



# Emergency Contact Procedures



*Sheriff's Department*  
*310-539-1661*



*L.A. County Fire*  
*310-679-1131*

## Call 9-1-1

Give the dispatcher the necessary information: Exact location, cross streets, what happened, who is involved, condition of injured. ***Check your player's medical forms for any medical conditions or allergies before help arrives.***

### **Ernie Howlett Park (AED located in shed A)**

25851 Hawthorne Blvd, Rolling Hills Estates  
Cross Streets: Hawthorne/PV Drive North

### **Robert E Ryan Community Park (AED located in main office)**

30359 Hawthorne Blvd, Rancho Palos Verdes, CA 90275  
Cross Streets: Hawthorne/Crest

### **Fred Hesse Jr. Community Park**

29301 Hawthorne Blvd, Rancho Palos Verdes  
Cross Streets: Hawthorne/Verde Ridge Road

### **Highridge Park**

29035 Highridge Road Rolling Hills Estates, CA 90275  
Cross Streets: Highridge Road/Crestridge Road



# Safety Code

- ◇ Arrangements should be made in advance of all games and practices for emergency medical services.
- ◇ Silver Spur Little League runs background checks on all of the managers, coaches, and other applicable volunteers. Anyone refusing will not be allowed to be a league member. The league President will retain these forms for the year of service.
- ◇ Managers, coaches, and umpires should have training in first aid. First aid kits are issued to each team manager at beginning of pre-season.
- ◇ First aid kits are a requirement to have at every practice and game.
- ◇ Play area should be inspected for holes, damage, stones, glass & foreign objects.
- ◇ Only players, managers, coaches and umpires are permitted in the dugouts or on the playing fields during games & practices.
- ◇ Managers and umpires must inspect all field, facilities and equipment before and after each practice and game. No games, practices or other team functions will take place if field, facilities, equipment, lighting or weather conditions are not good.
- ◇ Responsibility for keeping bats and loose equipment off the field of play should be that of a player assigned for this purpose.
- ◇ Equipment should be inspected regularly by coaches and umpires for the condition of the equipment as well as for proper fit.
- ◇ Managers and coaches may NOT warm up pitchers before or during a game.
- ◇ During practice and games, players should be alert and watching the batter on each pitch. During warm-up drills players should be spaced so that no one is endangered by wild throws or missed catches.
- ◇ Batters must wear approved protective helmets during batting practice and games.
- ◇ Players are encouraged to wear face guards on helmets and mouth guards.
- ◇ Catchers must wear catcher's helmet, mask, throat protection, long model chest protector, shin guards and male catchers must wear a protective supporter at all times. Helmet and throat protector must be worn to warm up pitchers – games/practices.
- ◇ Except when runner is returning to a base, headfirst slides are not permitted.
- ◇ During sliding practice bases should not be strapped down or anchored.
- ◇ All fields must have all bases that will disengage.
- ◇ At no time should "horse play" be permitted on the playing field.
- ◇ Parents of players who wear glasses should be encouraged to provide "safety glasses."
- ◇ Players should not wear watches, rings, pins or other metallic items.
- ◇ Managers must have their players' medical release forms with them at all team functions.
- ◇ Players should complete a proper warm-up prior to participating in a practice or game.
- ◇ Climbing is not permitted on fences, walls, dugouts, equipment sheds, poles or trees.

# Accident & Injury Reporting

**What Is An Accident?** *It's an incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid. Accidents must be reported to the League Safety Officer. This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury or periods of rest.*

**When Must You Report An Accident?** Managers must report all injuries to the League Safety Officer within 48 hours. **Tod Yamamoto is the League Safety Officer, 310-897-6109 (registered with Little League International).** Safety Application submitted for 2016

## What To Do If An Accident Occurs

1. Immediately provide first aid and call 911 if paramedics are necessary (e.g., all neck, face and head injuries, any breathing difficulties or any other severe injury).
2. Notify parents as soon as possible (keep your player's medical release forms with you at all times). Notify the League Safety Officer within 48 hours of occurrence: Tod Yamamoto (310) 897-6109 or (310) 326-3786.
3. If necessary, discuss the injury (e.g., how it occurred and why) with your team in case a player is concerned about their safety. Often, they may be upset or worried when another player is injured. The children need to feel safe, protected and understand how the injury occurred and how to prevent it from happening again.

*Upon notification of an accident, The League Safety Officer will complete a **Preliminary Accident/Injury Tracking Form** and/or notice **Of Unsafe Condition Form** within 24 hours. The Safety Officer will contact the injured party or party's parents and (1) verify the information received; (2) obtain any other information deemed necessary; (3) check on the status of the injured party; and (4) in the event that the injured party required other medical treatment will advise the parent or guardian of the Silver Spur Little Leagues' insurance coverage and the provisions for submitting any claims.*

*If the injuries are more than minor in nature, the Safety Officer shall periodically call the injured party to (1) check on the status of any injuries, and (2) to check if any other assistance is necessary in areas such as submission of insurance forms, etc. until such time as the incident is considered "closed" (i.e., no further claims are expected and/or the individual is participating in the league again).*

*The League Safety Officer will report accidents to the SSSL Board of Directors within 24 hours and work with the parties involved and the Board to determine how the incident could possibly be prevented in the future.*



# Emergency Phone List

## Emergency 911

### Non-Emergency Contact Numbers

Lomita Sheriff 310-539-1661  
LA County Fire 310-679-1131

### Utilities

Edison (800) 655-4555  
So California Gas (800) 427-2200  
City of Rolling Hills Estates  
(310) 377-1577 ext.137

### Silver Spur Little League

President	Ian Simonian	(310) 429-4585
Treasurer	Christine Arvizo	(310) 541-3440
Secretary	Robert Sinik	(310) 592-6779
Opening/Closing Day	John Libby	(818) 339-2254
Equipment	Mark Arvizo	(310) 956-2971
Field Maintenance	James Jongkind	(562) 243-2160
Registration	Franklin Monzon	(310) 265-8619
Safety	Tod Yamamoto	(310) 897-6109
Schedules	Keith Fletcher	(858) 344-1131
Webmaster	Franklin Monzon	(310) 265-8619
Tryouts	Tod Yamamoto	(310) 897-6109
Majors Commissioner	Curt Cosgrove	(310) 831-1058
Intermediate Commissioner	Matt Bates	(310) 490-0108
Minors Commissioner	Mark Vasey	(310) 600-2716
Farm Commissioner	Steve O'Donnell	(949) 549-7777
T-Ball Commissioner	Mike Worsham	(310) 528-5759
Field Banners/Merchandise	Dale Ward	(310) 265-4744
Snack Shack	Jennifer Cosgrove	(310) 831-1058
Committee Chairman	Darla Finnucan	(310) 944-4793

**Activities/Reporting****A Safety Awareness Program's  
Incident/Injury Tracking Report**

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

**Incident occurred while participating in:**

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

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

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

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

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

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

**Type of incident and location:**

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

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

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

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

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

# Safety Training & Policies

All managers, coach, board members, and other key volunteers are required to complete the 2016 Little League Volunteer Application form which will be used to conduct a search using the state wide sexual offender registry. Anyone refusing will not be allowed to be a league member. The league president will retain these forms for one year. At that time, the forms will be destroyed. Umpires will be screened through their contracted agency. Safety Manual and Volunteer applications available at [sslbb.com](http://sslbb.com)

Mandatory Training for Managers and Coaches – Saturday, February 6 2016. An annual meeting will be conducted prior to opening day in which at least one representative for each team must attend. This pre-season training will include the following:

<b>CPR and First Aid Videos</b>	First Aid Instruction; Adult/Child CPR, Adult/Children AED
<b>Fundamentals Training</b>	Conducted by Brian King, Professional Coach
<b>Umpire &amp; Manager's Guidelines</b>	Conducted by League President
<b>League Rules of Safety/Manual</b>	Conducted by League President
<b>League Code of Conduct</b>	Conducted by League President
<b>Field &amp; Maintenance Procedures</b>	Conducted by Field/Maintenance League Director
<b>Mandatory League Registration Info</b>	Conducted and Submitted by League President

Fundamental Training to include: proper warm-up, batting, hitting and sliding techniques, use of equipment, pitching fundamentals, avoiding collisions, and batting cage rules. February 6, 2016, 12 noon. Hesse Park. ASAP Newsletter with highlighted safety articles is available through safety officer.

## Umpire Guidelines

- Before the game, meet at the plate
- Introduce plate and base umpires, managers, coaches
- Receive official lineup cards from each team
- Discuss any local playing rules, strike zones
- Discuss unsportsmanlike conduct by players
- Acknowledge head scorekeeper and pitch count keeper
- Clarify last inning communication
- Discuss legal pitching motions or balks
- Discuss sliding rules (no head first sliding)
- Be sure players are not wearing jewelry
- Be sure players are in uniform, shirts in
- Inspect fields for unsafe conditions
- Inspect equipment for damage and to meet regulations
- Ensure game starts promptly

## Batting Cage Rules:

1. Adult supervision is required at all times when the batting cage is in use.
2. Pitching machine must be operated by an adult.
3. Only one batter and one/pitching machine operator are allowed in the cage at a time.
4. The pitcher must use an "L" fence protector.
5. Lock/secure the batting cage at all times when not being used by the league.
6. Enforce helmet use for everyone in the batting cage: hitters and pitchers.
7. Only one player in the cage at a time



# SSLL CODE OF CONDUCT

The Board of Directors (Board) of Silver Spur Little League (SSLL) has created the following Code of Conduct (Code) in an attempt to promote sportsmanship and fair play, improving baseball for all involved – coaches, players and spectators.

The Code shall govern the actions of coaches (Little League and paid trainers using SSLL facilities) players, umpires and spectators and establish clear expectations for all involved. As it is impossible to address every behavioral situation, this Code shall be Silver Spur Little League's standard of evaluation.

All program participants, volunteers and spectators are obligated to comply with the terms and conditions of this Code. Any person violating the Code shall be subject to administrative action, up to and including forfeiting their privilege to participate in or attend Silver Spur Little League sponsored activities.

## **Coaching Staff**

*All coaches will be expected to:*

- Be positive role models.
- Display and instill in their players the principles of sportsmanship and fair play.
- Conduct themselves in a manner that best serves the interest of the players.
- Do their best to provide the players with a positive experience.
- Provide level-appropriate instruction in a constructive and supportive manner.
- Treat all players, coaches, umpires, parents, spectators, and league officials with respect.
- Observe all rules, policies and procedures established by SSLL.
- Be free of drugs and alcohol while at SSLL athletic events.
- Honor requests made by parents/doctors' orders pertaining to the ability of a child to play.
- Always have league issued first aid kit on hand and replace items as necessary.
- Make sure players are wearing proper equipment.
- Make sure equipment is in safe working order.
- Enforce the rule that no bats are allowed outside the dugout during games.
- Maintain discipline at all times.
- Notify a parent if a child is injured during practice or a game.
- Not use profanity at any time (practice and game situations).
- Not tolerate behavior that endangers the safety of a child.
- Never lay a hand upon, push, shove, strike or threaten to strike an official, coach, player or spectator.
- Notify the Equipment Manager if an item is damaged or lost.
- Return all equipment issued to them to the Equipment Manager at the end of the season.
- Contact the League Commissioner with any concerns or issues.



# SSLL CODE OF CONDUCT

## **Players**

*Players are expected to:*

- Follow the direction of all coaches.
- Respect all coaches, players, umpires, league officials, and spectators.
- Be on time and ready to play for all practices and games.
- Conduct themselves in a manner that does not endanger another child.
- Not use abusive or profane language.
- Not taunt or humiliate another player.
- Not question an umpire's decision.
- Not abuse, mistreat, mishandle any league issued or personal equipment (throwing helmets, etc.).

## **Parents and Spectators**

*Parents and spectators are expected to:*

- Be positive role models.
- Treat all players, coaches, umpires, and league officials fairly and with respect.
- Make certain their children show respect for all players, coaches, officials and spectators.
- Refrain from coaching from the stands.
- Inform the coach of any disability or ailment that may affect the safety of their child or another child.
- Not question an umpire's call.
- Respect the opponent and avoid any confrontations with opposing players, spectators or coaches.
- Be drug and alcohol free while attending any SSLL athletic event.
- Enforce the belief that doing one's best is more important than winning.
- Contact the League Commissioner with any concerns or issues.

# WEATHER RELATED SAFETY

## HEAT

Heat exposure can lead to a large number of health problems for players and spectators

### *Prevention and Action*

- Get your players to drink plenty of water before and during the games.
- Apply an appropriate amount of sunscreen to exposed areas before a game or practice, and apply it often.
- Don't hesitate to take a player out of the game if they show any of the mentioned symptoms. If a player is thirsty, they are already experiencing dehydration. Allow players to recover until you know they're well hydrated and rested.
- If a player begins to show signs of more severe dehydration, bring them to a cool place, and place cold, wet clothes on their forehead and neck. If a player is unresponsive or unable to consume liquids, they must immediate medical attention. CALL 9-1-1

## LIGHTING

Any amount of lighting poses a serious threat to both players and fan.

### *Prevention and Action*

- If lightning is sighted, get everyone off the field, out of the dugouts, and off any bleachers. Have players wait in the shed and/or vehicles to wait out the lightning. The umpire should direct the coach when to give the all-clear.
- If some is struck, they are safe to touch. Don't hesitate to provide appropriate first aid if necessary, as a victim's body will not hold the charge from the strike.

## RAIN

- The SSSL website ([ssllbb.com](http://ssllbb.com)) will indicate if the fields are unsafe and closed due to rain. Please check before game time or practice.

## EARTHQUAKES

- Move players to the center of the playing field, away from falling debris.
- Account for all team players and volunteers.
- Administer first aid as needed.
- Attempt to keep players calm and stay with players until is it safe to depart the area.



## *FIELD UPDATES*

Our League places a major emphasis on the condition of the fields and facilities. Safety and quality are top priorities. At the beginning of the season, the Equipment Manager inventories, inspects and orders new equipment or repair substandard equipment. Unusable or defective equipment is destroyed. Equipment is sized to the appropriate age group. Tee-Ball teams may only use low-impact balls. Only bases that disengage from their anchors must be used for all fields.

Our League's Fields and Facilities Manager is constantly checking the fields and we work closely with the Rolling Hills Estates Parks administration and staff to ensure the fields are properly maintained. We continuously purchase new equipment to replace damaged items.

In 2003, new bullpens were built on the Major (A) field that included protective fencing and a regulation pitching mound. This now allows a safe area to warm up pitchers

In 2004 and 2005, the League spent approximately \$30,000 to replace the infields of both fields at Ernie Howlett Park. In addition, a fence cover and shade was installed above all four dugouts, which now provide shade for all players and protection from foul balls hit into the dugouts. The batting cage fences were repaired and parts replaced where needed and entirely new nets were placed in each cage, replacing the previous nets that had numerous holes.

Protective fence top roll guards were installed for the 2006 season and will be maintained in the future, helping prevent injuries caused by the top of the chain link fences.

In 2008, we completely rebuilt and improved the interior of the snack shack. All new shelves and equipment were installed.

In 2009, the league purchased an automated external defibrillator (AED) that can be used to treat children and adults in cardiac distress. Training on how to use the AED was added to our annual mandatory pre-season training for coaches and managers.

Once again in 2010, all first aid kits were re-stocked and re-issued to each team manager. The large first aid kit, which is stored in the snack shack, was also restocked. For safety purposes, new field maintenance rules are instituted with instructional meetings for Managers, Coaches and other parent volunteers prior to the start of each season. In 2010, the snack shack mop sink and scoreboards were repaired.

## *FIELD UPDATES*

In 2012 the league conducted major field upgrades and has purchased a second AED for practice fields – all which improve safety for all. A second AED unit has been purchased for practice fields. The following field improvements were completed:

Main Fields: purchased a used John Deer Gator for field maintenance, nail/spike dragger to drag infield and keep the dirt soft for playing; new pitching rubbers; new home plates; approximately 30 tons of new red brick dust; new outfield fencing and yellow fence cap; new 20' x 3' back stop padding. Improved, ongoing field maintenance including: re-seeding and fertilizing the infield grass; widening the base paths; edging and cutting down the grass lips; installing bases and pitching mound to Little League regulation by paid professional; spreading and dragging brick dust to level infields; service and tune up pitching machines - including the machines in the batting cages; hired a professional baseball field maintenance crew to handle field maintenance and cut grass throughout the season; gopher abatement.

Practice Fields: nail/spike dragged dirt infield; added brick dust to home plate areas; installed new home plates and bases – again by a paid professional; edged and cut down lips on dirt infield. The maintenance and up keep will continue throughout the season. With everyone's support, the fields should continue to be a safe environment all year and years to come.

### **2013**

New helmet trees/storage units were installed in each of the dugouts to keep the players safe from entering/exiting the dugout. Snack shack equipment replaced. New snack shack storage equipment and BBQs were purchased. Installation of a brand new shade awning was installed over snack shack. Fields were once again maintained by outside professional, eliminating all field lips. City of Rolling Hills Estates Parks and Recreation Department has installed new handrails on all bleachers. New wood steps were replaced in front and side entrance of snack shack. New pitching machine was purchased and remaining machines were repaired.

In 2013, new constant contact e-newsletters were sent to all families in the league to provide updates on games, players, field conditions, and snack shack specials.



# *FIELD UPDATES*

## **2014**

New batting cage nets; Removed and replaced damaged batting cage fencing in all cages; New pitching machine; New safety signage in cages; New protective L screens in batting cages; New magnetic breakaway safety bases on both fields; New movable protective L screens on both fields; New soft toss screens on both fields; New covers for both the mound and home plate on both fields; New parking lot safety signage (Fly ball warning); Termite tenting and extermination of the snack shack/storage building; Complete refurbish of exterior snack shack/storage building including: new wood siding and trim, new paint, new exterior lighting; new steps and decking; New lighting inside of A storage building; New concrete BBQ concrete pad; New BBQ for faster grilling; New storage shed for tractor (coming 2014); New protective shade sails for B field stands and A field dugouts

## **2015**

New underground wiring with ground fault protection was installed behind the pitching mounds on Fields A and B. In addition there is a plan by the city to install a newly designed ball return for the backstops on the fields

## **2016**

New pitching machine in A Cage; new batting cage nets; Repaired or replaced broken equipment.

2016 Facilities Survey completed with board and submitted online to LL Baseball. As with every year, the SSSL board prepares a budget to include field maintenance repair, equipment replacement, and safety replacement materials (AED, pads, first aid kits).

## *Snack Shack Safety Requirements*

1. All snack shack volunteers must wash hands with soap and warm water at the beginning of, and frequently during, the shift, particularly before and after handling raw food.
2. All snack shack volunteers must know where the fire extinguisher is located and how to use it.
3. Teenagers over the age of 14 may work in the snack shack as long as the snack shack coordinator has cleared them. No one under the age of 14 is allowed in the snack shack.
4. Foods that require refrigeration must be cooled to 41 degrees F as quickly as possible and held at that temperature until ready to cook or serve. **DO NOT LEAVE RAW FOOD UNREFRIGERATED!**
5. Keep food stored off the floor at least six inches.
6. The last shift of the day must wipe down all counters with an anti-bacterial sanitizer, sweep the floors, wash all utensils with soap and hot water, and dispose of trash.
7. Only adults or trained volunteers approved by the snack shack coordinator may operate the barbeque grill. The snack shack coordinator or shift leader should check the grill to assure proper operation.
8. A fully stocked First Aid Kit is available at the snack shack. All volunteers should know the location of the First Aid kit and AED. Volunteers may be called on to provide first aid supplies or help make emergency phone calls.
9. All snack shack volunteers can help remedy unsafe conditions at the fields. Please notify your shift leader or a Little League Board member if you see a potential safety hazard.
10. All volunteers must review opening and closing checklists before and after their shift.



# *Qualified Safety Plan Requirements*

## **Safety Manual**

Silver Spur Little League will distribute a paper copy of this Safety Manual to Managers, Coaches, league volunteers and the District Administrator.

## **Qualified Safety Plan Registration Form**

Silver Spur Little League will submit a Qualified Safety Plan Registration form as part of the Safety Plan.

## **League Player Registration Data**

League player registration data or player roster data and coach and manager data will be submitted via the Little League Data Center at [www.LittleLeague.org](http://www.LittleLeague.org).

# Little League Volunteer Forms



## Little League Volunteer Application - 2016

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

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

Name \_\_\_\_\_ Date \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Social Security # (mandatory with First Advantage or upon request) \_\_\_\_\_  
Cell Phone \_\_\_\_\_ Business Phone \_\_\_\_\_  
Home Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_  
Date of Birth \_\_\_\_\_  
Occupation \_\_\_\_\_  
Employer \_\_\_\_\_  
Address \_\_\_\_\_  
Special professional training, skills, hobbies: \_\_\_\_\_

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

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

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

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

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

Driver's License #: \_\_\_\_\_ State \_\_\_\_\_  
Have you ever been convicted of or pled guilty to any crime(s) involving or against a minor? Yes ☐ No ☐  
If yes, describe each in full: \_\_\_\_\_

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

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

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

League Official ☐ Coach ☐ Umpire ☐ Field Maintenance ☐  
Manager ☐ Scorekeeper ☐ Concession Stand ☐ Other ☐

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

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

IF YOU LIVE IN A STATE THAT REQUIRES A SEPARATE BACKGROUND CHECK BY LAW, PLEASE ATTACH A COPY OF THAT STATE'S BACKGROUND CHECK. FOR MORE INFORMATION ON STATE LAWS, VISIT OUR WEBSITE:

<http://www.littleleague.org/team/programs/childprotection/state-laws-bg-checks.htm>

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

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

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

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

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

### LOCAL LEAGUE USE ONLY:

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

on \_\_\_\_\_

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

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

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

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

## Little League® "Returning" Volunteer Application - 2016

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

If you filled out a volunteer application last year and your league uses the background check tools provided by Little League International, please fill out the returning volunteer application. Otherwise, please use the standard volunteer application.

You must provide the information to all the questions in this section

Have you ever been convicted or pled guilty to any crime(s) involving or against a minor?

Yes ☐ No ☐

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

Are there any criminal charges pending against you regarding any crime(s) involving or against a minor?

Yes ☐ No ☐

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

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

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

League Official ☐ Manager ☐ Coach ☐ Umpire ☐ Field Maintenance ☐  
Score Keeper ☐ Concession Stand ☐ Other: \_\_\_\_\_

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

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

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

If Minor — Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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

Please update ONLY the information in this section which has changed since last year.

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

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

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

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

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

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

\_\_\_\_\_ / \_\_\_\_\_

\_\_\_\_\_ / \_\_\_\_\_

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

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

Special Affiliations (Clubs, Service Organizations, etc.): \_\_\_\_\_

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

IF YOU LIVE IN A STATE THAT REQUIRES A SEPARATE BACKGROUND CHECK BY LAW, PLEASE ATTACH A COPY OF THAT STATE'S BACKGROUND CHECK. FOR MORE INFORMATION ON STATE LAWS, VISIT OUR WEBSITE:

<http://www.littleleague.org/team/programs/childprotection/state-laws-bg-checks.htm>

### LOCAL LEAGUE USE ONLY:

Background Check completed by league officer \_\_\_\_\_

on \_\_\_\_\_

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

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

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

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