

*Roosevelt-University-Green Lake Little League*

**447-08-14**

# **2022 Safety Plan**

**Paul Hillman, President**  
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**(206) 200-3906**  
**[president@rugll.org](mailto:president@rugll.org)**

## **SAFETY CODE FOR RUG LITTLE LEAGUE**

1. Responsibility for safety procedures are that of an adult member of RUG Little League designated as RUG Little League Safety Officer, whose name and contact information is registered with Little League International.
2. Arrangements should be made in advance of all games and practices for emergency medical services.
3. Managers, coaches, and umpires should have some training in first aid. First aid kit should be available at the field.
4. No games or practices should be held when weather or field conditions are not good, particularly when lighting is inadequate.
5. Managers/coaches must maintain strict compliance to our inclement weather/lightning policy. At the first sign of lightning, all activity shall stop. Players must return to their parent/guardian and asked to wait inside their car for further instructions. Stay away from all metal objects and do not stand on surfaces where water is present. No one should carry a bat during this time. Activity may continue after the threat of lightning has passed (30 minutes after the last flash). Games/practices should not be held on excessively wet fields.
6. Fields should be inspected prior to events for holes, damage, glass, and other foreign objects.
7. Dugouts and bat racks should be positioned behind fences or screens.
8. Only players, managers, coaches, umpires (registered volunteers) are permitted on the playing field during play and practice sessions.
9. Responsibility for keeping bats and loose equipment off the field of play should be that of a regular player assigned for this purpose.
10. Procedure should be established for retrieving foul balls batted out of the playing area.
11. During practice sessions and games, all players must be alert and watch the batter on each pitch.
12. No player may pass between the pitcher and the batter during the course of moving from the dugout or other area to the playing field until the umpire has called time.
13. During warm up drills, players should be spaced so that no one is endangered by errant balls.
14. Equipment should be inspected regularly for the condition of the equipment and for proper fit.
15. Pitching machines, if used, must be in good working order (including extension cords, outlets, etc.) and must be operated only by adult managers and coaches.
16. Batters must wear protective NOCSAE helmets during practice, as well as during games.
17. Catcher must wear catcher's helmet, mask, throat guard, long model chest protector, shin guards and protective cup with athletic supporter at all times (males) for all practices and games. NO EXCEPTIONS. Managers should encourage all male players to wear protective cups and supporters for practices and games.
18. Except when runner is returning to a base, head-first slides are not permitted. Breakaway bases are placed on Senior, Junior, Major, Minor and 89er division fields and anchored bases are not allowed.
19. At no time should "horse play" be permitted on the playing field.
20. Parents of players who wear glasses should be encouraged to provide "Safety Glasses".
21. Players must not wear watches, rings, pins, jewelry, or other metallic items.
22. Players must wear catcher's helmet, face mask and throat guard when warming up pitchers. This applies between innings and in bull pen practice. Skull caps are not permitted.
23. Managers and Coaches may NOT warm up pitchers before or during a game. On-deck batters are not permitted (except in Intermediate, Juniors, Seniors Divisions).
24. RUG Little League runs background checks on all of the managers, coaches and other applicable volunteer applicants.
25. Registration data for player and adult volunteers are transmitted to Little League Data Center at the start of the regular season.
26. All participants should be familiar with the following concussion awareness documents:
  - [Concussion Fact Sheet for Coaches](#)
  - [Concussion Info Sheet for Parents & Athletes](#)

## **ADDITIONAL 2022 COVID-19 SAFETY CODE FOR RUG LITTLE LEAGUE**

As an outdoor sport, little league baseball and softball is in a good place to have a safe season with minimal risk. However, due to the ongoing COVID-19 pandemic, additional safety measures are required for the 2022 season.

RUG Little League follows the guidelines and restrictions put forth by the jurisdictions in which we operate. We play on fields maintained and permitted by Seattle Parks and Recreation and Seattle Public Schools, which means we will operate under their current requirements as follows:

- Seattle Parks and Recreation Fields – masking is not required.
- Seattle Public School Fields – masks are required by all, except for athletes actively playing, such as defense in the field or up to bat.

In addition, mask wearing is encouraged. Teasing, questioning, or discouraging mask wearing will not be tolerated. Please respect each other and support everyone in their own decisions and preferences.

Please monitor your family's health and please remain home if anyone in your household is ill. The following guidance from the State of Washington should be used to self-screen for illness.

### **Covid Screening Guidance from the Washington State Department of Health**

Do you have any of these symptoms that are not caused by another condition?

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Recent loss of taste or smell
- Sore throat
- Congestion
- Nausea or vomiting
- Diarrhea

Have you been in close contact with anyone you know has had Covid like symptoms? (Close contact is being within 6 feet for 15 minutes or more with a person, or having direct contact with fluids from a person, such as a cough or sneeze, with Covid-19 with or w/o wearing a mask over a 24-hour period).

In the past 10 days, have you had a positive Covid 19 test for active virus or are you awaiting results of a Covid 19 test?

In the past 14 calendar days, has a public health or medical professional told you to self-monitor, self-isolate, or self-quarantine because of a concern about Covid 19?

Anyone who answers yes to any of these questions should be immediately separated from other people and sent home and/or check in at a medical facility (if needed).

### **Positive COVID Diagnosis.**

Any participant who tests positive for COVID-19 must contact [safety@rugll.org](mailto:safety@rugll.org) so we can initiate contact tracing. A player/coach may return to play 5-days after a positive COVID test, but not before.

## **1.0 ACTIVITIES**

### **1.1 Education**

1. Provide Coaching method training for all Coaches. One per team required. (Attachment A)
2. Provide all Coaches, Managers, and volunteers with a copy of the Safety Plan and provide safety training in pre-season coaches meetings.
3. Provide First Aid course each year for Coaches and Managers. One per team required. (Attachments B & C)
4. Require all Managers, Coaches, and volunteers complete Volunteer Application and background check authorization. (Attachment D)
5. Provide Safety Packets to all Coaches including safety code & procedures, emergency contact information (Attachment E), weather guidelines (Attachment F), and accident reporting information (Attachment G).
6. Update, publish and train Coaches on national and local Little League Rules.
7. Articulate and publish Little League and legal definition and prohibition against physical, sexual or emotional abuse of children, particularly under the care and supervision of RUGLL volunteers.  
[Washington State information available at this link.](#)

### **1.2 Compliance**

1. Ensure minimum requirements for coaching and managing.
2. Encourage adequate conditioning for all participants prior to play.
3. Schedule First Aid and CPR course prior to each season and expect each team to designate an adult with First Aid training.
4. Require complete first aid boxes (including latex gloves) at all fields and in possession of each coach.
5. Ensure sufficient ice bags are at each field.
6. Compile list of parents and coaches with First Aid and CPR qualifications.
7. Each team should appoint a Safety Parent for their team.
8. Ensure that every coach has current medical release forms and information at all games and practices.
9. Enforce equipment rules, i.e. catcher's gear, helmets etc.
10. Provide safety signs located at each field, including emergency phone numbers (Attachment E & H).
11. In the event of any injury, consult with child's parent and follow any medical recommendation from the child's physician regarding continued participation.
12. Responsibility of coaches, managers, umpires, and volunteers to insure compliance with Little League Safety Code.
13. Develop specific procedures for monitoring compliance.
14. If available, each team should designate one parent or coach to bring a cell phone to each game.
15. Complete League Safety Plan prior to start of each season, and attach Facility Survey to this Plan
16. League player registration data or player roster data and coach/manager data will be submitted via the Little League Data Center at [www.littleleague.org](http://www.littleleague.org).

### **1.3 Reporting**

1. Notify parent of child immediately in the case of injury
2. Report all injuries to League Safety Officer (**206-200-3906**) immediately.
3. Encourage each team to have available a cell phone at each activity.
4. Copies of League insurance policy provided to each manager.
5. In case of an emergency, call **911**.

## **2.0 EQUIPMENT**

### **2.1 Education**

1. Review ASAP literature regarding equipment (<https://www.littleleague.org/player-safety/asap/>).
2. Purchase equipment in accordance with the Rule Book.

### **2.2 Compliance**

1. All equipment must be inspected before every game by both Managers and the Umpire using a Safety checklist, and removed from play if found defective.
2. Provide, and encourage use of, mouth guards for all players.
3. Provide batting helmets with face guards to all Minor League teams.
4. Provide Rib-Guard at each field.
5. All Coaches and Umpires will ensure all male catchers wear protective cups.
6. The League Equipment Coordinator will replace defective equipment.

### **2.3 Reporting**

1. Report defective equipment directly to team Manager, then to Equipment Coordinator.

## **3.0 FACILITIES**

### **3.1 Education**

1. Review with coaches and umpires what are unsafe conditions for play.
2. Provide Emergency Contact Information at all fields along with Safety Guidelines for Coaches. (Attachments E & H)
3. Provide all volunteers involved in concessions with written safety procedures for safe food handling. (Attachment I)

### **3.2 Compliance**

1. Inspect all fields and facilities prior to the season and weekly during the season using a Safety checklist.
2. Purchase and/or install the safety equipment prior to the season.
3. Install ball returns at each field hosting kid pitch games.
4. Make sure spectators are not in the field of play (this includes small hands through the backstop fence).

### **3.3 Reporting**

1. Report unsafe field/facility conditions directly to Coach, who reports to Safety Officer and Board of Directors.
2. Schedule clean-up/repair day(s) prior to season.

### **3.4 Field Addresses (should a call to 911 become necessary)**

Maple Leaf Reservoir Park	1020 NE 82 <sup>nd</sup> St, Seattle, WA 98115
Ravenna Park Ballfield	2498 NE 55 <sup>th</sup> St, Seattle, WA 98105
Pinehurst Playground	12029 14 <sup>th</sup> Ave NE, Seattle, WA 98125
Green Lake Playfield	7201 East Green Lake Drive N, Seattle, WA 98115
Jane Addams Middle School	3200 NE 110 <sup>th</sup> St, Seattle, WA 98125
Dahl Playground	7700 25 <sup>th</sup> Ave NE, Seattle, WA 98115
Meadowbrook Park	10533 35 <sup>th</sup> Ave NE, Seattle, WA 98125
Northgate Elementary School	11725 1 <sup>st</sup> Ave NE, Seattle, WA 98125
Magnuson Park	7400 Sand Point Way NE, Seattle, WA 98115
John Rogers Elementary School	4030 NE 109 <sup>th</sup> St, Seattle, WA 98125
Eagle Staff Middle School	1330 N 90 <sup>th</sup> St, Seattle, WA 98103

## ATTACHMENT A – Coach Training and Development

### **Roosevelt - University- Green Lake Little League**

Announces our 2022 Coach & Parent Training Series:

#### **Clinic Schedule:**

All Coaches and Parents invited to “Mastery Approach to Coaching” by Dr. Frank Smoll

- Monday, 2/28/2022, 7:00pm to 8:30pm @ OneLife Community Church.

Kid Pitch Baseball Clinics (Juniors BB, Intermediates BB, Majors BB/SB, AAA BB/SB, and AA BB/SB), by Mark Linden with Baseball Positive:

- Tuesday, 3/1/2022, 6:00pm to 8:30pm @ Fairview Christian School Church.
- Recording of the 2021 session also available on at [rugll.org](http://rugll.org).

A Baseball/Softball (Coach/Machine Pitch) Clinic by Mark Linden with Baseball Positive:

- Tuesday, 3/22/2022, 6:00pm to 8:30pm @ Fairview Christian School Church.

Tee-Ball Coach Clinics by Mark Linden with Baseball Positive:

- Sunday, 3/27/2022, 10:00am to 12:00pm @ Green Lake Park Ballfield 3.

#### LOCATIONS:

**OneLife Community Church** – 3524 NE 95<sup>th</sup> Street

**Fairview Christian School Church** - 844 NE 78th Street (bottom floor SE corner...enter through South entrance)


**Green Lake Park Ballfield #3** – 7201 E Green Lake Dr N (NE diamond)

Many other opportunities are available as well, including several options put on by the Seattle Mariners, Washington District 8 Little League, and more by local organizations. We encourage coaches to get as much training as possible. Information regarding these opportunities will be sent to coaches throughout the pre-season and regular season.

## Required First Aid Training

At least one coach on each team MUST complete the following free on-line CPR and First Aid training <http://www.firstaidweb.com/> and present to the League the passed test results by April 1, 2022. Coaches may elect to attend one of the in-person Red Cross trainings found on the Red Cross website at <https://www.redcross.org/take-a-class>. Local courses are also available through several agencies, including CPR Seattle (<https://www.cprseattle.com>), for which a sample of course times and availability is included below (Attachment C).

In addition, safety procedures, basic first aid procedures, accident reporting and emergency contact procedures will be reviewed at a coaches meeting with each division in late February or early March.



FirstAidWeb Inc.

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- Free BFA Course
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- BFA Certification
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"This was a terrific experience! Never took the course on the internet before. It is truly a wonderful way of renewing your CPR/First Aid certifications."  
Denise Kohlmaier [more...](#)

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Learn CPR. For Life.™

## Introduction

**Welcome to FirstAidWeb.** Our unique self-guiding CPR course and First Aid course are a cost-effective, time-saving alternative for those individuals who need to learn the fundamentals of Basic Life Support but whose schedules may not permit lengthy lectures and expensive instructors. Each of our step-by-step CPR and First Aid lessons are thoroughly explained with minimal technical jargon and include a helpful quick review section. A brief quiz will recap everything you learned and will give you the confidence you'll need to take appropriate course of action should an emergency arise.

We offer CPR Certification and First Aid Certification and upon successful CPR course or First Aid course completion you may order a full-color [CPR wall certificate](#) which can be framed for display or a conveniently sized [CPR wallet card](#) to accompany you at all times. FirstAidWeb Inc. CPR certification and First Aid certification are issued in exclusive partnership with National Health and Safety Foundation® and are valid for 2 years from date of issue.

All Basic Life Support (BLS) procedures demonstrated in this free course adhere to the **most recent** American Red Cross® and ILCOR® Guidelines (October 15, 2015) and are intended to provide the student with the cognitive skills needed to administer CPR and First Aid in case of an emergency.



[Home](#) | [CPR](#) | [First Aid](#) | [FAQ](#) | [Testimonials](#) | [Contact](#)

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## ATTACHMENT C – CPR/First Aid Courses

Adult / Child / Infant CPR, AED, and First Aid Course Offerings from CPR Seattle. Current schedule available at <https://www.cprseattle.com/adult-child-infant-cpr-aed-first-aid>

Date & Time	Location	Cost	Space Available	
<b>Thursday, Mar 3rd</b> 9:00am - 1:30pm	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$85	7	<a href="#">Enroll</a>
<b>Saturday, Mar 5th</b> 1:00pm - 3:45pm <small><b>i</b> This is a blended class</small>	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$92	7	<a href="#">Enroll</a>
<b>Tuesday, Mar 8th</b> 9:00am - 1:30pm	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$85	6	<a href="#">Enroll</a>
<b>Wednesday, Mar 9th</b> 6:00pm - 8:45pm <small><b>i</b> This is a blended class</small>	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$85	6	<a href="#">Enroll</a>
<b>Friday, Mar 11th</b> 9:00am - 1:30pm	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$85	8	<a href="#">Enroll</a>
<b>Sunday, Mar 13th</b> 8:45am - 1:15pm	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$92	6	<a href="#">Enroll</a>
<b>Monday, Mar 14th</b> 9:00am - 1:30pm	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$85	6	<a href="#">Enroll</a>
<b>Thursday, Mar 17th</b> 9:00am - 1:30pm	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$85	9	<a href="#">Enroll</a>
<b>Saturday, Mar 19th</b> 1:00pm - 3:45pm <small><b>i</b> This is a blended class</small>	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$92	11	<a href="#">Enroll</a>
<b>Wednesday, Mar 23rd</b> 8:45am - 1:15pm	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$85	11	<a href="#">Enroll</a>
<b>Friday, Mar 25th</b> 9:30am - 12:15pm <small><b>i</b> This is a blended class</small>	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$85	5	<a href="#">Enroll</a>
<b>Saturday, Mar 26th</b> 8:30am - 1:00pm	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$92	7	<a href="#">Enroll</a>
<b>Monday, Mar 28th</b> 9:00am - 1:30pm	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$85	11	<a href="#">Enroll</a>
<b>Tuesday, Mar 29th</b> 1:30pm - 4:15pm <small><b>i</b> This is a blended class</small>	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$85	10	<a href="#">Enroll</a>
<b>Thursday, Mar 31st</b> 9:00am - 1:30pm	CPR Seattle 118 NE 45th Street, Seattle WA 98105	\$85	12	<a href="#">Enroll</a>

# ATTACHMENT D – Volunteer Application

## Volunteer Basic Application

Below is the LL International Volunteer application form included for reference. RUG Little League processes volunteer application through our registration site hosted by Sports Connect, and synced with the Little League Data Center. As part of the process, background checks are conducted by JD Palatine.



**This volunteer application should only be used if a league is manually entering information into JDP or an outside background check provider that meets the standards of Little League Regulations 1(c)(9). THIS FORM SHOULD NOT BE COMPLETED IF A LEAGUE IS UTILIZING THE JDP QUICKAPP. Visit [LittleLeague.org/localBGcheck](http://LittleLeague.org/localBGcheck) for more information.**

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

**All RED fields are required.**

Name \_\_\_\_\_ Date \_\_\_\_\_  
First Middle Name or Initial Last

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Social Security # (mandatory)** \_\_\_\_\_

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): \_\_\_\_\_

1. Do you have children in the program?  Yes  No  
If yes, list full name and what level? \_\_\_\_\_
2. Special Certification (CPR, Medical, etc.)? If yes, list: \_\_\_\_\_  Yes  No
3. Do you have a valid driver's license?  Yes  No  
Driver's license#: \_\_\_\_\_ State \_\_\_\_\_
4. Have you ever been charged with, convicted of, plead no contest, or guilty to any crime(s) involving or against a minor, or of a sexual nature?  Yes  No  
If yes, describe each in full: \_\_\_\_\_  
(If volunteer answered yes to Question 4, the local league must contact the Little League Security Manager.)
5. Have you ever been convicted of or plead no contest or guilty to any crime(s)?  Yes  No  
If yes, describe each in full: \_\_\_\_\_  
(Answering yes to Question 5, does not automatically disqualify you as a volunteer.)
6. Do you have any criminal charges pending against you regarding any crime(s)?  Yes  No  
If yes, describe each in full: \_\_\_\_\_  
(Answering yes to Question 6, does not automatically disqualify you as a volunteer.)

7. Have you ever been refused participation in any other youth programs and/or listed on any youth organization ineligible list?  Yes  No  
If yes, explain: \_\_\_\_\_  
(If volunteer answered yes to Question 7, the local league must contact the Little League Security Manager.)

- In which of the following would you like to participate? (Check one or more.)
- League Official     Umpire     Manager     Concession Stand  
 Coach     Field Maintenance     Scorekeeper     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: [LittleLeague.org/BgStateLaws](http://LittleLeague.org/BgStateLaws)**

**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):  
**Review the Little League Regulation 1(c)(9) for all background check requirements**

JDP (Includes review of the U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible List)\*  
**OR**  
 National Criminal Database check     U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible List  
 National Sex Offender Registry

\* Please be advised that if you use JDP 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 or email directly from JDP 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.**

Last Updated: 10/11/2021

**RUG Little League Emergency Contact Information**

**In case of medical or other emergency call**

**→ 911 ←**

**Then report the incident to the  
RUG Little League Safety Officer  
Andy Muth at 206-679-9476  
and/or  
RUG Little League President  
Paul Hillman at 206-200-3906**

**Within 24 hours, complete and submit the  
“Incident/Injury Tracking Report Form”  
provided on the rugll.org website under the  
“Documents” link.**

**Submit form to RUG Little League Officers:  
Safety Officer: [safety@rugll.org](mailto:safety@rugll.org)  
President: [president@rugll.org](mailto:president@rugll.org)**

# ATTACHMENT F – Lightning Safety

In the event of an electrical storm do the following:

- The best place to be is indoors and not in contact with an electrical conductor (metal mostly).
- Don't stand on surfaces where water is present.
- Don't stand near or touch a wall.
- If you are in an open field, stand away from tall structures and trees and crouch down and have as little of your feet touching the ground as you can.
- Stay away from the back stop or flag poles.

## LIGHTNING KILLS Play It Safe !

Each year in the United States, more than four hundred people are struck by lightning. On average, about 70 people are killed and many others suffer permanent neurological disabilities. Most of these tragedies can be avoided if proper precautions are taken. When thunderstorms threaten, coaches and sports officials must not let the desire to start or complete an athletic activity hinder their judgment when the safety of participants and spectators is in jeopardy.

### *It is important for coaches and officials to know some basic facts about lightning and its dangers*

**All thunderstorms produce lightning and are dangerous.** In an average year, lightning kills more people in the U.S. than either tornadoes or hurricanes.

**Lightning often strikes outside the area of heavy rain and may strike as far as 10 miles from any rainfall.** Many deaths from lightning occur ahead of storms because people wait too long before seeking shelter, or after storms because people return outside too soon.

**If you hear thunder, you are in danger.** Anytime thunder is heard, the thunderstorm is close enough to pose an immediate lightning threat to your location.

**Lightning leaves many victims with permanent disabilities.** While only a small percentage of lightning strike victims die, many survivors must learn to live with very serious, life-long disabilities.

### *What to do if someone is struck by lightning*

**Lightning victims do not carry an electrical charge, are safe to handle, and need immediate medical attention.**

**Call for help.** Have someone call 9-1-1 or your local ambulance service. Medical attention is needed as quickly as possible.

**Give first aid.** Cardiac arrest is the immediate cause of death in lightning fatalities. However, some deaths can be prevented if the victim receives the proper first aid immediately. Check the victim to see that they are breathing and have a pulse and continue to monitor the victim until help arrives. Begin CPR if necessary.

**If possible, move the victim to a safer place.** An active thunderstorm is still dangerous. Don't let the rescuers become victims. Lightning CAN strike the same place twice.



NOAA

### *To avoid exposing athletes and spectators to the risk of lightning take the following precautions*

**Postpone activities if thunderstorms are imminent.** Prior to an event, check the latest forecast and, when necessary, postpone activities early to avoid being caught in a dangerous situation. Stormy weather can endanger the lives of participants, staff, and spectators.

**Plan ahead.** Have a lightning safety plan. Know where people will go for safety, and know how much time it will take for them to get there. Have specific guidelines for suspending the event or activity so that everyone has time to reach safety before the threat becomes significant. Follow the plan without exception.

**Keep an eye on the sky.** Pay attention to weather clues that may warn of imminent danger. Look for darkening skies, flashes of lightning, or increasing wind, which may be signs of an approaching thunderstorm.

**Listen for thunder.** If you hear thunder, immediately suspend your event and instruct everyone to get to a safe place. Substantial buildings provide the best protection. Once inside, stay off corded phones, and stay away from any wiring or plumbing. Avoid sheds, small or open shelters, dugouts, bleachers, or grandstands. If a sturdy building is not nearby, a hard-topped metal vehicle with the windows closed will offer good protection, but avoid touching any metal.

### STAY INFORMED

Listen to NOAA Weather Radio for the latest forecast and for any severe thunderstorm WATCHES or WARNINGS. Severe thunderstorms produce winds of 58 mph or greater, or hail 3/4 of an inch or larger in diameter.

**A severe thunderstorm WATCH is issued** when conditions are favorable for severe weather to develop.

**A severe thunderstorm WARNING is issued** when severe weather is imminent. National Weather Service personnel use information from weather radar, satellite, lightning detection, spotters, and other sources to issue these warnings.



NOAA WEATHER RADIO IS THE BEST WAY TO RECEIVE FORECASTS AND WARNINGS FROM THE NATIONAL WEATHER SERVICE.

**Remember that all thunderstorms produce lightning and all lightning can be deadly to those outside.**

**Lightning Safety Awareness Week** is the last full week of June. For additional information on lightning or lightning safety, visit NOAA's lightning safety web site:

<http://www.lightningsafety.noaa.gov>

or contact us at:

National Weather Service  
4899 South Complex Drive SE  
Grand Rapids, MI 49512-4034

This brochure originally authored by WFO Gray ME

**Avoid open areas.** Stay away from trees, towers, and utility poles. Lightning tends to strike the taller objects.

**Stay away from metal bleachers, backstops and fences.** Lightning can travel long distances through metal.

**Do not resume activities until 30 minutes after the last thunder was heard.**

**As a further safety measure, officials at outdoor events may want to have a tone-alert NOAA Weather Radio.** The radio will allow you to monitor any short-term forecasts for changing weather conditions, and the tone-alert feature can automatically alert you in case a severe thunderstorm watch or warning is issued. To find your nearest NOAA weather radio transmitter, go to <http://www.nws.noaa.gov/nwr/> and click on "Station Listing and Coverage."

### *If you feel your hair stand on end (indicating lightning is about to strike)*

**Crouch down on the balls of your feet, put your hands over your ears, and bend your head down.** Make yourself as small a target as possible and minimize your contact with the ground.



NOAA

**Do not lie flat on the ground.**

## Coach's and Sports Official's Guide to Lightning Safety...



NOAA

### LIGHTNING... the underrated killer!

#### A SAFETY GUIDE

U.S. DEPARTMENT OF COMMERCE  
NATIONAL OCEANIC AND  
ATMOSPHERIC ADMINISTRATION

NATIONAL WEATHER  
SERVICE



This safety guide has been prepared to help coaches and sports officials recognize the dangers of lightning and take appropriate safety precautions.

# ATTACHMENT G – Incident/Injury Tracking Report

## For Local League Use Only

### 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  Minor  Major  Intermediate (50/70)  
 Junior  Senior  Big League
- 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  Base Path:  Running *or*  Sliding  Hit by Ball:  Pitched *or*  Thrown *or*  Batted  Collision with:  Player *or*  Structure  Grounds Defect  Other: \_\_\_\_\_
- B.) Adjacent to Playing Field  Seating Area  Parking Area  Concession Area  Volunteer Worker  Customer/Bystander
- D.) Off Ball Field  Travel:  Car *or*  Bike *or*  Walking  League Activity  Other: \_\_\_\_\_

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

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

This form is for local Little League use only (should not be sent to Little League International). This document should be used to evaluate potential 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 Accident claims or injuries that could become claims to any eligible participant under the Accident Insurance policy, please complete the Accident Notification Claim form available at [http://www.littleleague.org/Assets/forms\\_pubs/asap/AccidentClaimForm.pdf](http://www.littleleague.org/Assets/forms_pubs/asap/AccidentClaimForm.pdf) and send to Little League International. For all other claims to non-eligible participants under the Accident policy or claims that may result in litigation, please fill out the General Liability Claim form available here: [http://www.littleleague.org/Assets/forms\\_pubs/asap/GLClaimForm.pdf](http://www.littleleague.org/Assets/forms_pubs/asap/GLClaimForm.pdf).

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





## **HAVE YOU:**

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- Walked field for debris/foreign objects**
- Inspected helmets, bats, catchers' gear**
- Made sure a First Aid kit is available**
- Checked conditions of fences, backstops, bases and warning track**
- Made sure a working telephone is available**
- Held a warm-up drill**

# Concession Stand Tips

## SAFETY FIRST

### Requirement 9

*12 Steps to Safe and Sanitary Food Service Events: The following information is intended to help you run a healthful concession stand. Following these simple guidelines will help minimize the risk of foodborne illness. This information was provided by District Administrator George Glick, and is excerpted from "Food Safety Hints" by the Fort Wayne-Allen County, Ind., Department of Health.*

#### 1. Menu.

Keep your menu simple, and keep potentially hazardous foods (meats, eggs, dairy products, protein salads, cut fruits and vegetables, etc.) to a minimum. Avoid using precooked foods or leftovers. Use only foods from approved sources, avoiding foods that have been prepared at home. Complete control over your food, from source to service, is the key to safe, sanitary food service.

#### 2. Cooking.

Use a food thermometer to check on cooking and holding temperatures of potentially hazardous foods. All potentially hazardous foods should be kept at 41° F or below (if cold) or 140° F or above (if hot). Ground beef and ground pork products should be cooked to an internal temperature of 155° F, poultry parts should be cooked to 165° F. Most foodborne illnesses from temporary events can be traced back to lapses in temperature control.

#### 3. Reheating.

Rapidly reheat potentially hazardous foods to 165° F. Do not attempt to heat foods in crock pots, steam tables, over stereo units or other holding devices.

Slow-cooking mechanisms may activate bacteria and never reach killing temperatures.

#### 4. Cooling and Cold Storage.

Foods that require refrigeration must be cooled to 41° F as quickly as possible and held at that temperature until ready to serve. To cool foods down quickly, use an ice water bath (60% ice to 40% water), stirring the product frequently, or place the food in shallow pans no more than 4 inches in depth and refrigerate. Pans should not be stored one atop the other and lids should be off or ajar until the food is completely cooled. Check temperature periodically to see if the food is cooling properly. Allowing hazardous foods to remain unrefrigerated for too long has been the number ONE cause of foodborne illness.

#### 5. Hand Washing.

Frequent and thorough hand washing remains the first line of defense in preventing foodborne disease. The use of disposable gloves can provide an additional barrier to contamination, but they are no substitute for hand washing!

#### 6. Health and Hygiene.

Only healthy workers should prepare and serve food. Anyone who shows symptoms of disease (cramps, nausea, fever, vomiting, diarrhea, jaundice, etc.) or who has open sores or infected cuts on the hands should not be allowed in the food concession area. Workers should wear clean outer garments and should not smoke in the concession area. The use of hair restraints is recommended to prevent hair ending up in food products.

#### 7. Food Handling.

Avoid hand contact with raw, ready-to-eat foods and food contact surfaces. Use an acceptable dispensing utensil

to serve food. Touching food with bare hands can transfer germs to food.

#### 8. Dishwashing.

Use disposable utensils for food service. Keep your hands away from food contact surfaces, and never reuse disposable dishware. Wash in a four-step process:

1. Washing in hot soapy water;
2. Rinsing in clean water;
3. Chemical or heat sanitizing; and
4. Air drying.

#### 9. Ice.

Ice used to cool cans/bottles should not be used in cup beverages and should be stored separately. Use a scoop to dispense ice; never use the hands. Ice can become contaminated with bacteria and viruses and cause foodborne illness.

#### 10. Wiping Cloths.

Rinse and store your wiping cloths in a bucket of sanitizer (example: 1 gallon of water and 1/2 teaspoon of chlorine bleach). Change the solution every two hours. Well sanitized work surfaces prevent cross-contamination and discourage flies.

#### 11. Insect Control and Waste.

Keep foods covered to protect them from insects. Store pesticides away from foods. Place garbage and paper wastes in a refuse container with a tight-fitting lid. Dispose of wastewater in an approved method (do not dump it outside). All water used should be potable water from an approved source.

#### 12. Food Storage and Cleanliness.

Keep foods stored off the floor at least six inches. After your event is finished, clean the concession area and discard unusable food.

#### 13. Set a Minimum Worker Age.

Leagues should set a minimum age for workers or to be in the stand; in many states this is 16 or 18, due to potential hazards with various equipment.

*Safety plans must be postmarked no later than May 1st.*

# Volunteers Must Wash Hands

## HOW



## WHEN

**Wash your hands before you prepare food or as often as needed.**

### Wash after you:

- ▶ use the toilet
- ▶ touch uncooked meat, poultry, fish or eggs or other potentially hazardous foods
- ▶ interrupt working with food (such as answering the phone, opening a door or drawer)
- ▶ eat, smoke or chew gum
- ▶ touch soiled plates, utensils or equipment
- ▶ take out trash
- ▶ touch your nose, mouth, or any part of your body
- ▶ sneeze or cough

**Do not touch ready-to-eat foods with your bare hands.**

Use gloves, tongs, deli tissue or other serving utensils.  
Remove all jewelry, nail polish or false nails unless you wear gloves.

### Wear gloves.

when you have a cut or sore on your hand  
when you can't remove your jewelry

### If you wear gloves:

- ▶ wash your hands before you put on new gloves

### Change them:

- ▶ as often as you wash your hands
- ▶ when they are torn or soiled

Developed by UMass Extension Nutrition Education Program with support from U.S. Food & Drug Administration in cooperation with the MA Partnership for Food Safety Education, United States Department of Agriculture Cooperating. UMass Extension provides equal opportunity in programs and employment.

