



*2023 Safety Manual*  
*California Little League*



*District 52*

*Players, Managers, Coaches, Volunteers & Parents*

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# Important Phone Numbers Emergency

Medical, Fire & Police..... 9-1-1

Seton Medical Center  
Coastside 600 Marine Blvd  
Moss Beach, CA 94038  
(650) 563-7100

Mills-Penninsula Medical  
Center 1501 Trousdale Dr #170  
Burlingame, CA 94010  
(650) 696-5446

Stanford Hospital  
900 Quarry Rd Ext  
PaloAlto, CA94304  
(650) 723-5111

San Mateo County Sheriff  
North Coast Substation  
500 California Ave  
Moss Beach, CA 94038  
(650) 573-2801

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Seton Medical Center  
1900 Sullivan Ave  
Daly City, CA 94019  
(650) 992-400

Sequoia Hospital  
170 Alameda de las Pulgas  
Redwood City CA 94062  
(650) 369-5811

SanMateo County Sheriff  
400 County Center  
Redwood City, CA 94063  
(650 )216-7676



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board of Directors

Voting Members	Name	Position (*Required)	Phone	Email
1	Kristina Keates	President*	415-205-2249	krishuey@gmail.com
2	Jon Rose	Vice President*	415-260-0464	jrose415@gmail.com
3	Anne Green	Secretary*	415-235-1104	green.anne.c@gmail.com
4	Anthony Sprotti	Treasurer*	650-787-3982	anthony.sprotti@gmail.com
5	Phil Gordon	Player Agent*	650-438-6580	Phil.gordon@hotmail.com
6	Sam Anderson	Safety Officer*		sanderson11782@gmail.com
7	Nicole Thompson	Coaching Coordinator*	707-363-9717	nicole.thompsonhmb@gmail.com
8		Umpire-in-Chief (U.I.C.)		
	Tony Riesen**	League Information Officer	408-483-5912	riesen67@gmail.com
9	Vera Rossi	Sponsorship / Fundraising Manager		vfr_19@yahoo.com
	Jody Miller Darla Cunha**	Concession Manager	650-484-6466	darlacunha4531@gmail.com Jody.Miller.sf@gmail.com
10	Emily Murtha	Communications - Marketing / Public Relations Manager / Social Media	650-520-0525	emily.ehrhardt@gmail.com
	Corey Gunning**	Fields	650-773-9084	gunnconstruction@yahoo.com
		Uniforms		
11	Breanna Lafontaine	Game Scheduler	831-682-1398	breannalafontaine@gmail.com
12	Alex Resh	Player Agent-TBall	650-520-9062	a.resh922@gmail.com
		Player Agent-AAA		
		Player Agent-Minors		
		Player Agent-Majors		
		Player Agent-Juniors		
	Steve Bacich	Challenger Division	650-218-5934	
	Anthony Sprotti	Fall Ball Coordinator	650-787-3982	anthony.sprotti@gmail.com
	Kelly Hoffman Davis**	Merchandise	650-678-8463	kelly@thegraphicworks.com
13	Cris Seva	Equipment / Awards	408-916-8555	crisseva23@yahoo.com
14	Justin Kern	Pictures / Yearbook	312-451-3302	Justinwkern@gmail.com
	Phil Hophan**	Event: Opening Day	650-388-0278	philhophan@gmail.com
	Phil Hophan**	Event: Closing Day	650-388-0278	
	Kristina Benjamin	Annual Celebration		kleijonflycht@gmail.com
		**Associate Members		



## Mission Statement

To provide a safe and positive playing experience for players, parents and volunteers and to assist youth in developing the qualities of citizenship, discipline, teamwork and physical well-being.

## About Us

Half Moon Bay Little League is a nonprofit organization that received its initial charter in 1969. Total operating expenses are approximately \$125,000 per year. Typical expenses incurred include uniforms and playing equipment, field maintenance, insurance, publications, and other support services. The funds to cover these expenses come from player registration fees, snack bar profits, the annual fund-raising event, Donor Club contributions, and Team, Scoreboard, T shirt & Associate sponsorship fees.

Half Moon Bay Little League is led by volunteers to provide a safe and friendly environment for our community's children to learn and enjoy the game of baseball. Our league focuses on creating and maintaining a safe, healthy and supportive baseball environment for all participants and spectators.



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## Code of Conduct

- The following Code of Conduct applies to all Players, Board of Directors members, Team Managers, Team Coaches, Parents (volunteers or spectators - remember, Coaches, you are responsible for this part, too), relatives, visitors and spectators, immediately before, at any time during or immediately after a practice, a game or a team party.
- I agree to never lay a hand upon, push, shove, strike or threaten to strike any •  
teammate, coach, official or spectator.
- I agree to never direct personal, verbal or physical abuse against any teammate, coach, official or spectator.
- I agree to never encourage teammates with abusive or derogatory comments about their opponents.
- I agree to never display verbal or physical displeasure at anything that happens during practice or a game (player mistakes or fumbles, umpire's or league official's calls, who won, who lost) in front of any teammates, coaches, officials or spectators.

- I agree to never throw gloves, helmets, hats, bats, balls in a forceful unsportsmanlike manner or to purposefully abuse any Little League-owned equipment.
- I agree to never use rough tactics during practice or a game.
- I agree to never physically attack any teammate, coach, official or spectator.  
Battery is a crime and the offender will be reported to the Half Moon Bay Police Department and charges will be filed by the HMBLL.
- I agree to never use profane, obscene or vulgar language against or about any teammate, coach, official or spectator.
- I agree to never arrive for a practice or a game intoxicated or in any way impaired by alcohol, medication (prescription, or not) or other pharmaceuticals.
- I agree to never tamper or manipulate, or attempt to tamper or manipulate, any league schedule, roster, draft position, selection, official scorebook, ranking, financial records or transactions.
- I agree to never publicly discuss with spectators any play, league decision or personal opinion of any players, opposing managers or coaches or any League Official, during the game, in a derogatory, negative or abusive manner.



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## Policy for Enforcement

Following is the procedure that shall be used for the resolution of alleged violations of the Half Moon Bay Little League Codes of Conduct. This procedure is applicable to all members of Half Moon Bay Little League including (but not limited to) members of the Board of Directors, coaches, managers, umpires, players, parents, and their guests.

1. The Code of Conduct Committee shall be composed of the President of the Board of Directors, the Umpire-in-Chief, and the Player Agent of the respective division in which the alleged violation occurred.
2. Alleged violations of the Half Moon Bay Little League Code of Conduct shall be

documented in writing and delivered to a representative of the League within 24 hours of the offense.

3. Player violations of the Code of Conduct shall be resolved by the team manager whenever possible. If an issue cannot be resolved, it shall be forwarded to the Player Agent of the division for appropriate action. The Player Agent of the respective division in which an alleged offense shall review the matter and attempt to resolve it.
4. If the Player Agent cannot resolve the problem, it shall be referred to the Code of Conduct Committee for resolution.
5. Should the Code of Conduct Committee review the matter and find the charge warranted, the following action will be taken:
6. **1st offense** - ejection for a minimum of one game
7. **2nd offense** - ejection for the rest of the season
8. **3rd offense** - person ineligible to return to Half Moon Bay Little League
9. Should a person be ejected for any part of the season, he or she may not be present at any Half Moon Bay Little League activity. This includes practices and ball games for a team that on which he or she participates or on which his or her child participates.
10. A person may appeal the decision of the manager, Player Agent, or Committee by documenting the appeal in writing and delivering it to the Code of Conduct Committee for review.



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# Safety

## General Rules

- Managers and Coaches are responsible for all activities, events and occurrences on the playing field when their respective teams are playing a game.
- All participants are responsible for player safety, security and morale on the playing field when their respective teams are playing a game.
- Any adult wishing to participate in the season (have regular contact with the children, help during practices or games) must submit a driver's license copy and have a background check *completed and passed* prior to beginning the season. Volunteer forms will be made available to any interested party.



- Accidents and injuries (including 'Near Misses') will be reported to the Safety Officer within 24-hours of the incident. The report may be via telephone or in person, with a follow-up email if requested.

*Sam Anderson*

*(650) 288-2660*

[mailto: samrogers82@gmail.com](mailto:samrogers82@gmail.com)

- At least two adults will be present at all activities involving the children (practices, warm-ups or games).
- No child shall be left unattended after games or practices.
- Managers and coaches will be adequately prepared to handle any injuries until emergency professionals (or adult responsible for the child) arrive on the scene.
- Managers will inquire among their players' parents and guardians to identify anyone certified in CPR for emergency situations.
- Managers and coaches shall have training in proper stretching techniques and recognizing overuse injuries.
- Managers and coaches shall have training in fundamentals on hitting, fielding, sliding and other baseball skills (at least one per team).
- First-aid kits will be issued to each manager and must be present at all practices and games, with additional supplies kept at the Snack Bar.



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## Safety

### General Rules cont'd

- Managers and coaches will not keep, protect, prepare, mix, be responsible for or

administer any form of pills, chews, elixirs, suspensions, syrups or medications, of any kind (prescription or over-the-counter), unless he or she is the parent/guardian of the child receiving the medication.

- Players must wear Little League-approved batting helmets anytime they bat (practice or game), run bases (practice or game), practice in the batting cages or spot for the bullpen.
- Batting helmets supplied by Half Moon Bay Little League shall have face guards and chin straps.
- Catchers must wear approved catcher's mask, gobbler throat guard, chest protector, thigh and shin guards, proper catcher's mitt and protective athletic cup when receiving pitches during practices, warm-ups at the plate or actual games. Any player who assumes the catcher's position at home plate without the proper protective gear will be called off the field and benched.
- Any equipment that is found to be broken or worn out must be removed from the field and not used during play. The Equipment Officer must be notified for replacement gear.
- All male players must, and female players should be encouraged to, wear protective cups and appropriate clothing at all practices and games. Players may not wear shorts, open-toed shoes or jewelry during practices or games. Players may only wear approved baseball cleats. Soccer shoes, riding boots or sneakers will not be permitted and any player wearing inappropriate shoes to a practice or game will be removed from the field and benched.
- Players will not sling or forcefully throw their bats after hitting a ball.
- All team equipment, during games and practices, shall be stored in the team dugout. During games, the bats should be retrieved by a specified player and returned to the dugout bat rack after each at-bat.
- Players designated as 'bat boys' or 'bat girls' must wear helmets when leaving the dugout to retrieve bats during a game.
- Players may not wear watches, rings, pins, necklaces, choke chains or metallic items during games or practices.



# Safety

## General Rules cont'd

- Parents of players who wear glasses should be encouraged to provide "safety glasses."
- Casts and/or Splints of any kind (hard, fiberglass, soft, cardboard) are not permitted on active game players. Players in casts or splints may, at the discretion of the Home Plate Umpire, be allowed to function as 'bat boy' or 'bat girl'.
- Alcohol, in any consumable form, is not permitted at any time, for any reason, on any of the five Smith Fields; in, on, around, near or at the Snack Shack/Restroom areas; in the small B-B-Q area at Smith Field 3; in the parking lot area during games; or in, on, around, near or at the Batting Cages or Equipment Containers.
- No dogs are allowed on any of the five Smith Fields; in, on, around, near or at the Snack Shack/restroom areas; in the small B-B-Q area at Smith Field 3; in the bleachers or any observation area during games or during practices; in the parking lot area during games; or in, on, around, near or at the Batting Cages or Equipment Containers.
- Only Seeing-Eye (Helper/Service dogs) are permitted at the Smith Field complex at any time.
  - Only Little League-approved equipment may be used or worn during practices or games. Modified or non-standard equipment is not permitted at any time.
- All non-wood bats must comply with the Little League Rules & Regulations. Effective on January 1, 2018, Little League Baseball® will adhere to the new USABat standard. No bats previously approved for use in Little League Play (Junior League Baseball and below) will be permitted to be used in any Little League game or practice, or other Little League function, event, or activity. For more information on the USABat standard and a complete list of bats approved through the USABat Standard, visit [usabat.com](http://usabat.com).
- Must be stamped with the "USA Baseball" Logo.





# Safety

## Practice & Play

- During warm-up drills, players should be spaced far enough apart so that no one else is endangered by inaccurate or 'wild' throws.
- Managers and coaches should make sure all players are alert and paying attention to their position responsibilities.
- "Horse play" is not allowed on the playing field.
- Managers and coaches should monitor changes at the catcher position, making certain that the gear is fitted properly to the new player.
- During sliding practice, bases should be loose or break away.
- Managers and coaches may not warm up pitchers before or during a game. A Little League player may only pitch to a Little League (properly outfitted) player.
- Managers and coaches will instruct players on the responsibilities of fielders' positions to avoid collisions on fly balls.
- Players should be taught proper evasive moves for a batter to avoid pitches thrown toward the head or upper body.
- Pitchers should be taught to land in balanced position after throwing in order to field their position and/or protect themselves from line drives.
- Players under the age of 14 should not throw Curve Balls.



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# Safety

## Facilities

- Only players, managers, coaches, umpires and approved volunteers (who have a Volunteer Application Form on file) are permitted on the playing field or in the dugout during games or practices.
- The playing field must be inspected before each before practice or game for hazards. Even if consecutive games occur on the same field, before each game, the field must be inspected for hazards. Hazards include, but are not limited to, rocks, broken glass or other foreign objects, mole holes, unsafe footing due to wet or slippery conditions, forgotten balls or other playing equipment. Each team should ideally have one person designated as the 'field inspector'. Ultimately, regardless of designation, the team coach who is leading the practice, or the lead coach during a game, is responsible for inspecting the field and determining it safe for play. There are two teams on the field and two coaches who must inspect, and agree, that the field is safe for play. Any question, concern or hazard should be noted, and a league official contacted. The League President and the League Safety Officer should be contacted immediately any time there is a suspension or cancellation of activities due to a field hazard.
- Practices or games will be called off or cancelled outright when lighting is inadequate (players can't see the ball), if weather is poor or if field conditions are deemed hazardous.

- All pregame 'warm-ups' will be within the confines of the playing field or designated area. Spectator areas, parking lots and dugouts are not places for playing catch, swinging bats or taking hitting practice.
- Equipment will be arranged in the storage sheds in an orderly manner.
- All chemicals or organic compounds should be properly labeled and sealed to prevent spillage or accidental poisoning.
- If available and used during practice, only managers and coaches will be allowed to operate pitching machines.
- Pitching machines are not allowed to be used during actual games and may not take the place of a pitcher during an actual game.
- Players, or any other children, must not be allowed to handle live or dead animals (mice, rats, frogs, birds) of any kind found anywhere around the facility (Smith Field Complex).
- Prior to the season, a Little League Facility Survey will be conducted, and all identified hazardous conditions will be corrected.

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# Safety

## Snack Bar Rules

- All snack bar volunteers must be trained in the Snack Bar Safety Code.
  - Only healthy workers will be allowed to work in the snack bar. Anyone who shows symptoms of disease (cramps, nausea, fever, vomiting, diarrhea, jaundice) or who has open sores or infected cuts on the hands will not be allowed in the snack bar.
- There will be no smoking in, around or near the Snack Bar.
- There will not be any horseplay in, around or near the Snack Bar.
- No one shall handle money and food in the same shift without proper hand washing between activities.

- All unwrapped or unopened food shall be thrown away.
- No prepared food shall be reused.
- All Snack Bar workers must wash their hands with hot soapy water and rinse their hands with clean water prior to handling food of any kind.
- There shall be a trash can in the immediate Snack Bar location and should be used as needed.
- Floors must be kept free of dirt and clutter.
- All utensils, food preparation and service equipment and counters, shall be washed with hot soapy water and then rinsed with clean water at the time the Snack Bar is closed.
- Floors must be swept after the Snack Bar is closed.
- All equipment will be turned off after the Snack Bar is closed.
- All electric appliances must be properly grounded and have a UL listed cord.



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# Safety

## Snack Bar Food Handling

- Cooking - Use a Food Thermometer. Refrigerated food should be brought to kept at **41°F** (or below) as quickly as possible. Hot food shall be kept at **140°F** (or above).

- Ground beef and Ground pork shall be cooked at an internal temp of **155°**. Poultry should be cooked at an internal temp of **165°F**.
  - *Most food borne illnesses from temporary events can be traced back to lapses in temperature control.*
- Handwashing - Frequent and thorough hand washing remains the first line of defense in preventing food borne disease. The use of disposable gloves can provide an additional barrier to contamination, but they are no substitute for hand washing!
- Hygiene - Workers should wear clean outer garments and should not smoke in the concession area. The use of hair restraints is recommended to prevent hair ending up in food products.
- Insect Control and Waste - Keep foods covered to protect them from insects and store pesticides away from foods. Place garbage and paper waste in a refuse container with a tight-fitting lid. Dispose of wastewater in an approved method (do not dump it outside). All water used should be potable water from an approved source.
- Food Storage and Cleanliness - Keep foods stored off the floor at least six inches
- When closing the Snack Bar, clean the entire Snack Bar area and discard unusable food.
- Any reports from players, parents or spectators about illness, fevers, intestinal upset, cramps, vomiting or any other such symptom that occurred after eating food purchased at the Snack Bar must be conveyed to the Safety Officer immediately.

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## Safety

### Do's & Don'ts



## Do

- ...remain calm
- ...reassure children who are injured, frightened or lost
- ...be aware that all eyes are looking to YOU for guidance and confidence •
- ...provide, or assist in obtaining, medical attention for those who require it
- ...encourage an attitude of alertness, hustle and enthusiasm as part of your training program
- ...emphasize that good sportsmanship and courtesy - necessary for a harmonious and safe environment
- ...know your limitations
- ...have access to a first-aid kit at all games and practices
- ...keep your "Safety Manual for Managers and Coaches" booklet with your first-aid kit
- ...assist those who require medical attention - when administering aid, remember to ○

**LOOK** for signs of injury (blood, black-and-blue deformity of joints).

- **LISTEN** to the injured describe what happened and what hurts. Before questioning, you may have to calm and soothe an excited child.
- **FEEL** gently and carefully around the injured area for signs of swelling or grating of broken bones.
- ...have your players' Medical Release Forms with you at all games and practices •
- ...make arrangements to have a cellular phone available during games/practices •
- ...report any safety hazard to the Safety Officer

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## **Do's & Don'ts cont'd**

### **Don't**

- ...panic or lose control of your emotions
- ...provide any food or beverages (other than water) without parental consent •

...hesitate in giving aid when needed

- ...be afraid to ask for help if you're not sure of the proper procedure •

...transport injured children or adults except in extreme emergencies • ...

leave an unattended child at a practice or game

- ...hesitate to report any present or potential safety hazard to the Safety Officer

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# Safety

## Keeping our Kids Safe

Any person over the age of eighteen (18) years, who is not a player, and who has regular direct contact with the teams, the players or the playing fields, must undergo a background screening through the Department of Justice's computer database.

Persons having contact with the teams, the players or the playing fields include - but are not limited to - managers, coaches, members of the Board of Directors, umpires, field maintenance personnel, special clinic instructors, guest sports lecturers, scoreboard repair personnel, caterers, performers at Opening Day and Closing Day ceremonies, volunteer or compensated in any way, shape or form.

Any person who meets any of the above criteria is required to fill out an application form and submit to a Department of Justice background screening. A government-issued photo

identification card must also be provided and copied as part of the application process.

The Department of Justice background screening will access the DOJ *nationwide* sex offender registry. Other criminal background screening will be conducted through the webserver *ChoicePoint*.

The results of the background screening will be confidential, mailed directly to the Season League President and the Season League Safety Officer. These two officials will review the screening results and will only inform applicants in the event of a discrepancy. If applicants do not receive contact from the Season League President or the Season League Safety Officer prior to Opening Day ceremonies, they can assume all results are negative and they may participate in the season's activities.

Should a screening come back positive for concerning results, the Season League President or the Season League Safety Officer will advise the applicant that he or she cannot participate in the season activities or be in anywhere on the playing fields while players or games are ongoing.

A list of 'cleared' persons will be posted on the main Smith Field bulletin board

It is the intention of HMBLL to provide 'Cleared' persons with a picture ID that must always be worn while engaged in HMBLL activities with players or on the fields.

Anyone without an HMBLL photo ID clearly displayed will not be permitted on the playing fields or in the dugouts while the players are present.

Umpires, while umpiring behind Home Plate may tuck their photo IDs inside their shirts when behind the plate. Coaches, managers and Board officials must always wear IDs.

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# Safety

## Batting Cage Rules

1. Only current, registered HMBLL players are allowed in the batting cage area.
2. Only current coaches and team volunteers, whose names are on the approved volunteer list are allowed in the batting cage area.
3. A coach or team volunteer must always accompany players in the batting cage area.
4. Only coaches or team volunteers can operate the pitching machines.
5. Only one player is allowed in each batting cage at a time. All other team players must wait outside of the fenced batting cage area.

6. All batting cage participants (players AND coaches or team volunteers) must wear batting helmets in the batting cage area.
7. Batting cages are designated for scheduled team practice or pre-game team warm-up only. NO individual or one-on-one use is permitted.
8. Pre-Game teams have priority over Scheduled Practice teams. Maximum time limit in cages, if another scheduled team is waiting, shall be:
  - a. Pre-Game Team Warm up – 20 minutes
  - b. Scheduled Team Practice – 45 minutes
9. One team per side of cage only.
10. When the team is finished using the batting cages, the coach or team volunteer must complete the following:
  - a. Turn off and cover the pitching machine(s)
  - b. Pick up all balls and place bucket(s) next to the batting machine
  - c. Turn off power supply switch located on the outside of the storage shed
  - d. LOCK THE GATE. Do not assume another team will use the cages after you
11. Failure to comply with any of the above batting cage rules will result in an automatic suspension of your team's batting cage privileges for one week. Repeat abuse will result in suspension for the remainder of the season.
12. Leaving the batting cage unlocked will result in a 1-week suspension of the offending team.

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## Gators

- Only authorized adults may drive the Field Gators at any of the five Smith ballfields. •

Authorized adults constitute the following:

- Any team coach
- Any team manager
- Any member of the Board (Voting or Associate)

- Any person cleared by Little League background check
- Only one rider, the driver, is permitted on a Field Gator at any one time. •

Players may not ride on the Field Gators at any time.

- Children may not ride on the Field Gators at any time.
- No one except the authorized Field Gator Mechanic may perform maintenance or repair work on any of the Field Gators.

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## Incident Reporting Procedures

Managers and coaches must report any incident that causes a player, manager, coach, umpire or spectator to receive medical treatment or first-aid.

All incidents must be reported to the Safety Officer within 24 hours of occurrence.

Initial reporting of incidents must be done in person or by phone call. Email is okay as a follow-up medium but is NOT acceptable for initial notification.

The incident report should contain the following information:

1. Name and phone number of the individual involved.
2. Date, time and location of the incident.
3. A detailed description of the incident.
4. A preliminary estimation of the extent of the injury.
5. Name and phone number of the person making the report.
6. An assessment of how, if possible, similar injuries might be avoided in the future.

The Safety Officer will write up an incident-tracking report based on this information and within 48 hours contact the injured party, or party's parents, as well as:

1. Inquire on the status of the injured party.
2. Verify the information received.
3. Obtain any other information the parents or player wish to convey.
4. Submit the final Incident Report to HMBLL Board of Directors' President.

**Safety Officer HMBLL 2020 Season:**

Sam Anderson  
(650) 288-2660  
[samrogers82@gmail.com](mailto:samrogers82@gmail.com)

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# Safety

## Warm-Up Drills

These drills were derived from publications and suggestions found in different and widely varied sources. They are not mandatory in the order, or manner, in which they are presented. These drills are recommendations only and all Managers and Coaches are responsible for developing their respective curriculum and players abilities.

The BMBLL will not take any responsibility, legal or otherwise, for any injuries sustained

from drills or practice techniques not otherwise clearly defined and detailed by Little League of America.

**Heel Cord Stretches** - Lean against a wall. Reach one leg behind you. Keep the knee straight, heel on the ground, and toes pointed forward. Slightly bend the leg that's closer to the wall. Lean forward. You should feel the stretch along the back of your calf. Repeat with other leg.

**Head and Neck Circles**- Make a circle with your head, going around first in one direction five times. Then reverse and make five circles in the opposite direction.

**Thigh Stretches #1**- Sit on the ground. Stretch both legs out in front of you. Reach forward, touching your toes. Eventually, you want to lean forward far enough to put your head on your knees. You should feel the stretch along the backs of your legs.

**Thigh Stretches #2** - Sit on the ground with one leg stretched out in front of you. Bend the other knee and put your foot behind you. Lean backwards. You should feel the stretch along the front of your thigh.

**Shoulder Stretches #1** - Stand or sit, holding your throwing arm at the wrist with your other hand. Put your arm over your head and pull gently, feeling your upper arm against your head. You should feel the stretch inside your shoulder.

**Shoulder Stretches #2**- Stand or sit, holding onto the elbow of your throwing arm with your other hand. Gently pull your throwing arm across your chest. You should feel the stretch inside your shoulder, especially at the back.

**Shoulder Stretches #3** - Stand or sit with your pitching arm out to the side and your elbow bent. Move your arm back until you feel the stretch in the front of your shoulder.

## Safety

### Warm-Up Drills cont'd

**Low Back Stretches**- Lie on your back, bring one knee up and pull the knee slowly toward your chest. Hold and repeat three times. Switch legs and repeat.

**Light Jog** - Take one light jog around the field or from home to the foul pole and back.

**Throwing Warm-Up #1**- Player stake a ball and form two lines about 10 feet apart and pick a partner. Both lines kneel on one knee (knee on throwing side). Alternate lightly tossing the ball to each other 10 times.



**Throwing Warm-Up #2** - In the same positions from Throwing Warm-Up #1, stand up and separate to 15 feet apart. Alternate lightly tossing the ball to each other 10 times. Alternate short-hopping the ball to each other 10 times.

**Throwing Warm-up #3** - Step back to 20-30 feet from your throwing partner and throw moderately for 10-20 times.

**Bat Swing Warm-up #1** - Take a bat behind your back at the waist and hold it with your arms at the elbows. Getting in your normal batting stance and swing the bat 10 times as you turn your hips and pivot on the ball of your back foot.

**Bat Swing Warm-up #2** - Take a bat and separate yourself so that you can swing your bat clear of the other players. Take 10 light swings from both the right and left side.

From your normal batting side, take 10 moderate swings keeping your hands, elbows, shoulder and head in the proper positions.

**Key Items:**

- All unauthorized people should remain off the field during drills.
- Stress that the eye must be kept on the ball at all times.
- Throwing and catching drills should be set up with players in two lines facing one another with at least three arm lengths between players.
- Random throwing should be permitted only to designated players.

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# Safety

## Safe Ball Handling

Misjudging the flight of a batted ball may be corrected by drilling with flies, which should begin easy and then made more difficult as a player's judgment and skill improves. Everyone should eventually be able to handle balls that go overhead.

In addition to a player never losing sight of a ball from the time it leaves the bat, the player should keep the glove positioned and the body relaxed for a split-second

move.

An infielder can best be protected by an aggressive short-hop fielding play by always keeping the “nose pointed at the ball” and the eyes glued on it. Also, if moving forward, the player is in a better position to make a throw. It is safer for the player to knock a ball down and re-handle it than to let the ball determine the play.

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# Safety

## Collisions

Collisions are usually caused by errors in judgment or lack of teamwork between fielders. It is important to establish zones of defense to avoid collisions between players. Once the zones are established, play situation drills should be held until these zones and patterns become familiar to the players. The responsible player should call out the intention in a loud voice to warn others away.

**Here are some general rules to follow:**

1. The fielder at third base should catch all balls that are reachable and are hit between third and the catcher.
2. The shortstop should call balls reachable that are hit behind third base.
3. The fielder at second base should catch all balls reachable that are hit behind first base.
4. The shortstop has responsibility for fly balls hit in the center of the diamond and in the area of second base. Since the glove is on the left hand it is easier for the shortstop than the fielder at second to catch fly balls over second base.
5. The centerfielder has the right of way in the outfield and should catch all balls that are reachable. Another player should take the ball if it is reachable by the centerfielder.
6. Outfielders should have priority over infielders for fly balls hit between them.
7. Priorities are not so easy to establish on ground balls, but most managers expect their third base player to field all ground balls they can reach, cutting in front of the shortstop on slow hit grounders.
8. The catcher is expected to field all popped and bunted balls that can be reached except when there is a force play or squeeze play at home.

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## Safety

### Sliding Safety

Sliding is fun for the players and looks good to the spectators. Sliding can make the difference between being called 'safe' and being called 'out'. Sliding can also be harmful if not taught or done properly.

1. Sliding drills are best on long grass with a base that is not anchored
2. No steel spikes may be worn on the baseball field *at any time*. Tennis shoes are

suggested for beginning sliding and tagging practice to avoid injury to the defensive player.

3. Headfirst sliding is prohibited, unless returning to a base.
4. Basemen are to be aware of sliding players and are to avoid stepping on sliders' hands.
5. Bases shall be 'breakaway' type (disengageable).

## **Batter Safety**

Most of our Little Leaguers have watched professional ball players effortlessly slam Home Run after Home Run. Batting is a huge challenge, to learn and to properly execute. Batting is the time when a player stands on his or her own skills and talents, without the support of any teammates. Standing alone in the batter's box can be an intimidating experience for some players, regardless of age or league.

1. Most batting accidents come from wild pitches. Batters must always wear a Little League-approved helmet that fits properly. Coaches should ensure all shoelaces are properly tied and knotted.
2. Evasive action can be improved by getting the batter to relax and concentrate on the ball from the time the pitcher starts the delivery until it lands in the catcher's mitt.
3. Crowding the plate or jumping around to rattle the Pitcher will not be tolerated. Any batter trying to 'rattle the Pitcher' will be removed from the field and benched.
4. Teach the batter the proper way of holding the bat when bunting.
5. The batter should drop the bat and not throw it after hitting the ball.
6. Players in the dugout should not try to rattle the batter. Any team trying to 'rattle the batter' with shouts, hoots or catcalls will be penalized.

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# **Safety**

## **Catcher Safety**

Catcher is one of the hardest positions to play, equal in complexity to that of Shortstop. The Catcher is constantly in motion, calling plays, watching the field, serving as the Pitcher's eyes to second and third bases and, of course, protecting Home Plate. Catcher can be fun for those who do not like to stand still for very long, who can throw a ball from Home to Second

and who are not afraid of blocking balls. It can also be a very frightening and demoralizing position for the inexperienced or timid player. Catcher is also one of the most dangerous positions on the field.

1. The catcher must wear *all* protective gear when playing the position. 2.

Equipment must be on, secure and well-fitting *before* catcher walks out to Home Plate.

3. No player may beat Home Plate, catching balls from the Pitcher without full contact gear.

Full Contact gear for a Catcher includes approved catcher's mask, gobble throat guard, chest protector, thigh and shin guards, proper catcher's mitt and protective athletic cup. Any player who assumes the catcher's position at home plate without the proper protective gear will be called off the field and benched.

4. The catcher should keep a safe distance back from the swinging bat.

5. To protect the ungloved hand, the catcher should keep it relaxed, with fingers cupped, and the back of the hand toward the pitcher. The ungloved hand may be behind the player back or behind the glove. Catchers may *not* rest their ungloved hand on their knee or in their lap.

6. The mask should be thrown in the direction opposite the approach when going for a 'high fly'.

7. The catcher should keep mask on (not pull the mask off) for plays at Home Plate.

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## Safety

### Player Inattention

We have all grown up with parents who tell us to 'pay attention'. We pay attention at street crossings, when playing in the ocean, when walking along mountain trails, when skiing and even when chopping vegetables for supper. Paying Attention, maintaining a

personal Situational Awareness is how we avoid being hurt and move through our day in relative safety. Players always need to be aware of the activities on the field and follow the flight of the baseball. Inattention can lead to injuries.

1. Since player inattention due to inaction or boredom is a leading cause of accidents, practices should not be longer than two hours and should have a variety of drills.
2. Idle players at practice or games can be given the job of studying the form of other players to improve their own technique.
3. Players may not be running, standing, or otherwise located near or around Home Plate when a batter is in the box and holding a bat 'at-the-ready'.
4. Whenever a player is in the Batter's Box and is holding a bat 'at-the-ready', no player, parent, coach or other participant may be standing within 10 feet on Home Plate without full contact gear on.
5. Outfield players have the hardest time maintaining attention and should be rotated as coaches identify wavering attention.
6. Infield players must be 'on their toes' at all times. Any player whose attention is directed or drawn elsewhere should be rotated or pulled from the game for a rest.

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## First Aid

### First Aid

Managers and coaches should take a first aid and CPR course offered by the Red Cross or the American Heart Association. The following 'tips and suggestions' are for information only and in no way should be construed or misinterpreted as exact

instructions for definitive medical care.

### **Assessing Injuries (C-O-A-C-H)**

#### **1. Steps to follow for a player who suddenly goes down:**

- a. **C** – Conscious - is the player conscious?
- b. **O** – Oxygen - is the player adequately breathing?
- c. **A** – Assess - assess where the player is hurt
- d. **C** – Control - control the area that is in pain
- e. **H** – Help call for immediate medical support (paramedic), or if you can, help the player up and move to the sidelines and contact a parent or guardian

#### **2. Player in pain who is conscious and breathing:**

- a. Ask the player where it hurts before you touch him or her
- b. Localize the painful area and check for gross distortions, swelling, persistent pain and tenderness, which are all signs of a significant injury

#### **3. Player who is unconscious:**

- a. Check victim's responsiveness
- b. Call for emergency medical care (paramedics). The number is **9 1 1**
- c. Position the unresponsive victim on his back (only if you have been trained in CPR)
- d. Open the victim's airway (only if you have been trained in CPR). Check for breathing (only if you have been trained in CPR)
- e. Check for a pulse (only if you have been trained in CPR)
- f. Perform rescue procedures based on findings: either rescue breathing or CPR (only if you have been trained in CPR)

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# **First Aid**

## **Treatment**

Use **R.I.C.E.** method for immediate treatment of closed, non-angulated, limb or extremity injuries:

**R – Rest** the injured area

**I – Ice** for 20 to 30 minutes, remove for 1½ to 2 hours and then

reapply **C – Compress** the injured area to minimize swelling

**E – Elevate** the injured area above heart level

### ***Shock***

Signs & Symptoms of shock are pale, blue and clammy skin, with sweating especially noticeable on the forehead, above the lips and on the palms of the hands; also, a dull look in the eyes; weak and rapid pulse; general body weakness; vomiting and complaining of severe thirst.

### **What to do for Shock**

Call for emergency medical services. Keep victim lying down and covered. If injury to neck or spine are suspected, **DONOT** move victim unless there is immediate danger. If there is severe bleeding to lower part of face and jaw, or if the victim is unconscious but breathing, place victim on side to allow drainage. Keep airway open.

Shock in children does not manifest itself as rapidly as it does in adults. The player who just sustained a major injury but does not appear fazed or in pain could be suffering from compensated shock. Treat all injuries as serious ones until proven otherwise by medical professionals.

### ***Heat Cramps***

Signs & Symptoms of Heat Cramps are sudden, painful, muscle contractions often caused by acute loss of body fluids and mineral depletion through sweating or as the result of an acute blow.

### **What to do for Heat Cramps**

Athletes should massage muscles. Gently stretch muscles. Replace fluids.

### ***Heat Exhaustion***

Signs & Symptoms of Heat Exhaustion are weakness, dizziness, profuse sweating, and rapid pulse.

## **First Aid**

### **Treatment cont'd**

### **What to do for Heat Exhaustion**

Rest athlete in shade with legs elevated. Replenish fluids. Call for emergency medical



services.

### ***Heat Stroke***

Signs&SymptomsofHeatStrokearehighbodytemperature,redhotanddryskin,rapid bounding pulse, difficulty breathing, and convulsions.

#### **What to do for Heat Stroke**

Callforemergencymedicalservices. Placeathleteinshade. DoNOTcoverwith blankets or try to warm player, even if he orshe appearstobe shivering.

### ***Strains & Sprains***

Signs&SymptomsofStrainsandSprainsarepain,limitedmotion,andswellingand possible skin discoloration to the area of injury.

#### **What to do for Strains and Sprains**

Contact emergency medical services. In the meantime, carefully apply ice to the injured area and elevate it above the level of the heart to reduce swelling.

### ***Dislocation & Fractures***

Signs&symptomsofDislocationsandFracturesarepain,deformedjointandlossof function to the injuredarea.

#### **What to do for Dislocations & Fractures**

Donotmoveathlete. Immobilizetheextremityinthe positionofinjury. DONOTtryto straighten, reduce, "pop", twist or de-angulate a dislocation or fracture. Call for emergency medical services.

### ***Tick Bite***

Signs&symptoms oftickbitesarepainatthesite,reddeningofthebiteareaandthe actual tick itself biting into the skin.

#### **What do for a Tick Bite**

The tick must be removed from the skin. Try to flick it off. If the tick has 'locked' into the skin, use a tweezer or small pliers to remove it. Grip the tick as close to the head as possible (right at the skin) and gently pull towards you. Do not yank or the body will split from the head and the head will stay buried in the skin. Use a gently pulling action and the entire bug should pull out.

# **First Aid**

## **Dental Emergency**

### ***Dental Emergency-Avulsion***

Signs & Symptoms of an Avulsed tooth are complete separation of the tooth from the player's gumline, sharp pain and bleeding.

### **What to do for a Dental Avulsion**

1. Avoid additional trauma to tooth while handling. Do not handle tooth by the root. Do not brush or scrub tooth. Do not sterilize tooth.
2. If debris is on tooth, gently rinse with water.
3. If possible, re-implant and stabilize by having victim bite down gently on a towel or handkerchief. Do this only if athlete is alert and conscious.
4. If unable to re-implant:
  - BEST - Place tooth in Hank's Balanced Saline Solution, i.e. "Save-a-Tooth." • OR - Place tooth in milk. Cold whole milk is best, followed by cold 2% milk. • OR - Wrap tooth in saline-soaked gauze.
  - OR - Place tooth under athlete's tongue. Do this ONLY if athlete is conscious and alert.
  - OR - Place tooth in cup of water.
5. Time is very important. Re-implantation within 30 minutes has the highest rate of success.
6. Transport immediately to dentist.

### ***Dental Emergency - Luxation***

Signs & Symptoms of a Luxation are the tooth still in the player's gumline, but twisted from its natural position, sharp pain and bleeding. Luxations may be seen in any one of three common positions; extruded tooth, lateral displacement and intruded tooth.

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## Dental Emergency cont'd

**What to do for an Extruded Tooth** (upper tooth hangs down and/or lower tooth raised up)

1. Reposition tooth in socket using firm finger pressure.
2. Stabilize tooth by gently biting on towel or handkerchief.
3. Transport immediately to dentist.

**What to do for a Lateral Displacement** (tooth pushed back or pulled forward) 1.

Try to reposition tooth using finger pressure.

2. Athlete may require local anesthetic to reposition tooth; if so, stabilize tooth by gently biting on a towel or handkerchief.
3. Transport immediately to dentist.

**What to do for an Intruded Tooth** (tooth pushed into gum - looks short) 1. Do nothing - avoid any repositioning of tooth.

2. Transport immediately to dentist.

**What to do for a fractured (broken) tooth**

1. If tooth is totally broken in half, save the broken portion and bring to the dental office as described under Avulsion, Item 4. Stabilize portion of tooth left in mouth by gently biting on a towel or handkerchief to control bleeding.
2. Should extreme pain occur, limit contact with other teeth, air or tongue. Pulp nerve may be exposed, which is extremely painful to athlete.
3. Save all fragments of fractured tooth as described under Avulsion, Item 4. 4. Immediately transport patient and tooth fragments to dentist.

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## **CPR & AED**

The Half Moon Bay Little League received a donation of an Automatic External Defibrillator at the end of the 2008 season. The device is a HeartStart Onsite Defibrillator, Model M5066A. It is designed and built by the Phillips Corporation and utilizes biphasic wave form delivery to shock a fibrillating heart back to viable function.

Intended for use by the ordinary person in the extraordinary moment, the M5066A is simple to deploy and simple to use. The machine gives detailed voice messages to guide the responder through use of the device, as well as rescue breathing and closed chest compressions (CPR) during the resuscitation cycle.

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# **First Aid**

**CPR & AED cont'd**

The HeartStart 5066A will be kept in the Snack Shack throughout the Little League Baseball Season. It will be accessible to anyone who needs it. Weatherproof signs will be placed throughout the Smith Field Sports Complex, indicating the presence of a defibrillator on site, as well as directing the responders to the device's location.

Half Moon Bay Little League is grateful to the Boundtree Medical Corporation for its generous donation of the HeartStart 5066A.

It is the intention of Half Moon Bay Little League that all its coaches and umpires be trained in the techniques of Cardio-Pulmonary Resuscitation and that skills be maintained over the years.

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## First Aid

### **Pediatric Cardiac Arrest**

# First Aid

## Lightning

- The average lightning stroke is 8 miles long.
- The average thunderstorm is 10 miles wide and travels at a rate of 25 miles per hour.
- Once the leading edge of a thunderstorm approaches to within 10 miles, you are at

immediate risk due to the possibility of lightning strokes coming from the storm's overhanging anvil cloud.

- Lightning's distance from you is easy to calculate: if you hear thunder, it and the associated lightning are within auditory range...about 8 miles away. The distance from Strike A to Strike B also can be up to 8 miles. Ask yourself why you should NOT go to shelter immediately. Of course, different distances to shelter will determine different times to suspend activities. A good lightning safety motto is:

*If you can see it (lightning) flee it; if you hear it (thunder) clear it.*

- Where to Go? Large enclosed shelters of substantial construction are the safest. The next best is a fully enclosed metal vehicle with the windows rolled up. If you are stranded in an open area and cannot get to shelter in a car, put your feet together, crouch down, and put your hands over your ears (to prevent eardrum damage).
- "Where NOT to Go!! High places, open fields, isolated trees, unprotected gazebos, rain or picnic shelters, flagpoles, light poles, bleachers, dugouts, metal fences and water.
- Treatment-The first tenet of rescuer safety is "make no more casualties." If the victim is in a high-risk area (open field, isolated tree) the rescuers should determine if movement from that area is necessary-lightning can and does strike in the same place twice. If the rescuer is deemed at risk, wait until emergency responders arrive to move the victim.
- The victim will most likely not be breathing, as a lightning strike tends to paralyze the diaphragm. Start mouth-to-mouth resuscitation. If it is decided to move the victim, give a few rescue breaths prior to movement.

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## First Aid

**Lightning** cont'd

- Determine if the victim has a pulse. If no pulse is detected, start CPR. Check for pulses frequently and discontinue closed chest compressions when a pulse is detected. Remember, a patient's heart can restart itself after a lightning strike, but a patient's diaphragm cannot. The rescuer must ensure an open and adequate airway and breathing until EMS arrives.

## Blood Borne Pathogens

1. Use barrier precautions (rubber gloves, masks and protective eyewear) whenever touching open skin, blood, body fluids or mucous membranes.
2. Wash hands with soap and water immediately after exposure to blood or body fluids.
3. Clean blood-contaminated surfaces with a solution of 1-part household bleach to 10 parts water.
4. Dispose of sharp objects (medical or common such as scissors or needles, metal nail files or pocket knives) in bio-hazard containers.
5. Athletes should not share towels contaminated with blood or body fluids.
6. Dispose of towels and clothing contaminated with blood or body fluids.
7. Athletes may not play injured. Any players with open or recently treated cuts, lacerations, sutured or stapled wounds will not be permitted on the field.
8. Although saliva has not been implicated in HIV transmission, to minimize the exposure during emergency mouth-to-mouth resuscitation, disposable (one-time-use) mouthpieces, resuscitation bags or other ventilation devices should be available for use.
9. Coaches with bleeding or oozing skin conditions should refrain from all direct athletic care until the condition is resolved.
10. HMB Little League has placed Sharps Containers in each of the restrooms in the main building.

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## **Concussions**

A concussion is a kind of brain injury. Can be caused by a hit to the head or a blow to the body resulting in shaking of the head. Concussions can appear in any sport and can look differently in each person.

Most concussions get better with rest and 90% of athletes fully recover. ALL concussions must be considered serious. If not recognized and managed appropriately, brain damage and even death may result.

Most concussions occur without being knocked out.

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# **Successful Safety Program**

## **Attitude**

An attitude of alertness, hustle and enthusiasm are the guidelines for the administration of

our safety program. It should be carried down to all players to spark them in the development of better skills. Good sportsmanship and courtesy, which are necessary for a harmonious and safe environment, can be taught best through the good example set by all adults on and off the field.

Your most effective tool to inspire an attitude of self-confidence and a desire to excel is the use of PRAISE and RECOGNITION, when it is deserved. After all, a good try rewarded by a word of encouragement may result in a good play on the next attempt.

## **Conditioning**

The stretching and contracting of muscles just before an athletic activity improves general control of movements, coordination and alertness. Such drills also help develop the strength and stamina needed by the average youngster to compete with minimum accident exposure.

Warmup drills are most effective when the motions are patterned after natural baseball movements, such as reaching for a ball, running, and similar footwork. This also is a good place to teach the basic safeguard of keeping the eye on the ball.

Flexibility is important because (1) it reduces the chance of injury and improves skills; (2) stretching prior to physical activity will establish good habits that will likely be followed throughout adulthood.