

2019 SAFETY MANUAL

Managers, Coaches, and Volunteers

Play Safe

League ID# 00292044

Available on Powhatan Little League website
(www.pllbaseball.com), and with League President, Directors,
Team Managers, Powhatan Little League Equipment Sheds



Powhatan Little League

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Powhatan Little League Phone Numbers

Powhatan Co. Sheriff or Medical Emergency	911
Powhatan Co. Sheriff Non-Emergency	804-598-5656
Powhatan Vol. Rescue Squad	804-598-2911
Powhatan Co. Vol. Fire Station 1	804-598-4389
Poison Control Center	800-222-1222
Weather Related Field Closings (Powhatan Parks and Recreation Hotline)	804-598-1304 option 1

Powhatan Little League Board

President

Kris Tomlin
804-437-6472
kstomlin78@yahoo.com

Safety Officer

Jerry D Fife
757-810-5714
safetypowhatanll@gmail.com

Vice President

Alex Higgins
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VPresidentPowhatanLL@gmail.com

Communications Officer

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Coaching Coordinator

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Umpire Director

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Secretary

Sarah Adams
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SAdamsPowhatanll@gmail.com

Equipment Manager

John Snellings
804-337-2950
ksnellings@gmail.com

Treasurer

David Abbondanza
dabbondanza@gmail.com

Player Agent

Don Richardson
804-767-0992
psparks@pllbaseball.com

Non-Board Contacts

Concessions

Becky Latham
804-240-9354
lathamrs@outlook.com

Powhatan Recreation Coordinator

Mary Anne Woodel
804-598-5275
mwoodel@powhatanva.gov

Facilities/ Fields –Powhatan County

Dave Johnson
Parks and Recreation 804-598-1304
djohnson@powhatanva.gov

Little League Support Numbers

Southeast Region

439 Snellgrove Drive
Warner Robins, GA 31088
Phone: (478) 987-7227
Fax: (478) 987-7232
[Contact Southeast Region](#)

Serves these states: AL, FL, GA, NC, SC, TN, VA, WV

Little League International

Little League Baseball and Softball

539 US Route 15 Hwy, P.O. Box 3485, Williamsport, PA 17701-0485
Phone: (570) 326-1921 / Fax: (570) 326-1074
support@littleleague.org

Emergency Contact Procedures

The most important help you can provide a victim who is seriously injured is to call for professional medical help. Make the call quickly, preferably from a cell phone near the injured person. If this is not possible, send someone else to make the call from a nearby telephone. Be sure that you or another caller follows these steps.

1. **First dial 9-1-1**

2. Give the dispatcher the necessary information. Answer any questions that he or she might ask. Most dispatchers will ask:

- The exact location or address of the emergency? Include the name of the city or town, nearby intersections, landmarks, etc. as well as the field name and location of the facility, if applicable.

Our address is: _____

Cross-streets are: _____

- The telephone number from which the call is being made?
- The caller's name?
- What happened — i.e., a baseball-related accident, bicycle accident, fire, fall, etc.?
- How many people are involved?
- The condition of the injured person — i.e., unconscious, chest pains, or severe bleeding?
- What help is being given (first aid, CPR, etc.)?

3. Do not hang up until the dispatcher hangs up.

The dispatcher may be able to tell you how to best care for the victim.

4. Continue to care for the victim until professional help arrives.

5. Appoint someone to go to the street and look for the ambulance or fire engine and flag them down if necessary. This saves valuable time. Remember, every minute counts.

Fighting Creek Park



Powhatan County School Administration Fields



Powhatan Elementary Field



Fighting Creek Park Rules

- No smoking, including E-Cigarettes, at the park except at designate location behind the concession stand.
- No alcohol
- No pets
- No skate boards
- No scooters of any kind
- No rollerblades
- No loud music

School Fields Rules

- No Tobacco or E-Cigarettes are allowed on any school property.

Accident Reporting Procedures

What to report: Any incident that causes a player, manager, coach, umpire, or volunteer to receive medical treatment and/ or first aid must be reported to the Safety Director. This includes passive treatments such as the evaluation and diagnosis of the extent of the injury or periods of rest.

When to report: All such incidents described above must be reported to the Safety Officer ***within 48 hours*** of the incident.

Safety Officer: Jerry D Fife – 757-810-5714
safetypowhatanll@gmail.com

If unable to reach Safety Officer, contact the Vice President.

Vice President: Alex Higgins – 804-510-9974
VPresidentPowhatanLL@gmail.com

How to make a report: When reporting an incident by phone or email, please provide the following information.

1. First and Last Name of person injured, age, contact number
2. Date, time, location of injury
3. Detailed description of the incident (please include as much information as possible)
4. Preliminary estimation of the extent of the injury
5. Name and contact number or person making the report

Safety Officer's responsibilities: Contact the injured party or party's parents within 48 hours.

1. Verify information that was received is correct
2. Obtain additional information and updates on the status of the injured party
3. In the event medical treatment was required (Emergency Room, doctors office, etc.) – advise the parent/guardian of the Powhatan Little League's insurance coverage and the provisions for submitting claims.
4. Alert the President and/or Vice President of incident
5. In the event of a major injury, the Safety Officer will call the injured party to: check the status of the injury, assist with submission of insurance forms, etc. until such time as the incident is considered "closed" (i.e. no further claims are expected and/ or injured individual is participating in the league again).

Any player that gets medical services is required to have a note from the provider clearing him/ her to return to play. This note shall be given to the coach who shall provide it to the Safety Officer.

Little League Baseball Child Protection Program

All local Little League organizations are required to conduct background checks on Managers, Coaches, Board of Directors members, and any other person, volunteer, or hired worker who will provide regular service to the league an/or have repetitive access to or contact with players or teams. Individuals are also required to submit a Little League Volunteer Application to their local league. This is completed at no cost to the applicant. Powhatan Little League uses First Advantage to process the applications. More information can be found at www.littleleague.org.

2019 Volunteer Application form link:

New volunteer application:

<https://pllbaseball.com/volunteering-with-pll/>

Returning volunteer application:

<https://pllbaseball.com/volunteering-with-pll/>

Managers and Coaches

Powhatan Little League provides a **mandatory** Managers Overview Clinic/ Fundamentals Clinic before the start of the season. (2/16/2019). All Coaches are also strongly encouraged to attend. There will be a Safety Clinic (3/2/2019) where First Aid training will be offered as well as instructional seminar for all Managers, Coaches and Volunteers. One representative from each team *must* complete the First Aid training and Fundamentals Clinic. Each Manager/ Coach must attend these clinics at least once every three years to be eligible. Licensed health care professionals are exempt from the first aid training. Documentation of this license must be provided. The Safety Officer will maintain records.

Check the Powhatan Little League home page: <http://pllbaseball.com> for updates. League information and a complete league calendar are located on the website. Each team will be issued a Safety Manual and advised of all first-aid equipment locations.

To help ensure good sportsmanship and fair play, each manager in Powhatan Little League must follow the Coach's Commandments and Code of Conduct.

Powhatan Little League Code of Conduct

It is the intent of Powhatan Little League to teach children the game of baseball in an atmosphere conducive to learning in a positive, safe and fun way. All coaches, players, parents, and fans must strive for a high level of conduct at all times. Children learn by example. Powhatan Little League requests everyone's help in implementing and upholding the Code of Conduct.

Profanity: No coach, player, parent of fan shall use profanity at any time.

Alcohol: No individual shall drink any product containing alcohol of any type or be under the influence of alcohol while involved in a Powhatan Little League event.

Tobacco: All playing fields, dugouts and areas around fields (except designated locations) are to be tobacco free during any Powhatan Little League event. (Including e-cigarettes)

Safety: All individuals are required at all times to act in such a manner as not to endanger the well being of others.

Temperament: Participants, coaches, parents are expected to maintain a professional temperament during all league activities.

Sportsmanship: Good sportsmanship is required at all times. Those exhibiting poor sportsmanship will be asked to refrain from such activity or be removed from the premises.

Facilities: The league will maintain the facilities in a safe and clean condition. Participants will be encouraged to place trash in the proper receptacles and report any unsafe conditions at once to any Coach or League Official.

The Board of Directors of the Powhatan Little League recognizes the Code of Conduct is a common sense approach to expected behavior. Remember, the actions of the participants, coaches, managers, volunteers, and/ or parents are representative of the Powhatan Little League. Please support the Code of Conduct to positively impact our participants.

Report any detrimental conduct to any Coach or League Official. Each report will be dealt with in a timely manner.

Powhatan Little League Coach's Pledge

I will remember the game is for the players, not for my personal gratification or position.

I will create a mental attitude that requires maximum effort at all times.

I will be positive in my approach and eliminate the fear of failure.

I will control my temper and encourage rather than berate.

I will never sacrifice the dignity of a player.

I will ensure good sportsmanship like conduct from my players and myself.

I will ensure the participants of my team have pride in the opportunity to play.

I will ensure respect amongst coaches and teammates.

I will encourage maximum effort.

I will create an understanding that players achieve success through mental and physical preparation.

I will make a concentrated effort to be a positive influence on the players.

I will lead by example.

Powhatan Little League Safety Code

- Each manager is given a copy of Little League Rules and any Local Rules prior to the start of the season. It is up to the Manager to ensure the rules are followed during practice as well as during games.
- Managers and/ or coaches along with the assigned umpires should inspect the playing field to check for hazards prior to each use of the field. Particular attention should be made to look for rocks, glass, holes, or any other item that may pose a threat to a player. The 2018 Annual Little League Facility Survey that was submitted can be used for field information.
- Responsibility for safety procedures should be that of an adult member of Powhatan Little League.
- Managers, coaches, and umpires should have training in basic first-aid. First-aid kits are located at the concession stand and in the equipment sheds. AED is located in the concession stand and may be accessed when the concession stand is open at Fighting Creek Park location only. It is recommended that managers purchase a first-aid kit and have it with him/ her at every game and practice.
- No games or practices should be held if weather or field conditions are not safe to play- particularly when lighting is inadequate.
- All team equipment should be stored within the team dugout, or behind screens, and not with the area defined by the umpires as “in play.”
- Only players, managers, coaches, Safety Officer and umpires are permitted on the playing field or in the dugout during games and practice sessions.
- Responsibility for keeping bats and loose equipment off the field of play should be that of the team’s managers and coaches.
- Foul balls batted out of playing area and retrieved by fans shall be returned to the closest dugout, please DO NOT throw the ball back.
- During practices 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.
- All pre-game warm-ups should be performed within the confines of the playing field and not within areas that are frequented by spectators.
- Equipment condition and proper fit should be inspected regularly.
- Pitch count sheets should be used and Little League rules followed for pitch maximums based on age.
- Batters must wear Little League approved protective helmets during batting practice and games. All helmets must have NOCSAE certification clearly marked on the helmet.
- Catcher must wear catcher’s helmet, mask, throat guard, long model chest protector, shin guards and protective cup with athletic supporter at all times for practices and games. **NO EXCEPTIONS.**
- Managers should encourage all male players to wear protective cups and supporters for practices and games.
- Except when the runner is returning to a base, headfirst slides are not permitted for any age group except Juniors and Seniors.
- During sliding practices, bases should be breakaway bases.
- 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 or metallic objects during practices or games.

- Managers and coaches may not warm up pitchers before or during a game.
- On-deck batters are not permitted.
- Traditional donuts cannot be used.
- Base coaches 18 and younger MUST wear an approved batting helmet.
- A player or spectator that has been suspended, expelled or banned by Powhatan County Public Schools is not allowed to participate in any function that is located on a school field or any of their property. This includes practice, games, watching or any other function at a school field. The player shall show the letter from Powhatan County Public Schools to their coach stating the end date of the suspension to resume play when on school property.
- Refer to house rules for additional rules.
- At any time, the Safety Officer can stop a game or practice if there is a safety issue.
- Annual Little League Facility Survey was completed and is filed within the Powhatan Little League Safety Manual.
- Only disengage-able bases can be used as bases on all fields.
- It is encouraged to designate a Team Safety Officer- responsible for overseeing the safety of practices and games as well as dialing 911 in the event of an emergency.

Storage Shed Procedures

The following applies to all of the storage sheds used by Powhatan Little League and apply to anyone who has been issued a combination to the lock(s) by Powhatan Little League to use the sheds.

- All individuals with access to the Powhatan Little League equipment sheds are aware of their responsibilities for the **orderly and safe storage of rakes, shovels, bases, liners and any other equipment.**
- Before you use any machinery located in the shed, please locate and read the written operating procedures for that equipment.
- All chemicals or organic materials stored in the Powhatan Little League sheds shall be properly marked and labeled. The only materials should be field drying agent, wasp and hornet spray and pulverized marking lime.
- All chemicals or organic materials stored within these sheds will be separated from the areas used to store machinery and gardening equipment to minimize the risks of puncturing storage containers.
- Any witnessed “loose” chemicals or organic materials within the sheds should be cleaned up and disposed of as soon as possible to prevent accidental poisoning.
- All sheds shall be kept locked and codes confidential
- All sheds shall be kept neat, clean and orderly at all times.
- MSDS are located in each shed if needed.

Lightning Facts and Safety Procedures

Consider the following:

- The average lightning strike 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 to within 10 miles, you are at immediate risk to the possibility of lightning strikes coming from the storm’s overhanging anvil cloud.
- On average, thunder can only be heard over a distance of 3-4 miles, depending on humidity, terrain, and other factors. This means that by the time you hear thunder, you are already in the risk area for lightning strikes.
- One way to determine how close recent lightning strike is to you is called the “flash-bang” method. With this method, a person counts the number of seconds between the sight of a lightning strike and the sound of thunder that follows it. Halt play and evacuation should be called for when the count between lightning flash and sound of its thunder is 15 seconds or less.
- Use of this method is only one suggested way to assess risk. Use of sight, sound, and or a phone app could be used to determine approaching storms. No method is 100%
- 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 players to safety- regardless of whether or not the flash-bang proximity measure applies.

Suspending play:

- If thunder or lightning is in an approaching storm, play shall be suspended by one blast of an air horn from the concession stand (only at Fighting Creek Park when open). This signal will suspend ALL play on ALL fields.
- Play cannot resume until 30 minutes after the last sighting of lightening or 30 minutes after the last sound of thunder.
- Play will resume with two blasts from the air horn located at the concession stand (only at Fighting Creek Park when open).
- Should games be suspended for the day, there will be three blasts from the air horn from the concession stand (only at Fighting Creek Park when open).
- An umpire will determine if the game should be suspended. If no umpire, the managers, coaches or Safety Officer shall determine when to suspend or resume play.
- If there is no horn accessible, verbal notification shall be used.

Procedures for clearing the field:

- No place is absolutely safe from the lightning threat, but some places are safer than others. Substantial buildings with wiring and plumbing provide the greatest amount of protection (i.e. office buildings, schools, homes).
- Once inside, stay away from windows and door and anything that conducts electricity such as corded phones, wiring, plumbing, and anything connected to these.
- In the absence of a substantial building, a hard-topped metal vehicle with the windows closed provides good protection. Occupants should avoid contact with the metal in the vehicle, and to the extent possible, move away from windows.
- If you are stranded in an open area and cannot get to shelter in a car, put your feet together, crouch down, and put your hands over your ears.
- Avoid high places and open fields, isolated trees, unprotected gazebos, rain or picnic shelters, dugouts, flagpoles, light poles, bleachers (metal or wood), metal fences and water.

First aid to a lightning victim:

- Typically a lightning victim suffers similar symptoms to someone suffering from a heart attack.
- Call 911.
- Ensure the scene is safe. If the victim is in a high-risk area (open field, isolated tree, etc.) the rescuer should determine if the movement from that area is necessary. Lightning can and does strike in the same place twice. If the rescuer is at risk, and movement of the victim is a viable option, it should be done.
- If the victim is not breathing, start mouth-to-mouth resuscitation. If it is decided to move the victim, administer a few quick breaths prior to moving them.
- Determine if the victim has a pulse. If no pulse is detected, start cardiac compressions as well.
- **It is recommended that a person knowledgeable and trained in the technique administer CPR. However, it may be necessary to provide assistance to save a life. Chest compression alone for 6 minutes can provide oxygenated blood to the brain and sustain function.**

Communicable Disease Procedures

While risk of one athlete infecting another with HIV/ AIDS during competition is close to non-existent, there is a remote risk that other blood infections or diseases can be transmitted. Procedures for reducing the potential for transmissions of infectious agents should including but not limited to the following:

- Bleeding must be stopped, the open wound covered, and if there is any excessive amount of blood on the uniform, it must be hanged before the athlete can continue play.
- Routine use of gloves or other precautions to prevent skin and mucous membrane exposure when contact with blood or other body fluids is anticipated.
- Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other bodily fluids. Wash hands immediately with soap and water after removing gloves.
- Clean all blood contaminated surfaces and equipment with solution made from a proper dilution of household bleach (Center for Disease Control and Prevention recommends a solution of 10 parts bleach to 90 parts water) or other disinfectant before competition resumes.
- Practice proper disposal procedures to prevent injuries caused by needles, scalpels, and other sharp instruments.
- Although saliva has not been implicated in HIV transmission, to minimize the needed for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be available for use.
- Managers and coaches with oozing skin should refrain from all direct athletic care until condition resolves.
- Contaminated towels should be disposed of or disinfected properly.
- Follow acceptable guidelines in the immediate control of bleeding and when handling bloody dressings, mouth guards, and other articles containing bodily fluids.

Concussions

The Powhatan Little League desires the safe return to activity for all athletes participating in physical activities following an injury, but particularly after a concussion. The goal of this is to ensure (1) that coaches, volunteers, athletes and their parents or guardians are aware of the short-term and long term effects of concussions; (2) that concussed athletes are identified, removed from play immediately and referred appropriately; and (3) that concussed athletes are returned to play only after receiving appropriate medical care, given adequate time to heal, and are symptom free.

Concussion: A brain injury that is characterized by an onset of impairment of cognitive and/or physical functioning, and is caused by a blow to the head, face or neck, or a blow to the body that causes a sudden jarring of the head (i.e. – helmet to the head, being knocked to the ground). A concussion can occur with or without a loss of consciousness, and proper management is essential to the immediate safety and long-term future of the injured athlete.

Licensed Care Provider: A physician, physician assistant, osteopath, or athletic trainer licensed by the VA Board of Medicine, a neuropsychologist licensed by the Board of Psychology, or a nurse practitioner licensed by the VA State Board of Nursing.

Return to Play: to participate in a non-medically supervised practice, game or athletic competition.

1. Powhatan Little League

- The PLL shall develop concussion-training materials for coaches, volunteers, athletes and parents.
- PLL shall document all concussions using current reporting procedure per Little League International.
- PLL shall evaluate all training materials and injuries at least once per year.
- PLL shall evaluate to make sure they comply with state law and Powhatan School Regulations when on school property.

2. Required Concussion Training for Coaches and Volunteers:

- Every Coach, Assistant Coach, Volunteer or other person serving in a coaching or advisory role over a athlete during games, competitions, or practices shall receive training in the signs and symptoms of sports-related concussions, strategies to reduce the risk of concussions, how to seek proper medical treatment for concussions, and the process by which a concussed athlete may safely return to practice or competition.
- Each director and safety officer shall ensure that no person is allowed to coach or advise an athlete in any practice, game or competition who has not completed the training within the previous 12 months.

3. Distribution of Training Materials to Athletes and Parent/ Guardian

- Prior to participating in any physical activity each athlete and the athlete's parent or guardian shall review concussion-training materials developed by Powhatan Little League. The concussion training materials shall describe the short and long-term effects of concussions.
- The training shall be done on a yearly basis.

4. Removal from Physical Activities

- An athlete suspected by a coach, trainer, etc. of sustaining a concussion or brain injury in a practice, game, or competition shall be removed from the activity immediately, evaluated, and if necessary referred for further treatment. An athlete,

who has been removed from play, evaluated and suspected to have sustained a concussion shall not return to play that same day.

- In determining whether an athlete removed from play is suspected of having sustained a concussion- an appropriate health care provider or trained individual, shall evaluate the athlete at the time of removal utilizing a standardized concussion sideline assessment instrument (i.e. Sideline Concussion Assessment Tool (SCAT-II), the Standardized Assessment of Concussion (SAC), or the Balance Error Scoring System (BESS)) when available.
- The determination of whether an athlete removed from play is suspect of having sustained a concussion shall be the sole determination of a licensed health care provider or other trained individual conducting the concussion sideline assessment. Determination is final and may not be overruled by another licensed health care provider or other trained individual, coach, assistant coach, or other person serving in a coaching or advisory role, the athlete, or the parent or guardian of the athlete.
- The coach of the athlete may elect not to return the athlete to play even after the concussion sideline assessment is determined that the athlete is no longer suspected of having a concussion.

5. Return to Play Protocol

- No athlete shall be allowed to return to physical activities, which includes practices, games or competitions, until the athlete presents a written medical release from the athlete's licensed health care provider. The written medical release shall certify that (1) the provider is aware of the current medical guidance on concussion evaluation and management, (2) the athlete no longer exhibits signs, symptoms or behaviors consistent with a concussion at rest or with exertion.
- The coach of an athlete or safety officer may elect not to allow an athlete to return to physical activities, even after the production of a written medical release from the athlete's licensed health care provider, if the coach observes signs and symptoms of sports-related concussions. If the athlete's coach makes such a decision the coach shall communicate the observations and concerns to the athlete's parent or guardian within one day of the decision not to allow such athlete to return to physical activities.
- Coaches shall forward any information from the athlete's licensed health care provider to the safety officer as soon as possible.

6. Helmet Replacement and Reconditioning

- All helmets used in physical activities must conform to the Little League International rules and standards.
- Reconditioned helmets that have been purchased must be recertified as conforming to the NOCSAE by the reconditioner.

Concession Stand Procedures

(Contracted through Powhatan County Parks & Recreation)

The following information is a guide to run a healthful concession stand and to reduce the risk of food borne illness.

- **Menu:** Keep the menu simple and keep potentially hazardous foods (meat, eggs, dairy, protein, salads, cut fruits and vegetables, etc.) to a minimum. Avoid using precooked foods or leftovers. Avoid foods that have been prepared at home. Complete control over our food, from source to service, is the key to safe, sanitary food service.
- **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 degrees F or below (if cold) or 140 degrees F or above (if hot). Ground beef and ground pork products should be cooked to an internal temperature of 155 degrees F. Most food borne illnesses from temporary events can be traced back to lapses in temperature control.
- **Reheating:** Rapidly reheat potentially hazardous foods to 165 degrees. Do not attempt to heat foods in crock-pots, steam tables, over sterno units or other holding devices. Slow cooking mechanisms may activate bacteria and never reach killing temperatures.
- **Cooling and Cold Storage:** Foods that require refrigeration must be cooled to 41 degrees 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 and 40% water), stirring the product frequently, or place 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 the 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 food borne illness.
- **Hand Washing:** Frequent and thorough hand washing remains the first line of defense in preventing food borne disease. The use of disposable gloves can provide a barrier to contamination, but they are no substitute for hand washing.
- **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.
- **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.
- **Dishwashing:** Use disposable utensils for food service. Keep your hands away from food contact surfaces, and never reuse disposable dishware. Ideally, dishes and utensils should be washed 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.
- **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 food borne illness.
- **Wiping Cloths:** Rinse and store your wiping cloths in a bucket of sanitizer (ex: 1 gallon of water and ½ tsp. of chlorine bleach). Change the solution every 2 hours. Well-sanitized work surfaces prevent cross contamination and discourage flies.
- **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.

- **Food Storage and Cleanliness:** Keep foods stored off the floor at least 6 inches. After your event is finished, clean the concession area and discard unusable food.

House Rules by Division

SPRING HOUSE RULES BY DIVISION

Instructional Tee Ball

- First time players only, league ages 4 & 5, as determined by the 2018 League Age Chart.
- A game will consist of three innings, not to exceed one hour and thirty minutes.
- Bases are to be spaced fifty feet apart.
- Each team bats entire line-up each inning. Outs will not be recorded
- Base runners will not be removed on any defensive play.
- All defensive pitchers must wear helmets with facemasks. First baseman shall wear helmet with facemask at coach's discretion.
- All batters and base runners must wear helmets with facemask and chin straps.
- Every player plays every inning. No player will sit.
- All players must be rotated defensively each inning to allow the opportunity for players to play outfield and infield.
- Runners may advance one base at a time.
- If at all possible, a team will consist of no more than twelve players.
- Pitcher must throw the ball to first base if fielded within the circle. Exception – if there is a play at home, pitcher may run home if fielded in the circle.
- Non-wood and laminated bats shall bear the USA Baseball logo. Tee Ball bats that were produced and/or purchased prior to the implementation of this standard can be certified using an Approved Tee Ball Sticker via the USA Baseball Tee Ball Sticker Program (USABaseballShop.com)

Advanced Tee Ball

- Returning league age 5 that have completed one season of instructional tee ball and all league age 6. League age is determined by the 2018 League Age Chart.
- A game will consist of five innings, but shall not exceed one hour and thirty minutes.
- Each batter will receive three pitches. If ball is not hit, tee will be set up and batter will be allowed five swings.
- An inning will consist of three outs or five runs.
- Bases are to be spaced sixty feet apart.
- All defensive pitchers must wear a helmet with facemask. First baseman shall wear helmet with facemask at coach's discretion.
- All batters and base runners must wear helmets with facemask and chin straps.
- Every payer plays every inning. No player will sit out.
- All players must be rotated defensively each inning to allow each player to play outfield and infield.
- A runner may advance one base on an overthrow to first base at base coach's discretion.
- When a ball is hit into play, runners may advance until the ball enters any part of the infield within the base lines.
- Teams shall consist of twelve to fifteen players.
- Pitcher must throw the ball to first base if fielded within the circle. Exception – if there is a play at home,

pitcher may run home if fielded in the circle.

- Non-wood and laminated bats shall bear the USA Baseball logo. Tee Ball bats that were produced and/or purchased prior to the implementation of this standard can be certified using an Approved Tee Ball Sticker via the USA Baseball Tee Ball Sticker Program (USABaseballShop.com)

Coach Pitch

- League ages 7 and 8, as determined by the 2018 League Age Chart. League Age 8 players may play up in the Minors division at parent/guardian discretion.
- A game will consist of six innings, but shall not exceed one hour and forty-five minutes.
- An inning will consist of three outs or five runs.
- Each at-bat will consist of five pitches or three swings, whichever comes first.
- The at-bat will continue upon foul balls from the third swing or fifth pitch onward, as appropriate.
- Adult pitcher must start with one foot in circle. Pitcher's circle is twelve feet in diameter.
- Defensive players must start with one foot in circle and be positioned at the midpoint or beyond.
- Runners must stop when either stymied or when ball is in control in the infield.
- Adult pitcher should leave the playing field upon fair ball by exiting behind the batter running to first base.
- Adult pitcher should pick up bat and remove from play.
- No limits to base running on overthrows.
- Each player must play at least two innings in the infield. Rotation as a catcher counts towards this requirement.
- Team shall consist of a minimum of twelve players. Ten defensive players shall play the field.
- No player shall sit out more than one consecutive inning.
- No more than three coaches for each game.
- All batters and base runners must wear helmets with facemask and chin straps.
- Player pitcher must wear batting helmet with facemask and chin strap.
- Non-wood and laminated bats shall bear the USA Baseball logo. Bats shall not be more than 33 inches in length; nor more than $2\frac{5}{8}$ inches in diameter, and if wood, not less than fifteen-sixteenths ($15/16$) inches in diameter ($7/8$ inch for bats less than 30") at its smallest part. Wood bats taped or fitted with a sleeve may not exceed sixteen (16) inches from the small end.

Minors

- League ages 8, 9, and 10, as determined by the 2018 League Age Chart. League Age 10 players may play up in the Majors division at parent/guardian discretion.
- A game will consist of six innings. However, no new inning will start after one hour and forty-five minutes.
- A minimum of 4 innings must be played ($3\frac{1}{2}$ if home team is winning).
- An inning will consist of three outs or five runs.
- All rules of the current Little League rulebook will apply.
- All batters and base runners must wear helmets with facemask. Chinstraps are highly recommended.
- Interleague play shall be conducted in accordance with Little League rules.
- No player shall sit out more than one consecutive inning.

- Non-wood and laminated bats shall bear the USA Baseball logo. Bats shall not be more than 33 inches in length; nor more than $2\frac{5}{8}$ inches in diameter, and if wood, not less than fifteen-sixteenths ($15/16$) inches in diameter ($7/8$ inch for bats less than 30") at its smallest part. Wood bats taped or fitted with a sleeve may not exceed sixteen (16) inches from the small end.

Majors

- League ages 10, 11, and 12, as determined by the 2018 League Age Chart.
- A game will consist of six innings. However, no new inning will start after two hours.
- All rules of the current Little League rulebook will apply.
- All batters and base runners must wear batting helmets. Facemasks and chinstraps are highly recommended.
- Interleague play shall be conducted in accordance with Little League rules.
- No player shall sit out more than one consecutive inning.
- Non-wood and laminated bats shall bear the USA Baseball logo. Bats shall not be more than 33 inches in length; nor more than $2\frac{5}{8}$ inches in diameter, and if wood, not less than fifteen-sixteenths ($15/16$) inches in diameter ($7/8$ inch for bats less than 30") at its smallest part. Wood bats taped or fitted with a sleeve may not exceed sixteen (16) inches from the small end.

Juniors

- League ages 12-14 as determined by the 2018 League Age Chart.
- A game will consist of seven innings. However, no new inning will start after two hours and fifteen minutes.
- All rules of the current Little League rulebook will apply.
- All batters and base runners must wear batting helmets. Facemasks and chinstraps are highly recommended.
- Interleague play shall be conducted in accordance with Little League rules.
- No player shall sit out more than one consecutive inning.
- Non-wood and laminated bats shall bear the USA Baseball logo. Bats shall not be more than 34 inches in length; nor more than $2\frac{5}{8}$ inches in diameter, and if wood, not less than fifteen-sixteenths ($15/16$) inches in diameter ($7/8$ inch for bats less than 30") at its smallest part. Wood bats taped or fitted with a sleeve may not exceed eighteen (18) inches from the small end.

Seniors

- League ages 13, 14, 15, and 16, as determined by the 2018 League Age Chart.
- A game will consist of seven innings. However, no new inning will start after two hours and thirty minutes.
- All rules of the current Little League rulebook will apply.
- All batters and base runners must wear batting helmets. Facemasks and chinstraps are highly recommended.
- Interleague play shall be conducted in accordance with Little League rules.
- No player shall sit out more than one consecutive inning.
- All bats not made of a single piece of wood shall meet the Batted Ball Coefficient of Restitution (BBCOR) performance standard, and such bats shall be so labeled. It shall not be more than 36 inches in length, nor

more than $2\frac{5}{8}$ inches in diameter, and if wood, not less than fifteen-sixteenths ($15/16$) inches in diameter ($7/8$ inch for bats less than 30") at its smallest part. Wood bats taped or fitted with a sleeve may not exceed eighteen (18) inches from the small end. The bat shall not weigh, numerically, more than three ounces less than the length of the bat (e.g., a 33-inch-long bat cannot weigh less than 30 ounces).

Little League Bat Rule

Rule 1.10 – Baseball

The bat must be a baseball bat which meets the USA Baseball Bat standard (USABat) as adopted by Little League. It shall be a smooth, rounded stick, and made of wood or of material and color tested and proved acceptable to the USA Baseball Bat standard (USABat).

Beginning with the 2018 season, non-wood and laminated bats used in the Little League (Majors) and below, Intermediate (50-70) Division, Junior League divisions, and Challenger division shall bear the USA Baseball logo signifying that the bat meets the USABat – USA Baseball’s Youth Bat Performance Standard. All BPF – 1.15 bats will be prohibited beginning with the 2018 season. Additionally, starting in 2018, the bat diameter shall not exceed 2 $\frac{5}{8}$ inches for these divisions of play. Bats meeting the Batted Ball Coefficient of Restitution (BBCOR) standard may also be used in the Intermediate (50-70) Division and Junior League divisions. Additional information is available at LittleLeague.org/batinfo.

Tee Ball:

Under the USABat standard, certified Tee Ball bats (26” and shorter) will feature the USA Baseball mark and text which reads [ONLY FOR USE WITH APPROVED TEE BALLS](#). All Tee Ball bats must feature the USA Baseball mark and accompanying text. Tee Ball bats that were produced and/or purchased prior to the implementation of the new standard can be certified using an Approved Tee Ball Sticker via the USA Baseball Tee Ball Sticker Program (USABaseballShop.com) beginning September 1, 2017.

NOTE: Approved Tee Ball bats may also be used for Coach Pitch/Machine Pitch Minor Divisions only with the use of [approved Tee Balls](#).

Minor/Major Divisions:

It shall not be more than 33 inches in length; nor more than 2 $\frac{5}{8}$ inches in diameter, and if wood, not less than fifteen-sixteenths (15/16) inches in diameter (7/8 inch for bats less than 30”) at its smallest part. Wood bats taped or fitted with a sleeve may not exceed sixteen (16) inches from the small end.

NOTE 1: Solid one-piece wood barrel bats do not require a USA Baseball logo.

NOTE 2: Approved Tee Ball bats may also be used for Coach Pitch/Machine Pitch Minor Divisions only with the use of [approved Tee Balls](#).

Intermediate (50-70) Division and Junior League:

It shall not be more than 34” inches in length; nor more than 2 $\frac{5}{8}$ inches in diameter, and if wood, not less than fifteen-sixteenths (15/16) inches in diameter (7/8 inch for bats less than 30”) at its smallest part. Wood bats taped or fitted with a sleeve may not exceed eighteen (18) inches from the small end.

NOTE 1: Solid one-piece wood barrel bats do not require a USA Baseball logo.

NOTE 2: Also, permitted for the Intermediate (50-70) Division and Junior League Division are bats meeting the BBCOR performance standard, and so labeled with a silkscreen or other permanent certification mark. The certification mark shall be rectangular, a minimum of a half-inch on each side and located on the barrel of the bat in any contrasting color. Aluminum/alloy and composite bats shall be marked as to their material makeup being aluminum/alloy or composite. This marking shall be silkscreen or other permanent certification mark, a minimum of one-half-inch on each side, and located on the barrel of the bat in any contrasting color.

Senior League:

It shall not be more than 36 inches in length, nor more than $2\frac{5}{8}$ inches in diameter, and if wood, not less than fifteen-sixteenths ($15/16$) inches in diameter ($7/8$ inch for bats less than 30") at its smallest part. Wood bats taped or fitted with a sleeve may not exceed eighteen (18) inches from the small end. The bat shall not weigh, numerically, more than three ounces less than the length of the bat (e.g., a 33-inch-long bat cannot weigh less than 30 ounces). All bats not made of a single piece of wood shall meet the Batted Ball Coefficient of Restitution (BBCOR) performance standard, and such bats shall be so labeled with a silkscreen or other permanent certification mark. The certification mark shall be rectangular, a minimum of a half-inch on each side and located on the barrel of the bat in any contrasting color. Aluminum/alloy and composite bats shall be marked as to their material makeup being aluminum/alloy or composite. This marking shall be silkscreen or other permanent certification mark, a minimum of one-half-inch on each side, and located on the barrel of the bat in any contrasting color.

Little League Challenger Division:

It shall not be more than 33 inches in length; nor more than $2\frac{5}{8}$ inches in diameter, and if wood, not less than fifteen-sixteenths ($15/16$) inches in diameter ($7/8$ inch for bats less than 30") at its smallest part. Wood bats taped or fitted with a sleeve may not exceed sixteen (16) inches from the small end.

NOTE: Solid one-piece wood barrel bats do not require a USA Baseball logo.

Senior League Challenger Division:

It shall not be more than 36 inches in length, nor more than $2\frac{5}{8}$ inches in diameter, and if wood, not less than fifteen-sixteenths ($15/16$) inches in diameter ($7/8$ inch for bats less than 30") at its smallest part. Wood bats taped or fitted with a sleeve may not exceed eighteen (18) inches from the small end. The bat shall not weigh, numerically, more than three ounces less than the length of the bat (e.g., a 33-inch-long bat cannot weigh less than 30 ounces). All bats not made of a single piece of wood shall meet either 1) the Batted Ball Coefficient of Restitution (BBCOR) performance standard, and such bats shall be so labeled with a silkscreen or other permanent certification mark which shall be rectangular, a minimum of a half-inch on each side, and located on the barrel of the bat in any contrasting color, or 2) the USA Bat standard and shall bear the USA Baseball logo signifying that the bat meets the USABat – USA Baseball's Youth Bat Performance Standard. Aluminum/alloy and composite bats shall be marked as to their material makeup being aluminum/alloy or composite. This marking shall be silkscreen or other permanent certification mark, a minimum of one-half-inch on each side, and located on the barrel of the bat in any contrasting color.

In all divisions, a non-wood bat must have a grip of cork, tape, or composition material, and must extend a minimum of 10 inches from the small end. Slippery tape or similar material is prohibited.

NOTE 1: Whiffle ball type bats are permissible in all Challenger Divisions.

NOTE 2: The traditional batting donut is not permissible.

NOTE 3: Tee Ball bats may be used in the Challenger Divisions. Under the USABat standard, certified Tee Ball bats (26" and shorter) will feature the USA Baseball mark and text which reads ONLY FOR USE WITH APPROVED TEE BALLS. All Tee Ball bats must feature the USA Baseball mark and accompanying text. Tee Ball bats that were produced and/or purchased prior to the implementation of the new standard can be certified using an Approved Tee Ball Sticker via the USA Baseball Tee Ball Sticker Program (USABaseballShop.com) beginning September 1, 2017.

NOTE 4: Non-wood bats may develop dents from time to time. Bats that have cracks or sharp edges, or that cannot pass through the approved Little League bat ring for the appropriate division must be removed from play. The $2\frac{1}{4}$ -inch bat ring must be used for bats labeled $2\frac{1}{4}$. The $2\frac{5}{8}$ -inch bat ring must be used for bats labeled for $2\frac{5}{8}$.

NOTE 5: An illegal bat must be removed. Any bat that has been altered shall be removed from play.

Appendix 1

Forms

Appendix 2

Coach Resources