



# **LAKE OROVILLE LITTLE LEAGUE Inc.**

## **Safety Manual**

**-2025-**

**League ID #: 405-47-07**

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# LAKE OROVILLE LITTLE LEAGUE

## 2025 BOARD OF DIRECTORS

<b>POSITION:</b>	<b>NAME:</b>	<b>PHONE NUMBER:</b>
PRESIDENT	DUSTY SMITH	530-990-4237
BASEBALL VICE PRESIDENT	KEITH LAWRENCE	530-403-7540
SOFTBALL VICE PRESIDENT	MIKE DOMOE	530-370-6272
TREASURER	JD HOLT	806-632-5030
SECRETARY	JENNIFER JUST	530-321-1826
INFORMATION OFFICER	JENNIFER JUST	530-321-1826
SAFETY OFFICER	CANDICE PURSCH	530-990-9307
UNIFORMS	MIKE DOMOE	530-370-6272
FUNDRAISER	COURTNEY FRANKLIN	530-514-7295
SPONSORS	CANDICE PURSCH	530-990-9307
FARM PLAYER AGENT	SUMMER MEDRANO	530-552-2228
TEE BALL PLAYER AGENT	TANISHA WILLIAMS	530-403-6270
FIELD MAINTENANCE	MIKE MURRAY	530-282-6479
EQUIPMENT	BRENT MYERS	530-521-3734
SNACK BAR COORDINATOR	ALI ROE	530-864-2750
GENERAL BOARD MEMBER	SAMANTHA DOMOE	530-521-8462
GENERAL BOARD MEMBER	JENNIFER HOUGHTON	530-353-7488
UMPIRE IN CHIEF	JASON MCLAUGHLIN	530-518-4648

**Emergency Number: 911**

**League Phone #: (530)552-1890**

**Fire Department: (530)538-2444**

**Police Department: (530)538-2444**

## **Emergency Procedures**

Procedures in the event that an emergency occurs at the **Gary Nolan Sports Complex**:

1. **Stay calm.**
2. Call 911:
  - A cell phone is located with any board member.
3. Locate and notify the on-duty board member (a designated board member will be on duty any time league sanctioned events are taking place within the Lake Oroville Little League complex).
4. Complete the Lake Oroville Little League accident/injury/incident report form and contact the Safety Officer **within 48 hours.**

Procedures in the event that an emergency occurs at an **off-site location**:

1. **Stay calm.**
2. Call 911
3. Contact the Safety Officer **within 48 hours.**
4. Complete the Lake Oroville Little League accident/injury/incident report form.

## **Code of Conduct**

**Speed limit** 5 mph in and about roadways and parking lots while attending Lake Oroville Little League functions.

**Park vehicles** in designated parking areas only. Do not park vehicles in grass areas around field

**No alcohol** is allowed in any parking lot, field, or common areas in or about any field at which Lake Oroville Little League teams regularly play.

**No profanity** or criticism of umpires at any time.

**No playing in parking lots** at any time.

**No climbing of trees or fences** at any time at any of the fields at which Lake Oroville Little League teams are playing or preparing to play.

**Use crosswalks** when crossing roadways. Always be alert for traffic.

**No swinging of the bat or throwing baseballs** at any time within the walkways and common places, at which Lake Oroville Little League teams play, are playing or are preparing to play.

**No throwing balls against dugouts or against backstops.**

**Catchers must use full gear**, including masks with throat protectors and cups whenever warming up a pitcher.

**No rock throwing or horseplay.**

**Be alert at all times** for foul balls and errant throws.

During games, players not in the game, coaching first base or in the bullpens must **remain in the dugout** area in an orderly fashion at all times.

**Prior to all games** the managers/coaches of the home team are responsible for raking around home plate, the pitcher's mound, each base and chalking the batter's boxes and baselines.

**Prior to all games** the managers/coaches of both teams and the umpire are responsible for inspecting the playing field and dugouts for potential hazards and taking appropriate action should a hazard be found.

**After the final game of the day**, the home team is responsible to return League Equipment to the storage areas, clean up the field, stands and dugouts and both teams are responsible for raking around home plate, each base and the pitcher's mound.

**After each game**, each team must remove all trash from its dugout.

**Gates** to fields must remain closed at all times.

***Failure to comply with the above rules may result in expulsion from the field.***

***Cases of repeated or flagrant violation may result in permanent exclusion from League games.***

## **The Lake Oroville Little League Board of Directors has implemented Parent and Player Codes of Conduct**

Our codes of conduct hold an important message about the proper role of parents, managers, and players in our league. It is expected that parents, managers, and players read and sign the Code of Conduct.

We, the Lake Oroville Little League Board of Directors, have implemented the following Parent Code of Conduct for the important message it holds about the proper role of parents in supporting the youth of our community and their child in sports.

The essential elements of character building and ethics in sports are the foundations of sportsmanship and are demonstrated by the core principles of respect, responsibility, fairness, and good citizenship.

As a Lake Oroville Little League Parent, I hereby pledge to provide positive support, care, and encouragement for each child participating in Lake Oroville Little League by adhering to the following code of conduct:

- I will encourage good sportsmanship by demonstrating positive support at all times.
- I will remember that children participate to have fun, and that the game is for youth, not adults.
- I will not engage in any kind of unsportsmanlike conduct with any official, coach, player or parent such as booing and taunting, refusing to shake hands, or using profane language.
- I will teach my child that doing one's best is more important than winning.
- I will respect the officials and their authority during games.
- I will not confront coaches or managers at any time during games.
- I will refrain from coaching my child or other players during games.
- Alcoholic beverages are prohibited. As well as being under the influence of alcohol or drugs on site.

I also agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to disciplinary action levied by the LOLL Board of Directors that could include, but is not limited to the following:

- Verbal Warning
- Written Warning
- Parental suspension from games
- Parental season suspension
- Parental removal from all league activities

The Lake Oroville Little League Board of Directors retains the sole authority to determine what, if any, disciplinary action is appropriate for any conduct infraction.

## PLAYER CODE OF CONDUCT

We, the Lake Oroville Little League Board of Directors, have implemented the following Player Code of Conduct for the important message it holds about the proper role of parents in supporting the youth of our community and their child in sports.

Player's responsibilities are simple; be respectful of others, be responsible, play fair, and always do your best, and always exhibit good sportsmanship.

As a Lake Oroville Little League participant, I hereby pledge that I will:

- Encourage good sportsmanship from fellow players, coaches, officials, and parents.
- Be a team player and support my teammates.
- Be on time and attend every practice and game that I can and will notify my coaches if I cannot.
- Work hard to improve my skills.
- Do my best to listen and learn from my coaches.
- Congratulate the other team after each game as a demonstration of sportsmanship.
- Refrain from using violence, unfriendly language, or insults to others.
- Be generous when I win and gracious when I lose.
- Obey the rules of the game and always work for the good of the team.
- Accept the decisions of the officials with grace and never challenge or question calls. Refrain from challenging or questioning on-field calls by officials and/or managers and coaches.
- Conduct myself with honor and dignity.
- Applaud the efforts of my teammates and opponents.

I also agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to disciplinary action levied by the LOLL Board of Directors or Code of Conduct Committee that could include but is not limited to the following:

- Verbal warning
- Written warning
- Player suspension for games
- Player suspension for season including postseason (All Stars & TOC)
- Player being expelled from the league

The Lake Oroville Little League Board of Directors retains the sole authority to determine what, if any, disciplinary action is appropriate for any conduct infraction.

Anyone removed from the LOLL fields must leave all fields and the access roads to the fields. Such persons may not remain in the LOLL parking lot. Any infraction of the above rules will result in a report being delivered to the Lake Oroville Little League Board for consideration of further action, as appropriate.

**First Offense:** Upon the reporting of a first offense by an individual, the Board of Directors, at a minimum, will provide a written warning to the offender, detailing the consequences of future infractions. Depending upon the severity of the infraction, nothing precludes the Board of Directors from banning a repeat offender from all Lake Oroville Little League activities, including, but not limited to, practices and games, for a period of time deemed appropriate by the Board of Directors.

**Second Offense:** The Board of Directors may institute a wide range of penalties for repeat offenders, beginning with the second offense, as deemed appropriate by the Board. Such penalties include, but are not limited to:

1. A ban from participating in all LOLL activities for a set period of time or number of games.
2. A ban from participating in all LOLL activities for the entire season including post season play (All-Stars).
3. Severe violations can result in suspension from all LOLL activities for the remainder of the current season or tournament and beyond.

**Third Offense:** The Board of Directors may choose to apply any of the penalties prescribed for a second offense. In the most extreme of circumstances, the LOLL Board of Directors may hold a meeting to determine whether or not the individual should be permanently banned from all future LOLL activities. The individual in question must receive a certified letter of such a hearing at least one week prior to the meeting and must be given the opportunity to speak at the meeting.

**Physical Abuse** - Physical abuse of an official, coach, player, or spectator will result in **immediate** expulsion from the LOLL fields at the direction of an umpire or a LOLL board member. Anyone expelled for this reason may not return to the LOLL fields or participate in any LOLL activity until the LOLL Board of Directors approves. Any parent, fan, or player who has been suspended or banned from league activities may petition, in writing, to the Board of Directors for a review of the penalty. The petition should be delivered to the league president, and the Board of Directors will meet as soon as reasonably possible to consider the petition. The aggrieved parties will have the opportunity at the meeting to present their appeal.

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(Printed name of player)

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(Signature of player)

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(Team if known)

Parent: My signature verifies that I have read, understand, and agree to abide by and agree to the consequences of the Lake Oroville Little League guidelines on the Code of Conduct. I have also read



## **The Lake Oroville Little League Board of Directors has implemented a Manager/ Coach Code of Conduct**

We, the Lake Oroville Little League Board of Directors, have implemented the following Manager/ Coach Code of Conduct for the important message that it holds about the proper role of parents in supporting the youth of our community and their child in sports.

### **MANAGER CODE OF CONDUCT**

The Lake Oroville Little League Board of Directors ask that you pledge to be responsible for your words and actions while coaching, officiating, and participating in Lake Oroville Little League events, and that you conform your behavior to the following Code Of Conduct:

- Place the emotional and physical well-being of players ahead of personal desire to win.
- Treat each player as an individual, remembering the large range of emotional and physical development for the same age group.
- Do your best to provide a safe playing environment for all players.
- Do your best to organize practices that are fun and challenging for all players.
- Lead by example in demonstrating fair play and sportsmanship to all players.
- Teach the rules of the game to all players, officials, and parents.
- Remember that you are a youth sports coach and that the game is for children and not adults.
- Do not abuse other coaches, umpires, parents, or players.
- Promote fun, fairness, and sportsmanship over winning.
- Do not engage in the use of profanity or other offensive language.
- Encourage all team members to treat all players, teammates, coaches, officials, and parents with respect.
- Emphasize and foster a team atmosphere and not individual achievements.
- Be responsible for league policies.
- Return all equipment and player evaluations per league policies.

I also agree that if I fail to abide by the aforementioned rules and guidelines, I will be subjected to disciplinary action levied by the Lake Oroville Little League Board of Directors or Code of Conduct Committee that could include, but is not limited to the following:

- Verbal warning
- Written warning
- Manager/coaches suspension for games
- Manager/coaches season suspension
- Manager/coach removal from all league activities

The Lake Oroville Little League Board of Directors retains the sole authority to determine what, if any, disciplinary action is appropriate for any conduct infraction.

### **Sportsmanship**

1. I will promote good sportsmanship, teach good baseball skills, and have fun in the process.
2. I realize, accept and will practice the principle that a team's reputation is built not only on its playing ability, but also on its sportsmanship, courtesy and manner.

3. I understand verbal abuse of an official, coach, player, or spectator, including obscene gestures, will not be tolerated and that the offender may be removed from the LOLL fields at the discretion of an umpire or LOLL board member.
4. I understand coaches will refrain from complaining about perceived bad calls to players and fans.
5. I understand all discussions will be held in conversational tones. Under no circumstances will a coach, fan, or player yell at an umpire, coach, fan, or player. The lone exception to this rule is when a coach or player shouts to another coach or teammate during the course of a play as part of that play.
6. I understand profanity is expressly forbidden at all times at the Lake Oroville Little League complex.
7. I understand alcoholic beverages and the use of illicit drugs are prohibited at all LOLL games, including events outside the Lake Oroville Little League complex.
8. I understand that the use of tobacco products on the LOLL fields and in the dugouts is prohibited.

### **Rules and Policies**

1. I will know and understand the rules and abide by them (whether local or national). I will instruct my team members in the rules and coach my team in such a way as to motivate each player to compete according to the rules at all times.
2. I will adhere to all Little League safety guidelines from the LL handbook and the LOLL Safety Manual, including participating in First Aid training.
3. I will understand the local league participation rules for my division. All coaches must ensure that each player gets minimum opportunities to bat and play the field in each game. I also understand that specific rules are also in place to limit the number and frequency of innings pitched by a particular player.
4. I will fully comply with the Player/Parents Code of Conduct.

### **The Umpires and Other Resources**

1. I recognize that baseball is a game of interpretations, and as a result, disputes will occur from time to time. However, it is important that players learn respect. All disputes that are taken up with the umpire will be handled in a civil manner. I understand only managers may initiate such discussions with an umpire. The managers/coaches will conduct themselves with decorum and once the umpire has made his/her final ruling, the managers will make no further field protest. Off-field protests may be lodged with the Board of Directors per league policy.
2. I understand most of the umpires are “in training” as well as the players. I recognize that all umpires will make mistakes occasionally, and as a manager/coach, I will give the umpires the respect their position within the game deserves.
3. I will be responsible for caring for equipment, for keys delegated for my use, for the care of fields prior to games and for cleaning up fields, dugouts and stands after games in accordance with policies that LOLL may establish from time to time. I will make sure that all league-provided equipment is clean and accounted for when returned after the season.

### **The Parents and the League**

1. I will maintain an open line of communication with players and their parents. I will be approachable. When approached by a parent to discuss any issue, I will interact and respond in a courteous manner.
2. I will understand and explain the philosophies, goals and objectives, and the Codes of Conduct of LOLL, i.e. LOLL is organized as a recreational league, meant for the enjoyment of all the players.
3. I will ensure that fans of the team always conduct themselves with sportsmanship and maturity while in attendance at game sites and will assist the officials in maintaining control of spectators during games. Players, managers and coaches of participating teams may not address or mingle with spectators, nor sit

in the stands during a game in which they are engaged. I will make sure that coaches and players are the only people allowed in the dugout during a game.

4. I will support (through participation and organization of parents) LOLL in all fundraising efforts and field improvement efforts along with other duties that may be assigned to teams from time to time.

### **The Team**

1. I will conduct practices in an organized manner, with a planned agenda that focuses on specific skill development appropriate for the skill level of the players.
2. I will focus on providing instruction commensurate with players abilities so all players have the opportunity to advance their skills towards their full potential, gain confidence and develop self-esteem, as well as establish a solid foundation for further baseball/softball competition.
3. I will teach each player, especially through personal example, to be humble and generous in victory and proud and courteous in defeat.
4. I understand that managers are appointed by the league to be responsible for the team's actions on the field and to represent the team in communications with the umpires, opposing teams and league. If a manager leaves the field, he shall designate a coach as a substitute who will then be responsible and held accountable for the manager's duties.

### **Non-Game Duties of Managers** *Each manager has considerable duties outside of coordinating practices and managing the games. Accordingly, if I am a Manager, I will adhere to the following as well:*

1. I will maintain open communication with players and parents to inform them of practices, games and other responsibilities in a timely and efficient manner.
2. I will attend all required coaches meetings, safety and umpiring clinics unless I am out of town or have a significant previously made commitment. If I cannot attend, I will ensure that one of my assistant coaches attends on my behalf.
3. I will complete, obtain and submit to the League all required paperwork, which will include Volunteer Applications and Player/Parent Code of Conduct forms.
4. I will make sure that I maintain a notebook containing the, the Player Medical Release Forms, the Local LOLL By-laws and Rules and a copy of the national Little League rule book and make sure it is present at each team practice and game.
5. I understand that I am the point of contact between my team and other teams and LOLL officials. I understand that I am the person that is responsible for my team. I will take my obligations seriously and communicate effectively and in a courteous manner.
6. I will maintain the fields by being responsible for necessary care and maintenance (e.g. dragging, raking, etc.). I will leave the field in as good or better condition than when I arrived.

Anyone removed from the LOLL fields must leave all fields and the access roads to the fields. Such persons may not remain in the LOLL parking lot. Any infraction of the above rules will result in a report being delivered to the Lake Oroville Little League Board for consideration of further action, as appropriate.

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### **Manager/ Coach Code of Conduct**

My signature verifies that I have read, understand and agree to abide by and agree to the consequences of the Lake Oroville Little League guidelines on the Code of Conduct.

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(Printed name of Coach/ Manager) (Signature of Coach/ Manager) (Date)

## **Communicable Disease Procedures**

1. Stop Bleeding. Cover open wounds. Change any blood covered or spattered uniform before resuming play.
2. Use gloves when blood or other bodily fluid contact is possible. Take every precaution to prevent contact between skin and blood or other bodily fluids.
3. Wash hands immediately after contact with any bodily fluid.
4. Clean and disinfect all blood-contaminated surfaces and equipment.
5. Properly and immediately dispose of dressings, gloves, or other disposable articles after use in contact with blood or other bodily fluids.

## **Safety Code**

### **Field Safety**

1. Prior to games, Managers and Umpires must confirm and agree on safety & emergency procedures.
2. Do not play games or practice when unsafe weather or field conditions exist. Lightning within 10 miles or closer is a particular hazard to be avoided.
3. Fields should be regularly inspected for holes, rocks, damage, glass, or other hazards. Any hazards found must be removed or remedied prior to the start of play. If unable to be remedied, Managers must contact the league Field Maintenance official with detailed information of the hazard.
4. Equipment not in use must be stored in dugouts or the field storage area.
5. A procedure for foul ball retrieval should be established and adhered to for all games and practices.

### **First Aid and CPR**

1. It is desired that Managers, Coaches, and Umpires have a valid first-aid and/or CPR certification. Managers and coaches should know which parents for their team have CPR or First Aid and use these resources when necessary.
2. First Aid kits will be stored in the Snack bar and score booths. Contact the Safety Officer if in need of 1st Aid supplies.

## **Player Safety**

1. All Managers and Coaches must participate in a Pre-Season Clinic on coaching fundamentals and rules. The clinic will be held at a date and location to be determined. Umpires must participate in a Rules and Safety Clinic. This instruction is provided by District 47.
2. Properly space and warm-up players to avoid injury.
3. All warm-ups should be confined to playing fields, not common areas frequented by spectators.
4. Inspect equipment prior to each game and practice to identify damage. Dispose of or, if permissible, repair damaged equipment before further use and possible injury.
5. Only Little League Approved batting helmets may be used in games or in practice.
6. Below the Junior Division, headfirst sliding is not permitted except when returning to a previously occupied base.
7. Catchers in warm-ups or in games must wear a catcher's helmet, equipped with mask and throat guard, plus chest protector, shin guards and protective cup and athletic supporter  
  
(males) AT ALL TIMES.
8. All male players must wear athletic supporters during practices and games.
9. Do not conduct sliding practice into a fixed base.
10. Managers, Coaches and Umpires must immediately stop "horse play" if it erupts at a game or practice.
11. Watches, rings, pins, necklaces, or metallic items may not be worn at practices or games.
12. Players only may warm up pitchers before or during a game.
13. No "On-Deck" batter or warm-up swings in the dugouts are permitted below the Junior Division.

## **Snack Bar Safety**

1. A snack bar supervisor must be on duty any time the snack bar is open for business.
1. All snack bar supervisors must complete training in the safe use of all appliances and machines in the snack bar and in the safe handling of food.
2. Only authorized personnel may be in the snack bar.
3. Players and/or team representatives picking up post-game drinks must wait outside the snack bar.
4. No person with a communicable disease or illness will be allowed to work in the snack bar.
5. Only authorized and on duty persons are allowed in the snack bar.

## **Food Handling**

1. All personnel must wash their hands with antibacterial soap prior to beginning work in the snack bar and any time they re-enter the snack bar and after handling money.
2. Prior to preparing food all counter tops and utensils must be cleaned.
3. Prior to and after handling prepared foods (i.e., hotdogs and nachos) personnel must wash their hands with antibacterial soap and **must wear gloves while handling food.**
4. Utensils are food specific: Hotdog tongs are to be used only for hotdogs; chip tongs are to be used only for chips.
5. Hot dogs must be kept frozen until ready for use. Defrost in the microwave. Do not pre-defrost hot-dogs.

## **Equipment Safety**

1. Prior to beginning food preparation all equipment must be inspected for hazards/defects/damage.
2. Before plugging in the hot dog cooker, be sure that there is water in the reservoir and the trap is dry and clean.
3. Before plugging in the chili cooker be sure that the heating well is dry and clean.
4. Before plugging in the bun warmer, be sure that there is water in the reservoir and the trap is dry and clean.
5. Before plugging in the nacho cheese warmer, be sure the heating well is dry and clean.
6. Do not place metal or foil in the microwave.

## **Clean-up**

1. All counter-tops must be cleaned with a disinfectant cleanser.
2. All equipment and utensils must be cleaned with dishwashing detergent.
  - Hot dog cooker, bun steamer, chili cooker and nacho cheese warmer must be unplugged and allowed to cool before cleaning.
3. Floor must be swept and mopped with disinfecting cleanser nightly.
4. All unsold prepared food must be disposed of in trash receptacle outside the snack bar.
  - Unsold hot dogs may not be returned to the refrigerator.
  - The nacho cheese may be resealed and returned to the refrigerator.
5. The soda machine traps must be cleaned each night
6. The water/Gatorade coolers must be empty and cleaned each night.
  - Any unsold water or Gatorade must be returned to the refrigerator.
7. All money is to be counted and logged prior to opening the snack bar and @ the close of the snack bar. Assigned board member and a second signature is required for cash logs daily. Daily start-up cash will be provided by the treasurer. End of shift cash deposits with log are to be deposited or turned in to an executive board member each night.

## **Injuries**

1. Any injury must be reported to the board member on duty and an injury reporting form must be completed within 48 hours.
2. A first aid kit is located in the pantry, near the phone and in all equipment rooms.
3. Any cuts or scrapes must be treated immediately, and that person should be removed from the snack bar.

## **Hazards**

1. Any known or discovered hazards or possible hazards must be reported to the snack bar coordinator and the safety officer immediately.
2. Any equipment or appliance that appears to be defective or damaged must not be used and be reported to the Safety Officer.



## **A.S.A.P**

(A Safety Awareness Program)

**In 1995, ASAP (A Safety Awareness Program) was introduced by Little League Baseball with the goal of re-emphasizing the position of Safety Officer and "... to create awareness, through education information, of the opportunities to provide a safer environment for kids and all participants of League Baseball".**

### **Player / Manager / Coach Data**

- League Player Registration Data or Player Roster Data and Coach and Manager Data may be submitted via the Little League Data Center at <http://www.LittleLeague.org>.
- Highly recommended in 2013. Mandatory requirement for an approved ASAP plan in 2014.

**The following is a set of Safety Tools for Managers and Coaches.**

### **Reasonable and Consistent Expectations**

#### **What do I expect from my players?**

1. To be on time for practices and games.
2. To always do their best.
3. To be cooperative and respectful at all times.
4. To respect not only others, but themselves as well.
5. To be positive with teammates at all times.
6. To try not to become upset at their own mistakes or those of others ... We will all make our share of mistakes this year.
7. We must support one another.
8. To understand that winning is only important if you can accept losing. Both are essential parts of any sport.

#### **What can you and your child expect from me (Manager and Coach)**

1. To be on time for all practices and games.
2. To be as fair as possible in giving playing time to all players.
3. To do my best to teach the fundamentals of the game.
4. To be positive and to respect each child as an individual.

5. To set reasonable goals for each player and for the team.
6. To teach players the values of winning and losing.
7. To be open to ideas, suggestions, and the help of others.
8. Never holler at any member of the opposing team or umpires. Any confrontation will be handled in a respectful, quiet, and individual manner.

**What do I expect from you as parents and family?**

1. To come out and enjoy the game. Cheer to make all players feel important.
2. To allow me to coach and run the team.
3. To try not to question my leadership. All players will make mistakes and so will I.
4. Do not holler at me, the coaches, the players, or the umpires. We are all responsible for setting examples for children. We must be role models in society today. If we eliminate negative comments, the children will have an opportunity to play without any unnecessary pressures and to learn the value of sportsmanship.
5. If you wish to question my strategies or leadership, please do not do so in front of the players or fans. My phone number will be available for you to call at any time if you have a concern. I will also be available if you wish to offer your services at practice. A helping hand is always welcome.
6. Finally, don't expect the majority of children playing Little League baseball to have strong skills. We hear all our lives that we learn from our mistakes. Let's allow them to make their mistakes, but always be there with positive support to lift her spirits!

## **Standards and Requirements for Coaches/Umpires/Volunteers**

1. All managers, coaches, umpires, and volunteers must complete a standard Little League Volunteer application prior to being considered for a manager, coach, umpire, or volunteer position.
2. All applications will be forwarded to our Safety Officer for review and a First Advantage background check.
3. All manager, coach, umpire, and volunteer applications will be reviewed and voted upon by the Board.
4. It is the policy of the Lake Oroville Little League that the safety of the players and the trust of the parents/guardians are of the utmost importance. Based thereon, Lake Oroville Little League reserves the right to reject any application without comment.
5. A copy of this Safety Manual will be available to every manager, coach, umpire, volunteer, and parent upon request. Copies of the Safety Code and Code of Conduct will be provided to every manager. Each manager must complete and sign a form stating that he/she has received, reviewed, understands, and agrees to abide by the Safety Code and Code of Conduct prior to being considered for a manager or coach position.
6. Any complaint or allegation against a manager, coach, volunteer, or umpire will be referred to the Safety Officer for review and investigation. The Safety Officer will report the results of said investigation and any recommendation to the Safety Committee. The Safety Committee is authorized to take whatever action it deems necessary, including removal, without the approval or knowledge of the full board.
7. Lake Oroville Little League reserves the right to remove any manager or coach or to discontinue using any umpire or volunteer without comment.
8. Every manager and coach will be required to attend and complete an approved coaching and safety clinic prior to being considered for a manager or coach position.
9. Every umpire will be required to complete an approved umpire clinic.
10. Every manager, coach and umpire will be required to attend a rules clinic prior to each season.
11. No manager, coach or umpire will allow any bat, helmet, or piece of catcher's equipment to be used in a practice or game until the item has been inspected and approved for use by the equipment manager.

## **Injuries: Important Do's and Don'ts**

### **Do's:**

1. Reassure and aid injured, frightened, lost, or disoriented persons.
2. Get Medical Attention As Soon As Possible, and whenever it appears to be needed.
3. Know your Limitations. When in doubt, Get Help. CALL 9-1-1
4. Be alert for signs of injury (blood, swelling, joint deformity, loss of consciousness, etc.)
5. Listen to injured persons for a description of how the injury occurred and what and where it hurts. Calming the injured person may be the first required step.
6. If a broken bone or torn tissue is suspected, feel the suspect area gently and carefully. Note signs of grating. Listen for clicking joints. Note any joint or body part the injured person guards or does not wish to move.
7. Bring each Player's Registration form to each game and practice. The form authorizes Medical Treatment if a player is injured, and no parent or guardian is on hand to consent in case of an Emergency.
8. Arrange for a cellphone to be on-hand at any practice or game facility at which there is no public phone.

### **Don'ts:**

1. Administer Medications unless you are licensed to do so.
2. Give anything but water to an injured person.
3. Hesitate to render aid if it is needed.
4. Be afraid to ask for Help.
5. Transport an injured person, except in case of extreme emergency.
6. Leave children unattended at or after practices or games.
7. Hesitate to report actual or potential safety hazards to the League Safety Officer.

## **Extreme Weather Procedures**

Most of our days are warm and sunny but there are those days when the weather turns bad and creates unsafe weather conditions.

### **Rain:**

1. Evaluate the strength of the rain. Is it a light drizzle or is it pouring?
2. Evaluate the playing field as it becomes more and more saturated.
3. Stop practice if the playing conditions become unsafe – use common sense. If playing a game, consult with the other manager and the umpire to formulate a decision.

### **Lightning:**

If you can hear, see, or feel a thunderstorm: Smartphone users: Download the WeatherBug application. Within this application you will find Spark. During climatic weather you can monitor the location and distance of lightning strikes. Good rule of thumb- lightning within 10 miles, seek shelter.

1. Stop Game/Practice immediately.
2. Maintain a safe distance from metal fencing and posts, including dugouts and bleachers.
3. Do not hold a metal bat.
4. Move to the safety of an enclosed car or truck until the umpires and coaches determine it is safe to continue play.

### **Hot Weather:**

Precautions must be taken in order to make sure the players do not dehydrate or hyperventilate.

1. Ensure that players take drinks of water when coming on and going off the field between innings.
2. If a player looks distressed while standing in the hot sun, substitute that player and get him/her into the shade of the dugout A.S.A.P.
3. If a player should collapse as a result of heat exhaustion, move them to a shaded area, remove or loosen clothing maintaining modesty, have them drink cool water, and cool vital areas with cool rag or ice packs. Areas to cool (back of neck, arm pits, and head). Monitor the individual and Call 9-1-1 if the condition doesn't change or gets worse.

### **Ultra-Violet Ray Exposure:**

This kind of exposure increases an athlete's risk of developing a specific type of skin cancer known as melanoma. The American Academy of Dermatology estimates that children receive 80% of their lifetime sun exposure by the time that they are 18 years old.

Therefore, it is recommended to use sunscreen with a SPF of at least 15 as a means of protection from damaging ultraviolet light.

## **West Nile Virus Prevention**

West Nile is an infection which has recently sprung up and is causing problems because of its lack of a cure. There is, however, treatment available for individuals who are infected. Those with severe cases often go through supportive therapy which includes hospitalization, intravenous fluids, airway management, respiratory support, and prevention of secondary infections (pneumonia, urinary tract, etc.)

### **Prevention Methods:**

There are methods of preventing the infection which is spread through mosquitoes.

- Mosquitoes are most active during dawn, dusk, and in the early evenings. It is recommended to minimize the time spent outdoors during these times.
- If you will be outdoors during these peak periods, it is recommended to wear clothing that will help protect you.
- Even during the summer months, you should wear long sleeves and pants for protection.
- Insect repellents, such as DEET on your skin, or permethrin on your clothes, can reduce the number of bites to which you would be subject to.
- Mosquitoes also like areas of standing water such as cans, pots, old tires, or containers which are lying around. These act as a breeding ground for mosquitoes and can easily be eliminated by people.
- It is imperative that we do not handle or touch any dead birds. A dead bird may be an indicator that West Nile is in your area. There are over 110 species of birds known to have been infected with the virus.

# **CONCUSSION INFORMATION**

## **WHAT IS A CONCUSSION?**

A concussion is a brain injury. Concussions are caused by a bump or blow to the head. Even a "ding", "getting your bell rung", or what seems to be a mild bump or blow to the head can be serious. You can't see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

## **WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?**

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:

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

## **HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?**

- Every sport is different, but there are steps your children can take to protect themselves from concussion.
- Ensure that they follow their manager's rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times. Make sure they wear the right protective equipment for their activity (such as batting helmets, catcher's gear such as shin guards, chest protector and helmet; and eye and mouth guards). Protective equipment should fit properly, be well maintained, be worn consistently and correctly.
- Learn the signs and symptoms of a concussion.

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

- Seek medical attention right away. A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports.

- Keep your child out of play. Concussions take time to heal. Don't let your child return to play until a healthcare professional says it's OK. Children who return to play too soon-while the brain is still healing-risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent damage, affecting your child for a lifetime. • Tell your child's manager about any recent concussion. Managers should know if your child has had a recent concussion in ANY sport. Your child's manager may not know about a concussion your child received in another sport or activity unless you tell the coach.

### **WHAT IS THE PROCEDURE FOR A SUSPECTED CONCUSSION?**

- Any athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from the activity at that time and for the remainder of the day.
- Any athlete who has been removed may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and has received a written clearance to return to play from the health care provider.

### **LET YOUR CHILD'S MANAGER KNOW RIGHT AWAY IF YOU SUSPECT YOUR CHILD HAS A CONCUSSION AND CONSULT YOUR PHYSICIAN!**

Adapted from the CDC. For more information you can go to: <http://www.cdc.gov/ConcussionInYouthSports>

Athlete Signature \_\_\_\_\_ Date \_\_\_\_\_

Athlete Name (print)\_\_\_\_\_

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

Parent or Legal Guardian Name (print)\_\_\_\_\_



## **Reporting Accidents and Injuries**

Within 48 hours of any incident, report to the Safety Officer by phone at the phone numbers listed above, any incident that causes personal injury, requires medical attention, including first aid, or passive treatment such as evaluation and diagnosis of the nature or extent of injury, or requires a period of rest.

Include in your report all or as much of the following information as possible:

- The name and phone number of the person(s) involved.
- The date, time, and location of the incident.
- As detailed a description of the incident as possible.
- Your preliminary assessment of the nature and extent of the injury.
- Your name and phone number.

Within 48 hours of receipt of an Accident or Injury Report, the Safety Officer will:

- Contact the injured person or the person's parent or guardian.
- Obtain information missing from or supplementing the reported information.
- Check the status of the injured person(s).
- In the event medical treatment, including but not limited to ambulance or emergency room care, has been required, supply insurance coverage and claims information to the injured person(s), parent or guardian of the injured person(s), as appropriate.
- In case of serious injuries requiring extended medical or other care, the Safety Officer will check periodically with the injured person(s) or the parent or guardian on the status of the injury and to determine if other assistance is required. Such periodic checks will continue until the Safety Officer is advised the claim is "closed" or until the person, if a player, has returned to regular league play.

## **Safety is Everyone's Job**

- Prevention is the key to avoiding or reducing accidents and injury.
- Report all hazardous conditions to a Safety Committee Member, immediately.
- Don't play on unsafe fields or with unsafe equipment.
- Be sure players are fully equipped with proper safety equipment at all times.
- Check your team's equipment thoroughly and often.

# LAKE OROVILLE LITTLE LEAGUE ACCIDENT REPORTING FORM

## PERSON INJURED

NAME	AGE	HOME ADDRESS	PHONE
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## PARENT INFORMATION

NAME	HOME ADDRESS	PHONE
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## LEAGUE INFORMATION

TEAM	DIVISION	MANAGER	
LOCATION WHERE INJURY OCCURRED			TIME
OPPOSING TEAM	OPPOSING MANAGER	UMPIRE	
NAME OF ON DUTY BOARD MEMBER		UMPIRE	

## INCIDENT

DESCRIPTION

## ACTIONS TAKEN

DESCRIPTION

Were emergency medical personnel summoned? YES NO		
Was the injured person transported to hospital? YES NO		
If so, what hospital? Oroville Hospital Other:		
ADDITIONAL INFORMATION		
PERSON COMPLETING FORM	DATE	TIME AM PM