

*Westbury Little League*

*Westbury Little League*



# SAFETY MANUAL 2020

*"To create awareness, through education and information,  
of the opportunities to provide a safer environment  
for kids and all participants  
of Westbury Little League Baseball."*

## **Emergency Phone Numbers**

Fire  
Ambulance  
Police  
Poison Control Center

**For Houston Police - 713-  
884-3131  
Otherwise 911 for Fire &  
Ambulance.  
Poison Control - 1-800-222-  
1222**

*Westbury Little League*

**TABLE OF CONTENTS**

Safety Program ..... iii  
Definitions ..... iv  
Important Contact Information ..... v  
Safety Guidelines for Coaches ..... 2  
    Injury Data Reported by Little league ..... 2  
    Exposure to Unsafe Practices ..... 3  
    Safety Foundations ..... 3  
    Warm-Up Drills ..... 4  
    Safe Ball Handling ..... 4  
    Sliding Safety ..... 5  
    Retrieving Balls ..... 5  
    Collisions ..... 5  
    Batter Safety – Wild Pitches ..... 6  
    Throwing the Bat ..... 6  
    Bat Safety ..... 6  
    Handling the Heat ..... 7  
    Catcher Safety ..... 8  
    General Inattention ..... 8  
    Control of Horseplay ..... 8  
    Suggestions ..... 8  
Accident or Unsafe Condition Reporting ..... 9  
    What to Report ..... 9  
    When to Report ..... 9  
    How to Make the Report ..... 9  
    WLL Safety Officer’s Responsibilities ..... 9  
Accident or Unsafe Condition Report ..... 10  
Westbury Little League Safety Code ..... 12  
Little League Safety Code ..... 13  
Westbury Little League Code of Conduct ..... 14  
Concession Stand Safety/Sanitation Issues ..... 15  
Lightning Policy ..... 16  
    Lightning Facts ..... 16  
    Common Sense ..... 16  
    Lightning Threats During Practice ..... 16  
    Lightning Threats at Westbury Little League ..... 16  
    Evacuation Procedures ..... 16  
    First Aid Recommendations for Lightning Victims ..... 19  
First Aid ..... 18  
    First Aid Procedures ..... 18  
    Cuts and Bruises ..... 18  
    Nosebleeds ..... 18  
    Soft Tissue Injuries ..... 18  
    Fractures ..... 19  
    Notification of Family ..... 19  
    Follow-Up on First Aid Cases ..... 19  
    Heat Stress, Heat Exhaustion and Heat Stroke ..... 20  
Child Abuse Awareness ..... 21

# *Westbury Little League*

## **SAFETY PROGRAM**

Fellow Westbury Little League Parents:

Westbury Little League plays an important role in the development of our children, instilling in them confidence, an understanding of fair play and the rights of other people. As parents we have an obligation and responsibility for the safety of our children as they learn what competition and sportsmanship are all about while they improve their physical skills and coordination.

The safety program outlined in this safety manual is primarily concerned with controlling the causes of accidents, which can be eliminated without taking any action, speed or competition out of the game. Maintaining a safe playing environment includes fostering an attitude of alertness, hustle and enthusiasm, the proper use of good equipment, proper instruction in the fundamental skills of baseball and softball, well-maintained facilities and leadership that emphasizes safe play at all times.

Safety is the responsibility of everyone at Westbury Little League – the Board of Directors, all managers and coaches, umpires and every parent. The responsibility for development and implementation of this safety plan falls on the Westbury Little League Safety Officer. The Safety Officer is responsible for insuring that first aid facilities are available at the WLL fields and that arrangements have been made for emergency care. The Safety Officer advises on unsafe conditions and coordinates corrective actions to improve overall safety conditions.

As League President I want to ask each of you for cooperation in implementing this safety plan and in making Westbury Little League one of the safest in District 16 and in Texas.

*Aaron Conte*

President, 2020

Westbury Little League

## **DEFINITIONS**

ACCIDENT	is a sudden, undesirable and unplanned occurrence often resulting in bodily injury, disability and/or property damage.
ACCIDENT CAUSE	is an unsafe condition, situation or act that may result directly in or contribute to the occurrence of an accident.
CORRECTIVE ACTION	is the positive steps or measures taken to eliminate, or at least minimize, an accident cause.
CASE	is used in the general sense, such as: accident case, injury case, claim case or insurance case.
HAZARD	refers to a condition or a situation that could cause an accident.
INJURY	is the physical harm or damage often resulting from an accident.
INSURANCE CLAIM	refers to the right of a parent, as in the case of accident insurance to have eligible medical expenses resulting from an accidental injury connected with a game or scheduled practice paid by the appropriate insurance company.
TYPE OF ACCIDENT	is a phrase used to describe an unintentional, sudden incident that can be identified so effective counter measures may be taken. Examples are: struck by, tripped, fell, collision with, caught between, etc.
AN UNSAFE ACT	refers to unintentional human failure or lack of skill that can lead to an accident. It is one of the two general accident causes, the other being an unsafe condition.
AN UNSAFE CONDITION	is an abnormal or faulty situation or condition which may cause an accident. Its presence, particularly when an unsafe act is committed, may result in an accident.

*Westbury Little League*

**IMPORTANT CONTACT INFORMATION – 2020 BOARD**

**2020 Board of Directors  
Westbury Little League**

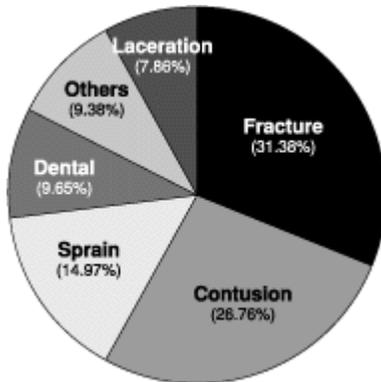
<b>Name</b>	<b>Position</b>	<b>Primary E-mail</b>
Aaron Conte	President	president@westburyll.com
Steven Herce	V. P. Baseball	baseball@westburyll.com
James Andreatos	V.P. Operations	operations@westburyll.com
Gary Taylor	V.P. Finance	finance@westburyll.com
Larry McCarty	V.P Marketing	vpmarketiing@westburyll.com
RJ Bruce	Scheduler, Recording Secretary	rj.bruce@nortonrosefulbright.com
Trey Kell	Registration Coordinator	registration@westburyll.com
Kevin Lawson	Tournament Director	tournament@westburyll.com
Sam Camero	Player Agent, Uniforms	sam.camero@gmail.com
Michael Weatherly	Scheduler, Pee-Wee Player Agent	mweatherly1979@gmail.com
John Turner	Concession Manager	turner360@msn.com
Adam Slater	Safety Officer	safetyofficer@westburyll.com
Trevor Wood	Trophies & Photos, Majors Player Agent	trevor.3rdcoast@gmail.com
Jack Flores	Equipment Manager	jflores082981@aol.com
Darrick DeViney	Fall Ball Coordinator	fallball@westburyll.com
Jason Goodman	Marketing Support, Tadpole Player Agent	Jasongoodman5@gmail.com
Travis Garms	Player Agent – JMP	tlgarms@yahoo.com
David Tollar	Grounds Committee Chair, Minors Player Agent	David.Tollar@target.com
Israel Lopez	Umpire Coordinator	ilopezconstruction@gmail.com

*Westbury Little League*

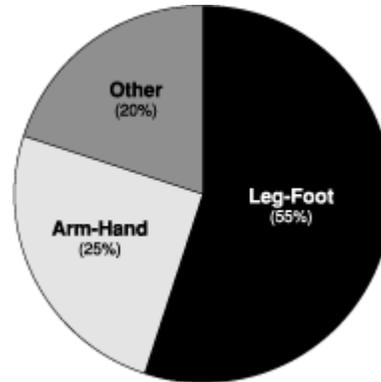
**SAFETY GUIDELINES FOR COACHES**

**Injury Data Reported by Little League**

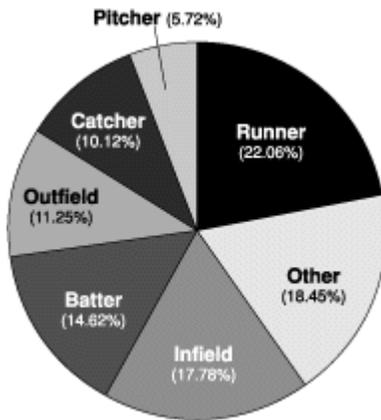
**All Reported Injuries**



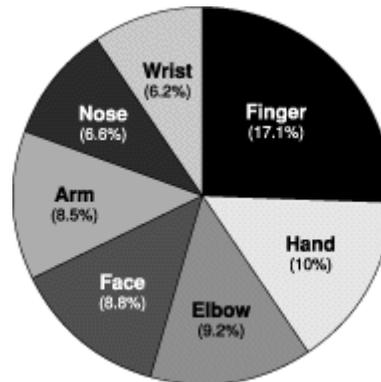
**Most Common Injuries to Batters**



**Injury Per Position**



**Runner Injuries**



# Westbury Little League

## Exposure to Unsafe Practices

Providing safe field conditions and the proper use of equipment contribute towards player safety. However, only 20% of accidents can be attributed to unsafe conditions or unsafe equipment. Unsafe acts account for approximately 80% of all accidents. These *Safety Guidelines for Coaches* identify some of the causes of unsafe acts and proposes definitive steps that coaches can take to counteract them.

## Safety Foundations

The foundations of our safety program include the following:

**LITTLE LEAGUE RULES AND LITTLE LEAGUE SAFETY CODE:** Strict adherence to the rules and safety code that Little League has developed has resulted in minimizing injuries. Less than 2% of Little League players nationwide seek medical attention for an injury as compared to 6% for school baseball players in the same age groups. Coaches are expected to support and enforce playing by the rules and following the safety code. The Safety Officer will submit a registration form and complete ASAP Safety Plan, and Facility Survey to be sent to Little League Baseball, with a copy kept on file, and conduct a search of the Department of Justice's nationwide sex offender registry, using the JDP National Criminal File Database on all new & returning volunteers. League will also submit Player roster data in accordance with Little League Requirements.

**WLL SAFETY CODE AND WLL GROUND RULES:** In addition to the Little League rules and safety code WLL has adopted ground rules and a safety code that complement Little League's rules for our League. Coaches are expected to support and enforce playing by the rules.

**WESTBURY LITTLE LEAGUE GUIDELINES FOR ALL VOLUNTEERS:** All managers, coaches, Board members, volunteers or hired workers who provide regular services to the league and/or have repetitive access to or contact with players or teams **must** complete the JDP Background Screening process.

All applicable volunteers will be checked against the JDP National Criminal File

Database which contains criminal and sex offender registry records covering 50 states and the District of Columbia.

**Coaches:** The *Guidelines for Coaches* published in the *WLL Safety Manual* are suggestions that managers and coaches should consider to increase the safety of their players. All coaches are expected to contribute suggestions that will make Westbury Little League a safer league for our players. With proper coaching, instruction and drill work, it is expected that younger players will develop protective skills that will see them through the more competitive age levels of the game. Keep in mind that our youngsters develop at different paces. Some younger players on your team may be able to handle themselves better than some of the older players on your team. As a coach you should assess each player's development and skill level individually, especially in terms of their safety. Coaches will be required to attend coaching and first-aid clinics at the beginning of the season.

**SAFE FIELDS:** Walk the field prior to each game or practice to remove any hazards. The presence of loose playing equipment is a potential hazard that should be minimized. Assign a manager or adult coach the responsibility for picking up and storing loose equipment.

**PROPER EQUIPMENT:** Make the proper use of Little League approved equipment a regular part of every practice. Encourage your players to use the proper protective gear and instruct them in the proper use of the equipment.

**ATTITUDE:** Coach an attitude of alertness, hustle and enthusiasm. Good sportsmanship and courtesy contribute to a safe playing environment and can be taught best through the good example taught by adults on and off the field.

**WARM-UP EXERCISES:** Start every game and practice with calisthenics and stretching to reduce the chance of injuries. In colder weather put more emphasis on stretching.

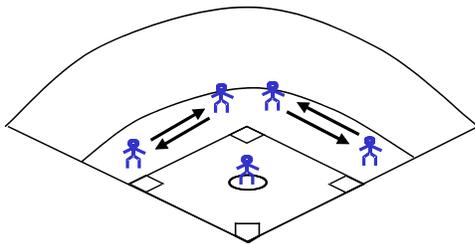
# Westbury Little League

## Warm-Up Drills

There is a serious accident exposure during warm-ups drills, particularly in the infield. The following suggestions will reduce the danger of being struck by a misdirected ball:

- 1) Only players and coaches should be on the field during drills. Keep all unauthorized people off the field during drills.
- 2) Stress alert play – keeping the eye on the ball at all times.
- 3) Eliminate potential targets for misdirected balls:
  - a) Throwing and catching drills should be set up with players in two lines facing one another.

During warm-ups have the third baseman move to their left so that balls aren't directed towards the pitcher. Even better, pair up the 3<sup>rd</sup> baseman and shortstop and 1<sup>st</sup> and 2<sup>nd</sup> baseman during warm-ups



## Safe Ball Handling

- 1) Coach judging the flight of a batted ball by drilling with flies that begin easy and made more difficult as a player's judgment and skill improves. Everyone should eventually be able to handle balls that go overhead.
- 2) 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 last split-second move.
- 3) 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. If moving forward, the player is in a better position to make a throw.
- 4) It is safer for the player to knock a ball down and rehandle it than to let the ball determine the play.

Use a tennis ball with younger players to develop confidence in catching the ball.

# *Westbury Little League*

## **Sliding Safety**

A correct slide is also a safe one. The best way for players to develop safe slides is to practice sliding. The following can make the learning period safer:

- 1) Long grass has been found to be better than a sand or sawdust pit to teach sliding.
- 2) The base must not be anchored down.
- 3) Sliding pads are recommended.
- 4) The player should make approaches at half speed and keep constantly in mind that hands and feet should be in the air. Once committed to slide, the player must not change strategy. Last minute hesitation causes most sliding injuries.
- 5) Tennis shoes are suggested for beginning sliding and tagging practice to avoid injury to the defensive player.
- 6) If the ground along the baselines becomes soft on a rainy day, such weather offers an excellent opportunity to have sliding drills. It should be kept in mind that headfirst sliding is not recommended except when returning to a base.

## **Retrieving Balls**

Persons who have been specifically assigned to that duty should retrieve balls that go out of the park. Such persons should be youngsters who can be relied on not to endanger themselves by climbing fences or getting into a scramble for possession of a ball.

## **Collisions**

Collisions result in more injuries than most other types of accidents. They are usually caused by errors of judgment or lack of teamwork between fielders. Establish zones of defense to avoid collisions between players, especially when players are chasing high fly balls. 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 their intentions in a loud voice to warn others away. Here are some general rules to follow:

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

## *Westbury Little League*

### **Batter Safety - Wild Pitches**

A batter's greatest accident exposure is from wild pitches, which account for a major portion of all accidents. The best defense is an alert, confident concentration on the ball. Since the danger is increased as pitchers learn to throw with greater force and as more games are played, it is doubly important to take whatever countermeasures necessary to offset this exposure.

- 1) Batter safety starts with a well fitted, Little League approved helmet with faceguard.
- 2) The development of the novice batter's ability to take evasive action can be improved by getting the player to relax and concentrate on the ball from the time the pitcher starts delivery until it lands in the catcher's mitt. Players with slow reflexes can also be helped by simulated batting and ducking practice with a tennis ball.
- 3) The unsportsmanlike practice of crowding the plate or jumping around to rattle the pitcher must not be tolerated. This could endanger the batter if it causes the pitcher to lose control. Umpires should stop such actions.
- 4) Make sure the batter holds the bat correctly when bunting can reduce painful finger and hand injuries. Youngsters have a tendency to lean too far over the plate and not keep the ball well out toward the end of the bat. This should be corrected.
- 5) When the batter becomes a base runner, that player should be taught to run outside the foul lines when going from home plate to first and from third to home, to reduce the chance of being hit by a thrown ball.
- 6) Coaches and umpires should be on the alert to correct batters that have a tendency to step into the catcher as they swing.

### **Throwing the Bat**

The most easily prevented type of accident is the too frequent fault of beginners throwing the bat while running to first base. Correct this behavior through individual instruction to drop the bat safely by:

- 1) Have the player hand the bat to the coach will serve as a reminder before each ball is pitched.
- 2) Have the player drop the bat in a marked-off circle near where running starts.
- 3) Count the player "out" in practice whenever the player fails to drop the bat correctly.
- 4) Provide bats with grips that are not slippery.

### **Bat Safety**

A more serious injury is waiting for the absent-minded youngster who unconsciously walks into the swing of the coach's bat when the coach is hitting flies, or the equally unwary player who walks into the swing of a player in the on-deck circle. These situations demonstrate the need for everyone to become safety-minded, not only for their own good but also for the safety of others. The following precautions are suggested:

- 1) The player, usually a catcher, assigned to catching balls for the coach hitting flies should be given the specific assignment of warning away anyone who comes too close.
- 2) All players and adults should be trained to walk around the on-deck circle whether it is in use or not. The ingrained safety habit of keeping clear may save someone a painful injury.
- 3) No player should have a bat in his or her hand unless instructed to do so by the manager of coach.

# *Westbury Little League*

## **Handling the Heat**

On hot summer days, protecting your players from potentially deadly injury may depend on what you don't do.

Children's heat regulating processes are not fully developed, and their skin surface is proportionately greater than that of an adult's. So exposing players to prolonged workouts or games in high heat, or mild heat with high humidity, is a risk you shouldn't take.

Because their body surface to weight ratio is high, a child's skin actually works against them, taking in more heat than they can absorb internally; so where an adult's temperature might slowly climb as they become overheated, on a hot, humid day a child's will skyrocket, leaving little time to react.

To protect players from heat illnesses — heat stress, heat exhaustion and heat stroke — make sure all your players are properly hydrated before games and practices. Make sure your coaches know to schedule drink breaks every 15 to 30 minutes during practices on hot days, and to encourage players to drink between every inning.

There are other problems with heat that you may not realize until it is too late. Heat stress can alter your coordination, lessen your concentration, reduce strength and alertness, and make you irritable.

### **MONITOR YOUR PLAYERS, FELLOW COACHES AND UMPIRES:**

If you are not sure how much fluid to drink, you can monitor your hydration using one of these methods.

1. **Weight:** Weigh before and again after practice. For every pound players lose during the workout they will need to drink 2 cups of fluid to rehydrate their bodies. Doctors recommend players drink enough clear fluids to be back to their normal body weight before playing/practicing again in high heat.
2. **Urine color:** Check the color of your urine. If it's dark gold like apple juice, you're dehydrated. If you are well hydrated, your urine will look like pale lemonade.

### **WHEN TO PLAY:**

Try to schedule practices in the morning before noon or in the evening, as temps start to moderate.

### **WHAT, WHEN TO DRINK, EAT**

- Drink 10 to 16 ounces of cold fluid about 15 to 30 minutes before workouts.
- Drink 4 to 8 ounces of cold fluid during exercise at 10 to 15 minute intervals. One of the most important things to do is drink plenty of water during hot weather. The body can lose as much as three gallons of fluid a day while working in hot, humid weather.
- Drink a beverage that contains a small amount of sodium and electrolytes like potassium and chloride.
- Start drinking early in your workout because you will not feel thirsty until you have already lost 2% of your body weight; by that time you will already be significantly dehydrated.
- Avoid carbonated drinks, which can cause gastrointestinal distress and may decrease the fluid volume.
- Avoid beverages with caffeine due to its diuretic effect.
- Research has found that sports drinks containing between 6% and 8% carbohydrate (sugars) are absorbed into the body as rapidly as water and can provide energy to working muscles that water cannot.
- **Eat Lightly:** Light, nutritious meals, preferably cold are better for you due to the fact that they are easier to digest. Fatty foods are hard to digest, and hot weather makes them that much harder to digest.
- **Use Salt:** Add salt to your food but don't over-do it, such as taking salt tablets. If you have high blood pressure, heart problems or circulatory ailments, consult your physician.

# *Westbury Little League*

## **Catcher Safety**

The catcher has more accidents than any other player. As with other positions, coaching is important to safety because the more proficient the player, the less the chance of injury.

- 1) Assuming that the catcher is wearing the required protection the greatest exposure is to the ungloved hand. The catcher must learn to:
  - a. Keep it relaxed.
  - b. Always have the back of the throwing hand toward the pitcher when in position to catch.
  - c. Hold all fingers in a cupped position near the mitt, ready to trap the ball and throw it.
- 2) The catcher should be taught to throw the mask and catcher's helmet in the direction opposite the approach in going for a high fly.
- 3) As the catcher learns to play this difficult position, a good habit is to keep a safe distance back from the swinging bat. Estimate this as one foot farther from the batter than the ends of the outstretched fingers.
- 4) The best protection is keeping the eye on the ball.

## **General Inattention**

An underlying cause of many ball-handling accidents appears to be inattention to inaction or boredom. Use idle time to practice skillful and safe play.

- 1) Encourage otherwise idle fielders to "talk it up." Plenty of chatter encourages hustle and enthusiasm.
- 2) Players waiting for a game or practice to start can pair off and play catch to improve their basic eye-on-the ball technique.
- 3) Practice should include plenty of variety in the drill work.
- 4) Put a time limit on each drill and do not hold the total practice for more than two hours, or less if interest begins to lag.
- 5) Have idle players study the form of other players to improve their own techniques. Have them report on what they have learned to improve their own form on running, ball handling, throwing, batting and sliding.

## **Control of Horseplay**

Controlling horseplay and other types of youthful behavior that could even remotely be the cause of an accident is a responsibility of all managers and coaches. Even a mild form of such childish behavior could distract any player about to catch a ball or possibly when at bat, and result in an accident. After all -- team play requires 100% cooperation among all players, and good sportsmanship demands courtesy to opposing players.

If show-offs and smart-alecks cannot find sufficient outlet for their high spirits in the game, quick and impartial disciplinary action must be taken.

## **Suggestions?**

Forward your suggestions and coaching tips to the WLL Safety Officer or pass them along to any Board member.

# Westbury Little League

## ACCIDENT OR UNSAFE CONDITION REPORTING

### What to Report

An incident during an official contact (practice or game) or other WLL-sponsored event that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first-aid must be reported to the WLL safety officer within 48 hours. If the incident occurs at the WLL fields notify the Board member on duty immediately. This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury or period of rest.

An unsafe condition or behavior that could result in an accident should also be reported to the Board member on duty and the WLL safety officer.

*Good judgment must be used in deciding which accidents or unsafe conditions to report. The severity of an injury should not be the only basis of deciding to determine reasons for an accident and what can be done to reduce the chances of its recurrence. The possibility of a similar and more severe accident occurring should be our main reason for getting at the causes and taking suitable corrective action.*

*Examples of cases that probably would not require reporting would be a "strawberry" from sliding or minor strains and bruises, not associated with serious unsafe acts or conditions.*

### When to Report

WLL has an active Safety Officer on file with Little League International. All such incidents described above must be reported to the WLL Safety Officer within 48 hours of the incident. The WLL Safety Officer for 2020 is Adam Slater. He can be reached at the following:

Cell Phone: 832-748-7011  
E-mail: safetyofficer@westburyll.com

### How to Make the Report

BY TELEPHONE: Reports can be made by telephone. At a minimum, the following information must be provided:

- The name and phone number of the individual involved
- The date, time, and location of the incident
- As detailed a description of the incident as possible
- The preliminary estimation of the extent of injuries
- The name and phone number of the person reporting the incident

IN WRITING: Reports can also be made in writing using the Accident or Unsafe Condition Report form which is available from the WLL website ([www.westburyll.org](http://www.westburyll.org)), in the WLL Safety Manual and in the concession stand at WLL fields. The forms should be emailed to the Safety Officer.

### WLL Safety Officer's Responsibilities

Within 48 hours of receiving the incident report, the WLL safety officer will contact the injured party or the injured party's parents and

- Verify the information received;
- Obtain any other information deemed necessary;
- Check on the status of the injured party; and
- In the event that the injured party required other medical treatment (i.e., Emergency Room visit, doctor's visit, etc.) will advise the parent or guardian of the WLL's insurance coverage and the provisions for submitting any claims. If the extent of the injuries is more than minor in nature, the WLL safety officer shall periodically call the injured party to:
  - Check if any other assistance is necessary in areas such as submitting 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 safety officer will work with the WLL Board of Directors to correct any unsafe conditions that may have contributed directly or indirectly to the accident. The safety officer will file the Annual Little League Facility Survey every year and maintain a file of *Accident or Unsafe Condition Reports* and record any corrective actions performed.

*Westbury Little League*

**ACCIDENT OR UNSAFE CONDITION REPORT**

**INJURY**

NAME: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

PARENTS (IF MINOR) \_\_\_\_\_

**DESCRIPTION OF INCIDENT OR UNSAFE CONDITION**

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

DESCRIPTION: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PERSON MAKING REPORT**

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

**FOLLOW-UP / CORRECTIVE ACTION**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# *Westbury Little League*

## **SAFETY CODE**

### **General**

- 1) No children under the age of 10 will be permitted in the score boxes on Tadpole, M3, M4, Senior and Pee-Wee fields.
- 2) All Managers and coaches must report accidents to the WLL safety officer within 48 hours of any incident.
- 3) There must be at least two adults present at every contact.
- 4) The Board member on duty will brief the concession stand workers at the beginning of each team's shift on proper safety procedures and make workers aware of written procedures.
- 5) Every team must have access to a first aid kit and access to a phone at every practice.
- 6) At least one manager or coach from every team must attend pre-season first aid training and Little League mechanics/fundamentals training. AED training is included in this session. The coach's clinic will be held March 2020, run by Steven Herce at the Westbury Little League complex, and the first aid clinic will be held in March 2020, conducted by Peter White, EMT, Houston Fire Department. The Rules and Fundamentals Clinic will be conducted on March 2020 by umpire Jeff Newman.
- 7) Coaches and Umpires are required to inspect fields prior to every game or practice for hazards including holes, damage, stones, glass and other foreign objects. Dangerous conditions must be corrected before play may begin.
- 8) Any offensive player acting as a base coach must wear a helmet.
- 9) The Safety Manual will be available to all via the league's website; copies will also be kept in all common areas for all volunteers.
- 10) League to submit player registration data or player roster data and coach and manager data.

### **Bat Safety**

- 1) Responsibility for keeping bats and loose equipment off the field shall be that of a team's manager or adult coach.
- 2) Batting cages are to remain locked unless two adults are supervising batting practice. Only one adult is necessary if the team is using a single bat or if all bats are stored in the batting cage.
- 3) No player shall be allowed to swing a bat in the on-deck circle or in the dugout at any time.
- 4) Only coaches are allowed in the area of the dugout not covered by the roof.
- 5) The first batter, and only the first batter, in the inning for the offensive team may warm up outside the dugout under the direct supervision of an adult coach.
- 6) During a game no player shall have a bat in their hands unless it is their turn to bat.
- 7) Bats are not allowed in the dugout and should be stored in the equipment area before the start of the game.
- 8) The next batter may retrieve their helmet and wear it in the dugout until it is their turn to bat. The player may obtain their bat upon entering the field.
- 9) Players must wear helmets anytime they are swinging a bat.
- 10) During warm-ups no player shall have a bat in their hands unless instructed to do so by a coach.

# *Westbury Little League*

## **SAFETY CODE**

### **Pre-game Warm-ups**

- 1) Batting practice may be conducted within the batting cages and supervised by an adult coach inside the cage and one adult coach outside the cage.
- 2) All pre-game warm-ups for games scheduled on M1, M2 or M3 must be performed in the designated area behind the equipment shed.
- 3) All pre-game warm-ups for games scheduled on M3 and Pee-wee must be performed in the designated area between the M3 field and the Pee-wee field and beyond the 1st base bleachers on the M3 field.
- 4) All pre-game warm-ups for games scheduled on the Senior field must be performed in the back half of the Pee-wee parking lot.
- 5) Pre-game warm-ups for any game may be performed on the assigned fields.
- 6) Pre-game hitting practice on the field will be restricted to whiffle balls, tennis balls, or some similar product and must be directly supervised by an adult coach.
- 7) There will be no 'soft-toss' drills into the chain-link fences on any field using hard-balls.

### **Equipment**

- 1) Coaches and managers should inspect equipment before each use.
- 2) In baseball, all batting helmets must be unpainted. Face Guards are required for Tadpole, Junior Machine Pitch, and Pee-wee. Minors must have either a face guard or C-flap.
- 3) Catcher's mask must include a dangling throat guard.
- 4) Catcher's chest guard and other protective equipment must be adjusted for the proper fit.
- 5) Only the long catcher's chest protector is approved for use at WLL.
- 6) All catchers should be trained on the fundamentals of the position so that protective equipment will protect the player.
- 7) All male catchers must wear appropriate protective cup and support.

### **Pitchers**

- 1) Adults may not warm-up pitchers. This includes pre-game warm-ups in the designated bullpen.
- 2) All catchers warming-up pitchers must wear a face mask; male catchers must also wear a protective cup.

# *Westbury Little League*

## **LITTLE LEAGUE SAFETY CODE**

- Responsibility for safety procedures should be that of an adult member of the local league.
- Arrangements should be made in advance of all games and practices for emergency medical services.
- Managers, coaches and umpires should have some training in first-aid. First-Aid Kit will be available at the field.
- No games or practice should be held when weather or field conditions are not good, particularly when lighting is inadequate.
- Play area should be inspected frequently for holes, damage, glass and other foreign objects.
- Dugouts and bat racks should be positioned behind screens.
- Only players, managers, coaches, and umpires are permitted on the playing field during play and practice sessions.
- Responsibility for keeping bats and loose equipment off the field of play should be that of a regular player assigned for this purpose.
- Procedure should be established for retrieving foul balls batted out of the playing area.
- During practice and games, all 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.
- Equipment should be inspected regularly. Make sure it fits properly.
- Pitching machines must be in good working order (including extension cords, outlets, etc....) and must be operated only by adult managers and coaches.
- Batters must wear approved protective helmets during practice, and during games.
- Catchers must wear catcher's helmet, mask, throat protector, long model chest protector, shin-guards and male catchers must wear a protective supporter at all times.
- Except when runner is returning to a base, headfirst slides are not permitted.
- During sliding practice bases should not be strapped down and should be located away from the base anchoring system.
- 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 must not wear watches, rings, pins, jewelry or other metallic items.
- Catchers must wear catcher's helmet and mask with a throat protector in warming up pitchers. This applies between innings and in bullpen practice.
- Batting/catcher's helmets should not be painted unless approved by the manufacturer.
- Regulations prohibit on-deck batters. This means that no player should handle a bat, even while in an enclosure until it is his/her time to bat.
- Players who are ejected, ill or injured should remain under supervision until released to a parent or guardian.

# *Westbury Little League*

## **WESTBURY LITTLE LEAGUE CODE OF CONDUCT**

Little League Baseball is a program of service to youth. Westbury Little League is dedicated to providing an atmosphere of sportsmanship, and fair play. It is the responsibility of all spectators and participants to help maintain this atmosphere.

In addition to the official Regulations and Playing Rules of Little League Baseball found in the Little League Rule Book, Westbury Little League requires all spectators and participants to adhere to the following rules and regulations:

1. The use of profanity on the playing field and/or grounds will not be permitted.
2. The use of alcohol and tobacco, in any form, is prohibited on the playing field and in the dugouts.
3. Alcoholic beverages, in any form, are not permitted on the grounds.
4. The home plate umpire, umpire-in-chief, is responsible for the rules and conduct on the playing field. He does have the authority to seek advice and/or assistance from a member of the Board of Directors.
5. The umpire-in-chief should converse solely with the manager of either team regarding conduct of players, managers, and parents and/or violation of playing rules.
6. Umpires and managers should at all times minimize conferences that would result in delay of game.
7. As the role model for this team, the manager must recognize the fact that his conduct is to be above reproach. He is responsible for the conduct of his coaches, players and parents.
8. During a game, managers, coaches, players and/or spectators should offer words of encouragement to their own team and refrain from derogatory remarks to the opposing team.
9. Managers, coaches and spectators should only use constructive criticism. Verbal abuse and/or negative criticism directed toward an individual player will not be tolerated.
10. A member of the Board of Directors shall, at all times, have the right and authority to approach the umpire-in-chief to make certain that the umpire is aware of and enforces the rules of conduct for Westbury Little League.
11. Any and all discussions regarding rules, games or conduct should be handled in a discreet manner away from the presence of players and spectators.

The continued success of this league depends upon our cooperation with and the understanding of each other.

## **CONCESSION STAND SAFETY/ SANITATION ISSUES**

1. No children are allowed in the cooking area
2. Protective cutting gloves must be used when cutting with sharp knives
3. Hair restraint (Baseball Cap) is required if working in concession stand
4. Hands must be washed every 30 minutes or after using restroom
  - Must use warm water
  - Wash thoroughly for 20 seconds
5. Uncooked food must stay below 35 degrees
  - Minimize frozen food laying out on counters
  - Garnish containers must be on bed of ice
  - Don't allow refrigerated food to sit out for more than a few minutes
6. Meat products must be cooked to internal temperature of 165 degrees
  - Chicken tenders need to be cooked until golden
  - Hamburgers must be cooked to medium well
7. Use sanitized water to rinse dishes, pots and pans
  - Put 2 caps of bleach in rinse water
  - Submerge in rinse water after thoroughly washing
  - Allow to air dry
8. Don't attempt to dump hot oil from fryers
  - Designated grease trap is the only acceptable place for old oil
  - Never attempted to dump while oil is hot
  - At end of night just use fryer screen to skim off debris
9. No smoking or tobacco products of any kind allowed in concession area
10. No pets allowed in concession area

# *Westbury Little League*

## **LIGHTNING**

### **Lightning Facts**

- The average lightning stroke is 6 - 8 miles long.
- The average thunderstorm is 6 - 10 miles wide and travels at a rate of 25 miles per hour.
- Once the leading edge of a thunderstorm approaches within 10 miles, you are at immediate risk due to the possibility of lightning strokes coming from the storm's overhanging anvil cloud.
- On average, thunder can be heard over a distance of 3 - 4 miles, depending on humidity, terrain, and other factors. The distance between sequential strikes can be 6-8 miles. This means that by the time you hear the thunder, you are already in the risk area for lightning strikes.

### **Common Sense**

The ultimate truth about lightning is that it is unpredictable and cannot be prevented. Therefore, a manager, coach, or umpire who feels threatened by an approaching storm should stop play and get the kids to safety - regardless of whether the lightning detector goes off, or if the "flash-bang" proximity measure applies. When in doubt, the following rule of thumb should be applied.

### **Lightning Threats During Practice**

All Managers and Coaches are required to have the app My Lightning Tracker downloaded to their mobile device.

Practice should be halted and the field evacuated when lightning has been detected within 3-miles of the fields.

### **Lightning Threats at WLL**

The Board uses a lightning detector device that detects bursts of electromagnetic radiation - in the forms of very low frequency radio signals - generated by lightning flashes up to 40 miles away. It is located at the concession stand.

The Board member on duty will monitor the lightning detector and the progress of the storm. When the Board member on duty makes a determination that it is unsafe to continue (generally lightning within 3 miles or a storm that is advancing rapidly) they will sound a horn signifying to all umpires that lightning has been detected and that it is unsafe to continue play. The umpire should halt of play and instruct the teams to evacuate the fields. The signal will be three short blasts from an air horn.

When no lightning has been detected within 3-miles of the fields in the preceding 20 minutes and in the opinion of the Board member on duty that it is safe to continue, the Board member on duty will signal 'All Clear'. The 'All Clear' signal will be a solid 5 second blast of the air horn.

### **Evacuation Procedures**

No place is absolutely safe from the lightning threat, but some places are safer than others. Large enclosed shelters (substantially constructed buildings) are the safest. For the majority of participants, the best area for them to seek shelter is in a fully enclosed metal vehicle with the windows rolled up. If you are stranded in an open area and cannot get to shelter in your car, put your feet together, crouch down, and put your hands over your ears (to try and prevent eardrum damage).

AVOID high places and open fields, isolated trees, unprotected gazebos, grandstand covers, dugouts, flagpoles, light poles, bleachers (metal or wood), metal fences and water.

**WHEN YOU HEAR IT - CLEAR IT**

**WHEN YOU SEE IT- FLEE IT**

## **LIGHTNING**

### **First Aid Recommendations for Lightning Victims**

Most lightning victims can actually survive their encounter with lightning, especially with timely medical treatment. Individuals struck by lightning do not carry a charge and it is safe to touch them to render medical treatment. Follow these steps to try to save the life of a lightning victim:

<b>First</b>	Call 911 to provide directions and information about the likely number of victims.
<b>Response</b>	The first tenet of emergency care is "make no more casualties". If the area where the victim is located is a high-risk area (mountain top, isolated tree, open field, etc.) with a continuing thunderstorm, the rescuers may be placing themselves in significant danger.
<b>Evacuation</b>	It is relatively unusual for victims who survive a lightning strike to have major fractures that would cause paralysis or major bleeding complications unless they have suffered a fall or been thrown a distance. As a result, in an active thunderstorm, the rescuer needs to choose whether evacuation from very high-risk areas to an area of lesser risk is warranted and should not be afraid to move the victim rapidly if necessary. Rescuers are cautioned to minimize their exposure to lightning as much as possible.
<b>Resuscitation</b>	If the victim is not breathing, start mouth-to-mouth resuscitation. If it is decided to move the victim, give a few quick breaths prior to moving them. Determine if the victim has a pulse by checking the pulse at the carotid artery (side of the neck) or femoral artery (groin) for at least 20-30 seconds. If no pulse is detected, start cardiac compressions as well. In situations that are cold and wet, putting a protective layer between the victim and the ground may decrease the hypothermia that the victim suffers which can further complicate the resuscitation. In wilderness areas and those far from medical care, prolonged basic CPR is of little use: the victim is unlikely to recover if they do not respond within the first few minutes. If the pulse returns, the rescuer should continue ventilation with rescue breathing if needed for as long as practical in a wilderness situation. However, if a pulse does not return after twenty to thirty minutes of good effort, the rescuer should not feel guilty about stopping resuscitation.

## **FIRST AID**

Sports are a great way to stay in shape and to get involved in a fun activity. Unfortunately, some of the occupational hazards of participation include minor injuries – everything from a cut to a sprained ligament. Learn the ins and outs of preventing and treating minor sports injuries from medical and training professionals.

Unless you have your M.D., never assume the role of a doctor. However, as a coach, you still need to know basic procedures for minor injuries that more likely than not, you'll encounter. Learn as much about first aid as possible. Of course, all the knowledge in the world won't mean a thing if you don't have a well-stocked first-aid kit. Have one with you at all times. Also, ensure access to a cell phone, in case you need to call for emergency help.

### **First Aid Procedures**

One of the most important aspects of first aid is to know when and how to administer help. Understand your limitations; serious injuries, especially to the neck, head or back should always be taken care of by a physician. When minor injuries occur, however, there are certain procedures you can use to help the injured athlete.

### **Cuts and Bruises**

The most common injuries you're going to see are cuts, scrapes and bruises. When a player has a cut or scrape, and is bleeding, apply pressure. Once the bleeding is controlled, cleanse the wound; make sure to get all of the dirt out by scrubbing with soapy water. Finally, protect the wound to prevent secondary infection. Use a band-aid, sterile gauze or other adequate padding.

Bruises, though usually not serious, still need attention. They're often accompanied by pain, swelling and stiffness. The best treatment is to apply ice through a Styrofoam cup (available at the WLL Concession stand). Freeze water in cups and keep them handy in a chest, along with bags of crushed or cubed ice for more serious injuries. When needed, peel away the top part of the cup, expose the ice and massage the bruised area. The ice massage is extremely effective for focusing the cooling on one particular spot.

### **Nosebleeds**

In the event of a nosebleed, have the player keep his head elevated while squeezing the nose with the thumb and index finger. Squeeze firmly so there is enough pressure to stop the bleeding. After 15 to 30 minutes, the athlete can usually return to play. If the bleeding hasn't stopped, take the player to the doctor.

### **Soft Tissue Injuries**

These types of injuries affect joints and muscles; they include sprains and strains. Often, people get these two injuries confused with each other. The difference is that a strain is an injury to a muscle or tendon, while a sprain is an injury to a ligament. The injuries may simply be a minor overstretching or a partial or complete tear. The more severe the injury, though the more pain and disability the athlete experiences. Most of these injuries require careful evaluation by an athletic trainer or a physician. However, proper first aid at the time of the injury can greatly reduce the discomfort and speed the athlete's return to play.

The primary goal in treatment is to limit the swelling that occurs in the hours following the accident. To remember the proper sequence when treating a soft tissue injury, remember the word RICE, which stands for Rest, Ice, Compressions, and Elevations. Rest the injured area, apply ice to reduce swelling and limit pain, apply a firm compression bandage as support, and elevate the limb.

Ice is extremely important for soft tissue injuries; it can be administered in the form of an ice pack or ice massage (See Cuts and Bruises above). Also, you can place a bag of cubed or crushed ice over two layers of an elastic bandage and wrap it over the injury. The compression of the bandage helps keep any extra fluid out of the injured area. After the ice and elastic bandage have been applied, elevate the injured area. The limb should be propped up so that it's higher than the heart; this allows any fluids that are collecting to drain away.

# Westbury Little League

## FIRST AID

### Fractures

A fracture is a breaking of a bone. Fractures in younger athletes are not as obvious as they are in older athletes. Instead of a clean breaking of the bone, there may be a bending of the bone or an incomplete fracture. Fortunately, these injuries heal much faster, but they need to be immobilized and treated like any complete fracture. The rule of thumb here is if you suspect a fracture, then treat it as a fracture. If it's a sprain, treat it the same way.

The first thing you want to do with a fracture is immobilize the injured bone or joint. If a finger or toe is broken, apply a cold compress and elevate it above the injured player's heart. Place a small cloth or piece of cotton between the injured digit and an uninjured one, and then tape them together. Whatever you do, never attempt to straighten or change the position of any misshapen bone or joint. Take the victim to a doctor or emergency room.

### Notification of Family

It is extremely important that, as soon as provision has been made for the care of injured or ill people who require outside treatment their family be notified in as tactful a manner as possible.

### Follow-Up on First Aid Cases

Care of an ill or injured individual must always be the first consideration. In concern for their welfare, however, do not neglect the following:

- 1) Notify the Westbury Little League Safety Officer and see that the *Accident or Unsafe Condition Report* is completed.
- 2) Cooperate with WLL officials with a thorough investigation to find the cause(s) of an accident and implementation of any corrective action to prevent reoccurrence.
- 3) An insurance claim should be filed when outside medical attention is required. Do not wait for medical bills to arrive. They can be submitted as they become available. They must be identified by including the person's name, league name and number, date of injury, and city and state of residence. Bills should be itemized to show dates and type of treatments. The Safety Officer and/or League President can assist with this responsibility.
- 4) Any player under the care of a doctor should be required to bring a note from the doctor to the manager releasing the player to play ball before being allowed to return to the lineup.

### First Aid Kits

A first aid kit should be available at every practice and at every game. The First Aid kits issued to WLL teams include the following:

- (3) Instant Cold Packs 6"x10"
- (10) Bandages 1"x3"
- (2) Large Bandages 2"x4.5"
- (1) Elastic Wrap 3"x5"
- (6) Anti-microbial Skin Wipes (2) Blood-Off Cloth Towelettes
- (1) Rolls Athletic Tape 1.5"x15 yards
- (1) Sport Wound Care Kits (includes: gauze, PVC swab, non-adherent pad, latex gloves, tape, hand towelette & disposal bag)



# *Westbury Little League*

## **FIRST AID**

### **Heat Stress, Heat Exhaustion and Heat Stroke**

#### **Heat Stress**

What is heat stress? Basically take a hot job, add a hot day, and add high humidity and it all can add up to heat stress!

This condition occurs when the body is unable to regulate its temperature. This is the body's way of saying, "I can't take the heat anymore." There are three kinds of heat-related problems you may experience: heatstroke, heat exhaustion, and heat cramps. They can occur separately or in combination.

<b>Fainting</b>	<b>Heat Cramps</b>	<b>Prickly Heat</b>
Lets you know that your body is having difficulty coping with the heat. As you know when you faint, you fall and when you are on the field and fall you can get hurt or hurt others	Tend to attack the muscles that do the hardest work, especially when it is hot. A good rule is to drink 1/2 glass of water every 15 minutes for an hour if you experience heat cramps.	Prickly heat is a rash caused when sweat doesn't evaporate. Sweat ducts become clogged and sweat glands became inflamed.

#### **Heat Exhaustion**

This is a more serious disorder that develops when the body loses more fluid through sweating than it is taking in.

<b>Symptoms</b>	<b>First Aid</b>
<ul style="list-style-type: none"> <li>• Sweating profusely</li> <li>• Near normal body temperature</li> <li>• Clammy skin</li> <li>• Pale or flushed complexion</li> <li>• Weakness</li> <li>• Dizziness</li> <li>• Nausea</li> </ul>	<ul style="list-style-type: none"> <li>• Move the person to shade or a cool place.</li> <li>• Have patient lie on their back with feet elevated.</li> <li>• If conscious, give 1/2 glass of water every 15 minutes.</li> <li>• Get medical help.</li> </ul>

#### **Heat Stroke**

**Heat stroke is a medical emergency!** Heatstroke occurs when the body's heat regulating system breaks down under stress and sweating stops. Unless the victim receives quick treatment, death can occur.

<b>Symptoms</b>	<b>First Aid</b>
<ul style="list-style-type: none"> <li>• No sweating (or victim may be sweating profusely)</li> <li>• High body temperature (105°+)</li> <li>• Hot, dry, flushed skin</li> <li>• Confused, delirious behavior</li> <li>• Loss of consciousness or coma</li> </ul>	<ul style="list-style-type: none"> <li>• Call immediately for medical help, and then start first aid</li> <li>• Move the victim to a cool place</li> <li>• Cool the victim quickly by giving a cool bath (sponging with cool water) and by fanning</li> <li>• Treat for shock</li> <li>• Offer a conscious person 1/2 glass of water every 15 minutes</li> </ul>

## **CHILD ABUSE AWARENESS**

### **League Responsibility**

All volunteers are now mandated reporters and could face criminal charges if the league chooses to ignore, or not report to the proper authorities, any witnessed act of child abuse, including sexual abuse, within 24 hours.

### **Training**

All Managers and Coaches are required to complete the Westbury Little League SafeSport Program on Child Abuse. This program reviews topics such as who and what to tell, and what is and isn't appropriate behavior within baseball activities.

### **Reporting of Abuse**

Under Texas law, any person having cause to believe that a child is being abused or neglected is required to report the abuse to any local law enforcement agency or the Department of Family and Protective Services. There are two ways to report abuse to the Department of Family and Protective Services:

1. Call the Abuse Hotline at: 1-800-252-5400
2. Or by going online at the Texas Abuse Hotline site at:  
<https://www.txabusehotline.org/Login/Default.aspx>