderstorms, be on the lookout for threatening skies and be prepared to take shelter if dangerous weather approaches. Bring a transistor radio...listed to AM band for static or get live-local weather updates every 10 minutes from WTIC NEWS-TALK 1080.
- 6) Even though the thunderstorm may be as far away as 20 miles, a “bolt from the blue” can happen. If hair on people’s head or body “stands up”, even if it’s sunny where you are, lightning is about to strike...take shelter.
- 7) If someone is struck by lightning, call 911 immediately. If the victim has no pulse for 20-30 seconds, start CPR. But make sure the safety of others is not jeopardized. It is unsafe to be outside if a thunderstorm is near or in progress (lightning **can** strike in the same place twice).

*Lightning kills more people each year (80-100) than tornadoes and hurricanes combined*

# **SAFETY**

## **Safety Coach Guidelines**

**Safety Coach:** One coach shall be designated the Team Safety Coach. A league provided cap would be used to maintain visible emphasis on safety.

**Why a safety coach:** GLL has an excellent record regarding player injuries, however there have been incidents that could have been avoided by more visible and preventive actions. Therefore, GLL is adopting a policy to elevate the importance of safety by assigning Safety Coach to each of its teams in every division of play.

**Responsibility:** Implementing Glastonbury Little League Safety Policy. Highlights are listed below – see Section 2 of the GLL Coaches Manual for additional description.

### **Accidents**

Evaluate the extent of the injury. Excessive bleeding/suspected bone injury or other major injury, call 911. Direct all other players away. Stay with injured player until help arrives and direct the responding officer to the player. Notify parents. Maintain an account of the incident and report to League President and Board Safety Officer as soon as practical.

Treat minor injuries (cuts, abrasions, etc with first aid kit)

### **Preventive Action**

- Bring the player's phone contact list to every game and practice along with cell phone.
- Become aware of players special medical needs (i.e. allergies, bee stings, etc)
- Never leave a player unattended after game or practice (thru Junior League).
- Dugout Discipline – Assure all coaches remain IN the dugout during game situations, entry shall be unobstructed, bats in bat racks, and equipment bags hung or stored under benches.
- Assure no On-Deck Batters, no person shall handle a bat during the game unless they are at the plate or approaching the batters box
- Assure base runners and base coaches are wearing league-approved helmets. Bats shall be clear of the playing area. Catchers must wear full protective gear (masks with throat guard, shin guards, chest protectors and cups) when catching or warming up pitchers.
- Assure players are not wearing watches, rings, or jewelry during the game.
- Reinforce the umpire's decision to call games for lightning and darkness
- Evaluate playability of the field and condition of the equipment prior to games. Report unsafe field and equipment conditions to Safety Officer and/or League President
- Ensure a replenished first aid kit is available for minor accidents
- Assure field equipment box is closed and latched during games
- Assure that only League approved individuals are acting as coaches during games and practices

### **Education**

- Prohibit head first slides
- Monitor batter count for maximum number of batters faced by one pitcher
- Collision avoidance – call for the ball when fielding; proper slides in base running situations.
- Proper release of bat after a hit (no thrown bat)
- Don't turn your back on the baseball!
- Proper catcher position: equipment forward, fist behind gloved hand or shin guard.
- Stress location and change of speed for pitchers – curve balls must not be used in this league.
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## **Glastonbury Little League Child Abuse Awareness and Reporting Policy**

### **Legislative Mandates**

The State of Connecticut and the Federal government both have legislated mandates pertaining to the reporting of instances of Child Abuse by all individuals in positions of interacting with children. **The safety and well-being of all participants in the GLL program is paramount.**

As adults, we want to ensure that the young people playing in our program are able to grow up happy, healthy and, above all, safe. Whether they are our children, or the children of others, each of us has a responsibility to protect them. Unfortunately, there are those who would seek to do harm to these children, to rob them of their right to feel safe and grow up in a free and healthy environment. As a result of the Federal legislation and combined with Connecticut law, those interacting with children must act as mandatory reporters and therefore, they are required to report or cause a report to be made when, they have reasonable cause to suspect or believe that a child under the age of 18 has been abused, neglected or is placed in imminent risk of serious harm. (Connecticut General Statutes §17a-101a) or where child abuse occurs where a child has had physical injury inflicted upon him or her other than by accidental means, has injuries at variance with history given of them, or is in a condition resulting in maltreatment, such as, but not limited to, malnutrition, sexual molestation or exploitation, deprivation of necessities, emotional maltreatment or cruel punishment. (Connecticut General Statutes §46b-120) or where child neglect occurs where a child has been abandoned, is being denied proper care and attention physically, emotionally, or morally, or is being permitted to live under conditions, circumstances or associations injurious to his well-being. (Connecticut General Statutes §46b-120). With this in mind, we need to better understand what child abuse is.

### **What is Child Abuse?**

Defining child abuse is the first step in battling it. Child abuse can take several different forms:

Physical abuse of a child is when a parent or caregiver causes any non-accidental physical injury to a child.

There are many signs of physical abuse. If you see any of the following signs, please get help right away. Signs of physical abuse in a child:

#### ***Physical:***

- Any injury to a child who is not crawling yet
- Visible and severe injuries
- Injuries at different stages of healing
- On different surfaces of the body
- Unexplained or explained in a way that doesn't make sense
- Distinctive shape
- Frequency, timing and history of injuries (frequent, after weekends, vacations, school absences)

#### ***Behavioral:***

- Aggression toward peers, pets, other animals
- Seems afraid of parents or other adults
- Fear, withdrawal, depression, anxiety
- Wears long sleeves out of season
- Violent themes in fantasy, art, etc.
- Nightmares, insomnia
- Reports injury, severe discipline
- Immaturity, acting out, emotional and behavior extremes
- Self-destructive behavior or attitudes

28.3% of adults report being physically abused as a child.<sup>1</sup>

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<sup>1</sup> Statistic provided by Childhelp.org

Sexual abuse occurs when an adult uses a child for sexual purposes or involves a child in sexual acts. It also includes when a child who is older or more powerful uses another child for sexual gratification or excitement. Signs of sexual abuse of a child:

**Physical:**

- Difficulty sitting, walking, bowel problems
- Torn, stained, bloody undergarments
- Bleeding, bruises, pain, swelling, itching of genital area
- Frequent urinary tract infections or yeast infections
- Any sexually transmitted disease or related symptoms

**Behavioral:**

- Doesn't want to change clothes (e.g., for P.E.)
- Withdrawn, depressed, anxious
- Eating disorders, preoccupation with body
- Aggression, delinquency, poor peer relationships
- Poor self-image, poor self-care, lack of confidence
- Sudden absenteeism, decline in school performance
- Substance abuse, running away, recklessness, suicide attempts
- Sleep disturbance, fear of bedtime, nightmares, bed wetting (at advanced age)
- Sexual acting out, excessive masturbation
- Unusual or repetitive soothing behaviors (hand-washing, pacing, rocking, etc.)
- Sexual behavior or knowledge that is advanced or unusual
- Reports sexual abuse

20.7% of adults report being sexually abused as a child.<sup>2</sup>

Definition of Child Sexual Abuse. Child Sexual Abuse can be defined as the exploitation of a child by an older child, teen, or adult for the personal gratification of the abusive individual. This form of abuse could involve a range of sexual activities, from touching to non-touching offenses, and may also include acts that are considered non-sexual but are done for the gratification of the abuser. This might include talking to a child in a sexually explicit way, voyeurism, or exposure of private parts to a victim and/or victim's exposure of his or her private parts

When a parent or caregiver harms a child's mental and social development, or causes severe emotional harm, it is considered emotional abuse. While a single incident may be abuse, most often emotional abuse is a pattern of behavior that causes damage over time.

Signs of emotional abuse in a child:

**Physical:**

- Delays in development
- Wetting bed, pants
- Speech disorders
- Health problems like ulcers, skin disorders
- Obesity and weight fluctuation

**Behavioral:**

- Habits like sucking, biting, rocking
- Learning disabilities and developmental delays
- Overly compliant or defensive
- Extreme emotions, aggression, withdrawal
- Anxieties, phobias, sleep disorders

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<sup>2</sup> Statistic provided by Childhelp.org

- Destructive or anti-social behaviors (violence, cruelty, vandalism, stealing, cheating, lying)
- Behavior that is inappropriate for age (too adult, too infantile)
- Suicidal thoughts and behaviors

10.6% of adults report being emotionally abused as a child.<sup>3</sup>

Child neglect is when a parent or caregiver does not give the care, supervision, affection and support needed for a child's health, safety and well-being. Child neglect includes:

- Physical neglect and inadequate supervision. Examples of physical neglect:
  - Deserting a child or refusing to take custody of a child who is under your care
  - Repeatedly leaving a child in another's custody for days or weeks at a time
  - Failing to provide enough healthy food and drink
  - Failing to provide clothes that are appropriate to the weather
  - Failing to ensure adequate personal hygiene
  - Not supervising a child appropriately
  - Leaving the child with an inappropriate caregiver
  - Exposing a child to unsafe/unsanitary environments or situations
- Emotional neglect. Examples of emotional neglect:
  - Ignoring a child's need for attention, affection and emotional support
  - Exposing a child to extreme or frequent violence, especially domestic violence
  - Permitting a child to use drugs, use alcohol, or engage in crime
  - Keeping a child isolated from friends and loved ones
- Medical neglect. Examples of medical neglect:
  - Not taking child to hospital or appropriate medical professional for serious illness or injury
  - Keeping a child from getting needed treatment
  - Not providing preventative medical and dental care
  - Failing to follow medical recommendations for a child

While a single indicator may not be cause for alarm, children who are neglected often show that they need help:

- Clothing that is the wrong size, in disrepair, dirty, or not right for the weather
- Often hungry, stockpiles food, seeks food, may even show signs of malnutrition (like distended belly, protruding bones)
- Very low body weight, height for age
- Often tired, sleepy, listless
- Hygiene problems, body odor
- Talks about caring for younger siblings, not having a caregiver at home
- Untreated medical and dental problems, incomplete immunizations
- Truancy, frequently incomplete homework, frequent changes of school

A crucial step in stopping child abuse before it happens is knowing who might be a child abuser, and where child abuse might happen. For better or worse, the answer to each question is simple. Where can it happen? Anywhere. Who could be a child abuser? Anyone.

### **Who are the reporters?**

The legislatively adopted Federal "Protecting Young Victims from Sexual Abuse and Safe Sport Act of 2017" mandates that all amateur sports organizations, which participate in an interstate or international amateur athletic competition and whose membership includes any adult who is in regular contact with an amateur athlete who is a minor must report suspected child abuse, including sexual abuse, within 24 hours to law enforcement.

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<sup>3</sup> Statistic provided by Childhelp.org

In the case of Glastonbury Little League, this would be ADULT(over 18 years old) Administrators, Coaches, Managers, Umpires, Concession Staff. An individual who is required, but fails, to report suspected child sexual abuse is subject to criminal penalties. If an individual suspects a case of abuse within GLL, they should report it within 12 hours of the alleged incident to the appropriate child services organization and/or local law enforcement as well as, GLL President and CT. District 7 Administrator. There is a “safe harbor” for good faith reporting,

### **Immunity from liability.**

Concern is often expressed over the potential for criminal or civil liability if a report of abuse is subsequently found to be unsubstantiated. However, we want adults and Little Leaguers to understand that they shouldn't be afraid to come forward in these cases, even if it isn't required and even if there is a possibility of being wrong. All states provide immunity from liability to those who report suspected child abuse in “good faith.” At the same time, there are also rules in place to protect adults who prove to have been inappropriately accused. Little League policies prohibit retaliation of any kind when a good faith report of child abuse is made. Reports of Child abuse will be handled in a confidential manner by the recipients of those reports.

### **Resources for Reporting Child Abuse**

**GLL President,** Don Longtin; [little.league01@cox.net](mailto:little.league01@cox.net); 860-643-9165

**CT 7 District Administrator:** Bill Howard; 860-289-1422; [Billd7ct@comcast.net](mailto:Billd7ct@comcast.net)

**Glastonbury Police Dept:** 860-633-8301

**State of CT: DCF;** (DCF 136 form) within 48 hours after that, both to the DCF Careline, **1-800-842-2288**. The written report form is available on the DCF website at [http://www.ct.gov/dcf/lib/dcf/policy/forms/DCF-136\\_Rev\\_05\\_2015.pdf](http://www.ct.gov/dcf/lib/dcf/policy/forms/DCF-136_Rev_05_2015.pdf) or one can be requested when an oral report is made to the DCF Careline.

### **Additional information on Child Abuse Education/Prevention/Reporting**

*National Little League;* [www.Littleleague.org/childprotection](http://www.Littleleague.org/childprotection)

*The National Center for Missing & Exploited Children's CyberTipline* 1-800-THE-LOST (1-800-843-5678)

*The Childhelp National Child Abuse Hotline;* [www.childhelp.org/pages/hotline-home](http://www.childhelp.org/pages/hotline-home); 1-800-4-A-CHILD (1-800-422-4453)

*Stop It Now!'* [www.stopitnow.org/help#contact](http://www.stopitnow.org/help#contact); 1-888-PREVENT (1-888-773-8368)

### **Food and Drinks (Nutrition) Provided by the Glastonbury Health Department**

1. Encourage that each player have a water bottle with water (not juice, sports drinks\*, or soda) available at each practice or game. This water bottle should be labeled with their name. Discourage the use of large water coolers or the sharing of water bottles. \*Sports drinks should be encouraged over water if the weather is warm or the players are going to be doing strenuous physical activity for more than 30 minutes.
2. If snacks are part of an event encourage the players to avoid items high in sugar, salt, and/or fat. Choose healthy snacks.
3. Do not use food as a reward or punishment during a practice or a game.
4. Concession Stands, Celebrations, and Fund Raisers

A. Give customers/players an opportunity to choose foods with high nutrition value at all team functions when food is served and at concession stands.

- Always have water as a drink option and discourage soda, sports drinks, vitamin drinks, flavored water with artificial or natural sweetener
- Encourage the consumption of appropriate serving sizes
- Encourage healthy snacks and meals such as trail mix, nuts, low-fat cheese, low fat crackers, baked (not fried) chips and pretzels, low sugar cereal, graham crackers, fresh fruit, sorbet, bagels, whole wheat buns and bagels, low fat condiments, salads, consider vegetarian options

B. Discourage fund raisers that require the sale of low nutritional value foods such as candy, consider non-food options.

C. Celebrations do not have to include food. If food is served consider some of the healthy options listed above.

D. Parents: Make parents/guardians aware of policy so they can further reinforce healthy options.

Encourage parents to comply with league recommendations when providing food for a league event.

E. Parents that are ill should not staff the Ross Field Concession Stand or serve snacks or food to the players.

## SECTION 3

### FIELD DECORUM

The actions and statements of managers, coaches, and umpires must be above reproach.

Managers are responsible for the actions of their players.

Positive cheering for one's team is encouraged. Negative cheering the opposing team is prohibited.

**Uniformed players and umpires only are permitted within the confines of the playing field during play.**

Players shall be on the bench when their team is at bat and when they are not batting or running.

When the team is on defense the reserve players shall be on the bench unless instructed by the team Manager. Managers and coaches will not leave the bench area except to confer with a player or umpire.

### PROTESTING GAMES

Every precaution should be taken to avoid situations which warrant the protesting of a game. Protesting a game must be a last resort. At this level of baseball, they really should not occur. Problems are to be reported to the League President for resolution.

### PLAYER DISCIPLINE

Suspension of a player is an extreme action and is allowed only with prior approval of the League President. Missing of previous practices or games shall not be reason for loss of playing time. Disciplinary action during a game should be taken only after careful consideration. The League President must be notified of these actions.

### Expiditing Games

Managers and coaches have a responsibility to their players, their families and to the next game teams to expedite the playing of their games. The following are measures that expedite games and must be adhered to.

- Have the batting lineup and defensive line up ready and posted for all to see prior to the game. Do not assign defensive positions on an inning to inning basis. Assure all players are prepared to go on the field immediately at the start of the defensive half inning.
- Do not hold half inning team meetings or cheers on the field, hold them in the protection of the dugout. The former is also an unsafe practice
- The next defensive half inning catcher must be in the dugout with the catching gear donned. after one out on his/her team. Replace this player with a pinch runner if necessary. Exception, that player is at bat.
- Games must be started at the stated scheduled times unless delayed by a previous game. On field pre-game warm-ups are not allowed if they delay the starting of the game on time.
- The next batter is to be wearing her/his helmet and know where his/her bat is, but not in hand
- Place the field equipment in an orderly fashion in the dugout so as it can be easily located by players. Place the equipment in the dugout bag after the game and return same to the box.
- Do not use an excessive amount nor lengthy timeouts for individual player training
- Limit the amount of warmup pitches to 6 between innings.

## SECTION 4

### TEAM EQUIPMENT/UNIFORMS

#### EQUIPMENT

Equipment for play will be maintained at each field in green field boxes located behind the backstop. The equipment will consist of two tees, catchers protective head gear, several bats, bases, ice packs, and a first aid kit. Helmets and catcher's gear are to be shared by teams which will exchange them at each half-inning.

Each manager will receive a equipment box key, a scorebook, several practice balls, and sufficient new baseballs for the season from the League President. The home team manager will supply two new balls for each league game. The home team manager is responsible to set out the field equipment for games bases, umpires' gear, teams' equipment and to replace it at the end of the game and lock the equipment box. **The box must be kept locked during the game.**

The manager should notify the League President if equipment replacements are required at any field during the season.

#### UNIFORMS

The League Supervisor(s) will supply uniform shirts and hats for each team. Shirts and hats are kept by the players.

**ALL USED BALLS AND KEYS MUST BE RETURNED TO ROSS FIELD IMMEDIATELY AFTER THE LAST GAME** New and used balls are League property and are not to be kept or given to players. They are next season's practice balls.

**NAMES OF PLAYERS ARE NOT TO BE PLACED ON THE TEAM SHIRTS**

## SECTION 5

### **GAME POSTPONEMENTS AND CANCELLATIONS**

When the weather is questionable, call the League Commissioner. Managers may use their good judgment in postponing games because of inclement weather. **Games are not to be postponed due to key players or Coaches not being available.** *If the League approved manager or Coach is not available for a game, the manager is to notify the League President who will supply a substitute Manager. Little League rules and insurance prohibits the use of non approved/non insured personnel coaching teams.* **The only viable reason for game postponement is inclement weather.** *Lack of adequate number of players will result in forfeiture. Managers are not to re-schedule games without prior League approval.*

### **TEE LEAGUE RAIN MAKE UPS**

The two managers will agree on which date the game is to be made up derived from the **Practice and Rain Make Up Schedule available on our web site**. Rained-out practice games need not be made up. Managers are urged to take full advantage of the scheduled practices to become acquainted with their team.

We can all be sure that some, hopefully not many, of our games will be rained out during the course of the season. For that purpose, rain make-up dates are available. To minimize tightly packed make-up games in late season, you are urged to make up games as early as possible. **ALL RAINED OUT GAMES MUST BE MADE UP** in order to have every team play a full schedule. The process for arranging a make up game is as follows:

**The two managers will agree on which date the game is to be made up.**

**One of the managers involved will call the League President to reserve a field for that game.**

If in the judgment of the League President the date selected by the two managers is not the best available date, the League President has the right to overrule that date and schedule the make-up as he sees fit.

Rain make-up games will pre-empt practices. It is suggested that the next available practice date for either team be used for a rain make-up if it does not conflict with another game. Fields for additional team practices during the course of the regular season can be reserved by calling the President. Make-up games will have priority, but managers are encouraged to make use of the fields for practice and to give the players maximum baseball time. More baseball is learned in practices than in game situations.

## SCOREKEEPING

Scores are not kept at the Tee League level. A scorebook is however provided. The book is issued so as to list the batting order for each game and to manage the game. The basic purpose of this procedure is to assure that the game to game rotation of the batting order as explained in the Rules Section of this Manual is adhered to.



## SECTION 6

### **TEE LEAGUE PLAYER ASSIGNMENT**

Players whose parent is coaching will be placed on the parent's team. Brothers and sisters are also placed on the same teams. Players are placed on teams to achieve an equitable distribution of age groups. Efforts are made to meet individual player request to play with friends, which is important at this level and/or a particular coach and to form neighborhood and at best school district teams without creating imbalance in player age distribution. Eight year old players who have requested to play in the Minors are normally accommodated as well as those 9 year olds who request Tee League.

**Trading of players between teams must be approved by the League President. This approval must be obtained prior to any discussions between managers, parents or players.** Premature announcements of a trade may lead to disappointed players and parents. Player trades disrupts difficultly achieved player request accommodations, team balance and results in potential liability insurance issues with incorrect rosters submitted to the Williamsport headquarters.

New registrants are possible after the distribution of team rosters to the managers. These new players are assigned to teams who may have less players than the majority of teams and not necessarily on a team the player may have requested.

Managers will notify their players of their team assignments as soon as possible.

## SECTION 7

### RECORDING OF SCORES

The manager of each team is responsible for maintaining a scorebook for each game in team participates. He/she should score both his and the opposing team's line-up.

There shall be no publication of scores and standings in the Citizen or other publication. Any article/pictures for the newspaper shall be approved by the League President. This is to assure balanced publicity for all teams and for meeting League standards.

Games that run the full official game length and are tied when called for darkness or weather shall not be continued later.. Games called before they reach official game length shall be replayed later in their entirety.

### TEE LEAGUE DIVISION WINNERS

Standings in the Tee League will not be kept. **All participants will be awarded trophies by their coaches at the end of the season. Coaches are to pick their team trophies at Ross Field at the time and date indicated in the League activities schedule included in this Manual. This policy is implemented to reduce emphasis on winning at this age level. Trophies are to be awarded to the players at the last game of the season by the coaches. Coaches are to expect their Team Sponsor to be in attendance. The Sponsor is to be invited to participate in the awarding of trophies. There will be an optional Tee Trophy games at Ross on the Saturday of Memorial Day weekend**

### SPORTSMANSHIP AWARD

***This is our most important Award***

Each team shall nominate a winner for a Glastonbury Little League Sportsmanship Award. The winner shall have his/her name inscribed on the Wall of Fame at Ross Field. The basic selection criteria is that the player should demonstrate support for teammates, coachability, genuine enthusiasm for baseball respect for opponents and a consistent positive attitude.

**The Sportsmanship Award recipients will be participating in the Evan Simon Sportsmanship game prior to the Tee League All-Star game**

Do not make this an alternate selection to an all star pick.

## SECTION 8

### RULES APPLICABLE TO TEE LEAGUE PLAY

League approved Managers and Coaches, i.e. listed on the team roster, must know and abide by the following rules.

1. **Games will be 5 innings long.** Three innings must be played to constitute an official game except that 3-1/2 innings shall be an official game if the home team is leading and the game is shortened by rain, darkness, etc.
2. There shall be no base stealing.
3. Pitching is not allowed. The ball is to be hit off a tee.
4. Bunting is not allowed.
5. Special rules are as follows
  - A. Pitcher must have one foot on the mound until the ball is hit.
  - B. A player cannot play either the pitcher and first base positions for more than one inning. One swing of the bat constitutes one inning. With a reduced game roster, the number of opportunities for a player to play pitcher or first shall not exceed one more for any other player on the team.
  - C. A pitcher removed from the mound may not return to the mound even though he/she may remain in the game at another position except first base.
  - D. **Batter shall not hit until the umpires says swing**
  - E. There shall be no strikeouts called. The batter shall continue swinging until the ball has been properly hit
  - F. Hitting the tee does not constitute a hit ball. The ball must be cleanly hit in the judgment of the umpire for the batter and runner(s) to advance.
  - G. The hit ball must travel no less than half the distance between the plate and the mound to be judged playable by the umpire. If not, it shall be called a foul ball.
6. All players on the team for a given game are to be inserted in the batting order and will bat in an established batting order.
7. **The team's season batting order will be set at the first regular game and shall be maintained on a rotating basis. Specifically, the lead off batter in the first game will be the last batter in the second game and all other batters move up one position. The third game will follow the same rotation and so on for the remainder of the season. Players absent for a game shall not alter this sequence. Use of the scorebook to maintain record of this rotation is mandatory. All players and parents are advised of this rule.**
8. Play is stopped when a thrown ball **arrives** at home plate. See Rule 14 for runner advancement
9. **No player shall play no more than one inning than any other player. Completion of the game after 4-1/2 innings of play because the home team is ahead shall not be justification for violating this rule.**
10. The infield fly rule will not apply.

## Section 8 (continued)

11. If **8 players** have batted before the third out is made, the half inning shall be considered over. This applies regardless if a team has less than 8 players for the game.
12. Pinch runners are to be used only in case of an injury to the original runner.
13. **Adults including managers may not coach in either first or third base coaching boxes.** Coaches and managers are not to be on the playing field during the game but must be behind the bench fence. Only League approved individuals are allowed to coach the players
14. **A runner shall be awarded one base beyond the base he would have made, in the umpire's judgment, on a ball thrown out of bounds or to the catcher to stop play.** That runner must be in motion towards the base however and proceeds at his/her own risk . Out of bounds lines, normally an extension of the backstop, shall be agreed upon by the managers before the game.
- 16. Profanity by Coaches and players is forbidden. Violation will result in immediate ejection from the game and the ball park. The umpires judgment on profanity is final. Coaches are to assure that players are aware of this rule at the beginning of the season.**
- 17. No player shall sit on the bench for any consecutive defensive inning.**
- 18. Non collision rule:** Base runners must avoid collisions with a fielding player when the fielding player is attempting to field a thrown or batted ball or make a tag by either sliding into home plate or bases or by using other means. Players running into a fielder attempting a tag put out shall be declared out for interference. Runners who avoid a fielder standing in the base path not making a play shall be safe by virtue of fielder interference. The umpire's judgment shall prevail. ***In all cases, the runner is out when there is a collision.***
19. Eight or more players shall constitute a legal number of players to play a game.
20. Except where they conflict with the above rules, all official Little League rules for Tee League Baseball shall be observed.
21. **Individuals not authorized by the League, i.e., listed on the official team rosters, are not permitted to coach during games. .**
22. The above rules apply. Managers are not to develop individual rules. "That's the way we've been playing it" does not justify non-compliance to League rules. Recommendations for new and revised rules are welcome. They are a source of the aforementioned rules.
23. **Four outfielders will be used in this division. All outfielders must play back at least 15 feet from the outer edge of the infield grass and must not become extra infielders.**
24. **Every player is to play a minimum of two innings at a infield position, positions 1 though 6**
24. Infielders must not be more than 3 feet away from the first to second to third basepaths before the ball is hit by the batter.

25. No head first sliding is allowed when advancing to the next base. The runner shall be declared out when doing so. Diving back to the base the runner was occupying is allowed.
26. There shall be no on deck batter. The batter shall proceed from the team bench, pick up a bat and proceed directly to the batter's box.
27. *Players must be wearing the League supplied team uniform and hat in order to participate in a game. Failure to do so will be cause for ejection. Additionally team shirts must be tucked in.*

## SECTION 9

### TEE LEAGUE ALL STAR CAMP

There will be a mini baseball camp for players selected for Tee League All Stars. This week will culminate with an All Star game between the players selected. The Tee League managers will select one player from their teams. Each team will be represented at this Camp. Other players may be selected by League officials depending on the number of Tee League teams in any one season. Selection of players is to be based on playing ability, with secondary consideration given to enthusiasm for the game of baseball. Player age, having missed a some games and the possibility of "making it next season" shall not be a factor. **Players must be available during the last week before the completion of the regular season to participate in this Camp. Players are to be notified by the League only.**

**The purpose of the Camp and game is to showcase the players, sponsors and the Tee League division and to raise funds for a charitable cause such as the Jimmy Fund, or GLL's Field Improvement Fund**

### *Special League Activities and Fundraisers*

*Glastonbury Little League is a non-profit activity totally operated by volunteers and funded by registration and sponsorship fees as well as Fundraisers. Manager and parental support are critical in making the Fundraisers successful. All proceeds are used for League projects such as field improvements, equipment, etc. In order to properly coordinate these fundraisers with each team, a Team Parent(s) from every team should be appointed. The functions of the Team Parent will be to distribute League information to the players and their parents and to coordinate the following activities as applicable. Please refer to our web site [www.glastonburylittleleague.org](http://www.glastonburylittleleague.org) Calendar of Events for the current listing of activities and fundraisers*

Feb	21	Sun	7:30-11:30am	GHS Gym	GLL Baseball Clinic
Mar	1	Mon	7:00pm	GHS B102	JR/SR Coach Meeting
Mar	2	Tue	7:00pm	SMSCafé	Major Managers Meeting
Mar	3	Wed	7:00pm	SMSCafé	Rookie Coach Meeting
Mar	4	Thurs	7:00pm	SMSCafé	Softball Maj Mgrs Meet
Mar	6	Sat	10:45a-6:15p	GHS Gym	Maj/JR/SR/Girls TO
Mar	8	Mon	5:30pm	SMS Main	Majors Tryout
Mar	15	Mon	7:00pm	GHS B102	Softball Majors Draft
Mar	16	Tue	7:00pm	SMSCafé	Tee Coach Meeting
Mar	16	Tue	7:30pm	GHS B102	Softball Tee Minors meet
Mar	17	Wed	6:30pm	SMSCafé	Major Draft
Mar	18	Thurs	7:00pm	SMSCafé	Minors Coach Meeting
Mar	18	Thurs	7:00	GHS B102	Jr/Sr Draft
Mar	20	Sat	12-2pm	Ross	Rookie equipment Pick up
Mar	20	Sat	12-2pm	Ross	Tee equipment Pick up
Mar	20	Sat	12-2pm	Ross	Majors/Jr/Sr/Girls equip pick up

Mar	23	Mon	TBA	All Fields	Spring Training Starts
Mar	31	Wed	7PM	<i>SMSCafé</i>	Umpire class training
<b>April</b>	<b>5</b>	<b>Mon</b>	<b>645pm</b>	<b>Hebron Gym</b>	<b>Umpire Gym training</b>
April	7	Wed	6pm	Ross Field	Umpire Field Training
April	7-9	W-F	9am	Ross Field	Work Days
April	23	Fri	6:30pm	Ross Field	Opening Night
April	24	Sat	9:30am	All Fields	All Teams Play
May	1	Fri	6:30-8pm	Web Site	Summer Camp Registrations
May	12	Wed	5:00-8:00	GHS Café	Spaghetti Supper
May	<b>21??</b>	Fri	6:30pm	Dunlin Donuts Stadium	Hartford Yard Goats
May	23	Sun	10:am	Gideon gym/field	Team Photos/Barbeque/HRP
May	31	Mon	8:15am	St Pauls Church Lot	Memorial Day Parade
May	31	Mon	6:00pm	Ross Field	SGT DeLuzio Wood Bat Game
June	4-5	Fri-Sat	4:00	RIVERFRONT	JR/SR Town Championship Games
June	5-6	Sun	All Day	Ross Field	Rookie Tournament Weekend
June	7	Mon	6:30pm	Web Site	Fall Ball Registrations
June	14	Mon	5:00pm	Ross Field	Tee Sportsmanship Game
June	12	Sat	11:45am	Ross Field	Minors Sportsmanship Game
June	12	Sat	2:00PM	Ross Field	Majors Sportsmanship
June	12	Sat	4:15pm	Ross Field	President's Cup
June	12	Sat	6:30pm	Ross Field	Town Championship
July	13	M-W-F	6:00pm	Butler Fields	Jim Goodwin Minors Camp Starts
July	23	Fri	6:00pm	Ross Field	Jim Goodwin Minors Camp Ends
July	26	Mon-Thu	6:00 p.m	Butler Fields	Pre-Minors Camp starts
July	30	Fri	6:00pm	Ross Field	Pre-Minor Camp Finale
Sept	12	Sun	3:30	Butler Fields	Sandlot-Every Sunday
Oct	13	Wed	6:30:pm	Gideon Audi/Café	Awards Night(next school yr)

## *The Glastonbury Little League Coach*

Little League, Inc of Williamsport, Pa. charges all local leagues to "make a determined effort to obtain the best adults available by Glastonbury Little League in its selection/non-selection process for coaching staff membership. The Criteria is presented in

- I. In season dismissal and rejection of coaching application
- II. Reduces potential for selection
- III. Enhances potential for selection

### ***I. In season dismissal and rejection of coaching application***

- A. Non-compliance with minimum playing time rules after one warning
- B. Continued use of profanity after one game ejection or warning
- C. Consistent confrontation with umpires, fellow coaches and parents
- D. Any physical altercation with player, parent, umpire and fellow coach
- E. Consistent negative interactions with players
- F. Consistent manipulation of rules to achieve game advantage, e. g., Ross Field curfew, game ending darkness, etc.
- G. Consistent abuse of equipment to demonstrate personal frustration
- H. Consistent non cooperation with League officials and responsibilities, e. g.
  1. does not return equipment completely or on time
  2. does not support fundraising activities
- I. Consumption of alcoholic beverages in the ball park or in the presence of the players

### ***II. Reduces potential for selection***

- A. Does not demonstrate minimum baseball knowledge adequate for coaching desired level of play
- B. Was ejected or warned for use of profanity
- C. Did not observe League's minimum playing time rules
- D. Demonstrated over emphasis on winning
- E. Had some confrontations with umpires, fellow coaches and parents
- F. Failed to return uniforms completely and on time
- G. Absent at inappropriate amount of games. Delegated coaching duties to non-indoctrinated and non proved individual
- H. Some negative interaction with players.
  - I. Consumption of alcoholic beverages in the ball park or in the presence of the players

### ***III. Enhances potential for selection***

- A. Consistent positive interactions with players
- B. Works well with umpires, fellow coaches, League officials and parents
- C. Has good baseball knowledge for coaching desired level of play
- D. Enthusiastically supports League Fund-raisers
- E. Returns equipment and uniforms completely and on time
- F. Observes and enhances minimum playing rules
- G. Demonstrates emphasis on development of players' baseball skills and self esteem rather than on winning
- H. Volunteers for non-coaching projects
- I. Demonstrates enthusiasm and respect for the game of baseball

## **Sponsor Recognition**

A team sponsor donates approximately \$20 to each team player in financially helping to provide the GLL baseball experience for that player. It is therefore befitting that each team recognizes their sponsor for their



support. That is currently accomplished by GLL placing the sponsor name on team uniforms, sponsors being noted on the Ross Field Sponsor Board and GLL website and in some divisions, in the Citizen with game write ups. GLL needs to supplement these current recognition efforts. Two methods are being added:

1. The sponsors name and email address will be placed on the team roster and the web site will issue game notices that are now received by coaches and players
2. Within the first 2 weeks of the season, the team Manager or designate will take a photo(cell phone can be used) of the team in uniform and email same to the sponsor with a note tating the team's appreciation. Stan Zwirn, <<mailto:szwirn@hotmail.com>> szwirn@hotmail.com, and Don Longtin, <<mailto:little.league01@cox.net>> little.league01@cox.net, are to be copied on the sponsor appreciation email

## *Section 11*

### **TRAINING AND DEVELOPMENT**

Glastonbury Little League has implemented a comprehensive and coordinated Player Training and Development Program. This Program is designed to have players achieve certain levels of skills in basic baseball fundamentals as they progress upwards in each of our Divisions of play. While building self esteem and providing enjoyment of the game is paramount in our philosophy, it is important for us to strive to impart as much baseball skills and knowledge as possible in each player.

#### **Conducting a succesfull practice**

Glastonbury Little League has been conducting All Star and Baseball Summer Camps for many seasons. Keeping all players busy and maximizing the amount of practice time available has proven to be the key to a successful season. Basically, for the first half of the practice, the team is divided in groups of three or four players. The groups are placed at different stations such as throwing, bunting, hitting, etc. After 10-12 minutes the groups are rotated to a different station. This format of the practice is used to develop team skills such as infield defense, relays, etc.

## Tee League Skills

Tee Leaguers are to be taught to use a level swing that produces line drives or hot grounders. Upward swings may be avoided. It is important to teach young batters to rotate their hips with the swing. A good indicator of good hip rotation is the hips pointing towards the pitcher. The eyes should remain on the ball on the tee and they should remain looking at the ball as it is going. This teaches the player to keep the head down, an important element in a proper baseball swing. Tee ball is played in the batter's box. This begins the development of a pull swing, in and out swing and a beginning to baseball strategy.

Players are to be taught to catch the ball with two hands at all times whenever possible. This increases the possibility of catching the ball.

Players are to be taught to field grounders with two hands with the glove down while waiting for the ball to arrive. This prepares them physically and mentally to field the ball.

Throwing must be done with an overhand motion and not sidearm. Teach the players to step towards the target with the front foot.

Baserunners are to be taught to over run first base only

Outfielders are to be taught never to hold the ball in the outfield. They should be taught to immediately relay it to the second baseman.

Aggressive base running should be instilled in the players. Players should be instructed to not "play checkers" on the bases. Running outs will occur along the learning curve. Advise your players to evaluate the defense on their own so that they can make the best decision.

Baseball Knowledge: Players should know what a force out at all bases is, what is a fly out is, what constitutes a score. The concept of tagging up after a fly ball catch should be introduced. Throwing ahead of the lead runner should be avoided.

## Fundamentals

Tee League fundamental skills described above are pictorially represented on the next pages to aid coaches in their teaching.

## PHILOSOPHY.....

Most importantly, the coach is to be sensitive to the physical and emotional needs of each player. He/She must stress the importance of *and confidence at the end of the season than at the beginning is the true measure of a successful youth sports program.*

Baseball Knowledge Tee Leaguers should have at the end of the season

## GLL Skills Progression

### From the Rookie Division

Know where the bases are

Know where the different defensive positions are

What is an out

What is being safe

What is being out

What is a run

What is a force out

What is a tag out

What is a fly out

What is a single, double, triple, homerun  
Catch the ball with two hands  
Know the baseball defensive ready body position  
Swing the bat level  
Throwing to first on a ground ball  
Know you can overrun first but not second or third  
Throwing basics including footwork  
Where is the coaches boxes  
Why are there coaches boxes  
What is a foul ball, a fair ball  
How to grip the ball

### **Tee Division**

*Review of Rookie Knowledge*  
*How many outs in an half inning*  
*Swing the bat level with proper body mechanics*  
*Learn to take the extra base*  
*Footwork included in throwing mechanics*  
*Execute force outs*  
*Introduce fly out tag ups*  
*Introduce base coaching skills*  
*Two hand catches with footwork*  
*Introduce backing up defensive plays*  
*Infielders covering the bases*  
*Throw ahead of the lead runner*  
*Defensive movement on batter's swing*  
*Runner ready position*