

**SAFETY PROGRAM
Escondido National Little League
2019**



Officers of the Board of Directors:

Becca Cook, President (858) 500-6256
Meghan Gonzalez, Vice-President (419) 707-9527
Tiffany Thomas, Secretary (760) 390-6452
Wayne Pelham, Player Agent Competitive (760) 594-7715
Wayne Pelham, Player Agent Non-Competitive (760) 594-7715

Safety Officer

Meghan Gonzalez, Safety Director (419) 707-9527

***POLICE, FIRE, and EMS Emergency:
911***

Escondido Police (non-emergency) – (760) 839-4722
Escondido Fire Department – (760) 839-5400

Safety is everyone's responsibility!

The Escondido National Little League is dedicated to the safety of its players, parents and spectators. These rules and regulations have been intended to support the League's efforts and have been approved by the Board of Directors. Coaches and umpires have been trained in the nature and application of these safety rules and regulations. Coaches, umpires, parents and players within the League are invited and expected to support and participate in the enforcement of these rules and regulations while they are at the fields and at practices.

- 1. The Escondido National Little League Board of Directors shall appoint on a yearly basis an active League Safety Officer. The notification of the league Safety Officer to Little League Headquarters shall be made through the Little League Data Center and with the submission of this ASAP Safety Plan.**
- 2. This Escondido National Little League Safety Policy will be distributed to all league managers, coaches, umpires and league volunteers and a copy will be available at the League concession stand for all parents and visitors to review. The plan will also be posted on our league website: www.EscondidoLittleLeague.org**
- 3. All coaches, managers and league volunteers will be supplied a complete list of emergency phone numbers and telephone numbers of all key league officials. This list will also be posted in a visible spot at the league concession stand.**
- 4. All members of the Board of Directors, all managers, coaches, league volunteers and hired help who have repetitive access to players and teams, shall fill out and submit a Little League Volunteer Application along with providing a copy of a government issue photo ID for identification verification and background checking.**
- 5. All Escondido National Little League Managers and Coaches will be required to attend the Coaches Fundamental Training on January 26, 2019. It is mandatory that each manager/coach attend at least once every three years with at least one team manager/coach in attendance every year. Managers will be instructed on proper sliding, hitting, fielding and pitching techniques and the proper way to avoid being hit by a pitched ball at the league preseason clinic. Sliding and being hit by a pitched ball are the two most frequent causes of injuries in youth leagues and other baseball leagues.**
- 6. Escondido National Little League conducts a coaches and league volunteer Safety First Aid Seminar at the start of each season (January 26, 2019) to ensure that all league volunteers are acquainted with the basics of proper first aid. Each manager/coach is required to attend at least once every three years with at least one manager/coach from each league team in attendance every year.**
- 7. The facility shall be checked for unsafe conditions on a regular basis by the Safety Officer and the League President. The fields shall be walked before each game or practice by the umpires and or coaching staff to recognize and correct any hazards. These hazards could include such things as broken glass; rocks, broken fencing and all hazards found shall be corrected before any play begins.**
- 8. The League Safety Officer, along with being the primary contact for league safety issues, shall along with the league President fill out and submit a National Facility Survey as part of this plan. This Facility Survey shall include all future improvements to the facility along with all other little League requested items.**

- 9. The Escondido National Little League has formulated a Concession Stand Safety Policy that will be enforced at all times (see attached Policy).**
- 10. All team equipment shall be inspected on a per game and practice basis by team managers/coaches and by umpires during games. All worn or unsafe equipment shall be removed from play immediately and replaced by the equipment manager as soon as possible. Removed equipment is to be discarded of in a way that no one will use it again. The coaching staff and umpires on the field of play are responsible for assuring that the helmets worn by the players fit properly, and that the game helmets are in safe condition. If additional helmets or related safety equipment are needed, coaches will take the responsibility for contacting the league equipment manager in order to properly equip his or her team.**
- 11. All managers and coaches are required to report all injuries, not matter how small, to the league President within 24 hours. The President will contact the League Safety Officer and all forms will be filled out while the injury is still fresh in everyone's mind. All injuries will be kept on file for a year-end tracking report made by the League Safety Officer. The League Safety Officer will present a year-end injury tracking report to the District Safety Officer for use on a district basis.**
- 12. In addition to the main First Aid Kit found in the concession stand, all teams will be issued a smaller first aid kit that will be carried by the team at all times in their equipment bag. Replacement items for team travel First Aid Kits can be obtained at the League concession through the Safety and Equipment Officers. The team first aid kits are to be removed from the equipment bag and placed in an easily accessible, conspicuous location at the start of each game and practice. First aid kits must remain accessible and conspicuous during each game/practice.**
- 13. The League Safety Officer along with all members of the Escondido National Little League Board of Directors shall see to it that all Little League Rules and Regulations are enforced and adhered to. These rules shall include all Safety related rules and regulations such as the use of proper safety equipment being worn by the catcher during all pitcher warm-ups and pre-game and practice infield drills. The prohibition of adults warming up pitchers shall also be strictly enforced. Catchers shall wear an approved catcher's helmet with a dangling throat guard during pitcher warm ups and infield practices at games and practice. Breakaway bases shall be inserted fully into the ground holes. No game or practice shall be run without complete inspection of the breakaway bases. Batters helmets must be worn at all times by batters and runners during all games and practices. Anyone leaving the dugout area unless going on the field for defense must wear a helmet. Any player purposely removing his/her helmet, while running the bases, shall be warned by the umpire. A second time will result in ejection from the game.**
- 14. All soft pitch and other drills using a tee must be done in an open area or into an approved batters screen. No drills will be allowed hitting into a fence or backstop. League approved helmets must be worn during soft pitch or tee drills by the batter, and the tosser, if the tosser is a player.**
- 15. Escondido National players registration data and or player roster data and coach and manager data must be summited via the Little League Data Center at www.LittleLeague.org**

- 16. Escondido National will submit a qualified safety plan form with our ASAP Plan**
- 17. Throwing helmets or bats will be dealt with in a serious manner, whether they are thrown in anger or just tossed, will not be discussed. Dropping or tossing helmets causes damage and makes them unusable.**
- 18. Players backing up a catcher at practice must stand at least 20 feet behind the catcher and must wear a league approved batters helmet. This backup catcher must not be on deck batter holding a bat.**
- 19. After the third out of an inning, the team coming into the dugout will not be allowed to let players go out to swing bats before the offensive half of their inning begins.**
- 20. No players will be allowed to handle bats within the dugout. Teams will be warned by umpires and ejections will follow.**
- 21. Before games, pitcher warm ups are allowed in the designated bullpen area only.**
- 22. While teams are taking pre-game infield practice, the opposing team shall remain in the dugout with the dugout door closed. And out of harm's way.**
- 23. No pepper games are allowed before league games or at practices.**
- 24. Batting practice must not be conducted with a fence or backstop used as the catcher unless the fence or backstop are at least 10 feet behind the batter.**
- 25. The jumping of fences by league players shall be strictly prohibited. Gates will either be left open or keys will be given to coaching staffs. This will be a decision made by the Board of Directors on a yearly basis. Team managers shall have the ultimate responsibility here.**
- 26. Smoking shall be prohibited on the Escondido National Little League grounds at all times.**
- 27. At least one member of the coaching staff shall be in the dugout at all times.**
- 28. All umpires shall meet with League Safety Officer before the start of the season to go over the safety rules. They shall also meet regularly during the season for updates.**
- 29. Fake tags on the bases are prohibited.**
- 30. No bicycles. Skateboards or scooters will be allowed on the field or in the dugouts at any time.**
- 31. No glass bottles will be allowed in the dugout area at any time.**
- 32. ALL Playing fields will be cleared at the first notice of lightning. By the time we see lightning, it is usually too late to take proper action.**
- 33. All equipment must be kept in the dugouts during games and practices.**
- 34. Adults must not take turns at bat during practice with children in the field.**

- 35. Spectators and league personnel must watch children shagging foul balls during games and league practices.**
- 36. All Escondido National Minor and Major League games played on weekend days will have a dead stop at 9:45 pm.**
- 37. Any game stopped in progress, due to weather, lightening or field conditions shall end all field activities at that point. No team will be allowed to use the field for practice after such stoppage.**
- 38. No children shall be allowed in the equipment storage shed or snack bar to obtain equipment unless accompanied by an adult.**
- 39. The full name and addresses of all players and league volunteers will be protected. The names of the non-completive division players shall not be put on the back of team hats or uniforms, or on any league website.**
- 40. All players will be accounted for before the last league volunteer leaves the park.**
- 41. Managers/Coaches shall have emergency contact information for each player at all games and practices.**
- 42. Bicycle riding between fields is prohibited by local ordinance.**
- 43. All safety concerns should be directed to the Escondido National Little League Safety Officer.**
- 44. All emergency agencies will be supplied with directions to the league facility and an entrance will be left open at all times for emergency vehicles at all fields. Coaches are encouraged to also ask parents attending practices if they have use of a cell phone for emergency use. League rules prohibit the practice of any league team with only one coach present.**
- 45. The Escondido National Little League Safety Plan will be reviewed by the District 31 Administrator, prior to submission to Headquarters.**

Escondido National Little League
CONCESSION STAND SAFETY POLICY

1. No volunteer under the age of sixteen years old will be allowed to work in the concession stand without signed parental approval.
2. Parents and adult volunteers may not bring their young children into the concession stand while they are working.
3. All foods must be handled with paper towels or plastic wrap. Volunteers may wear plastic/rubber gloves while working. All volunteers must wash their hands on a frequent basis.
4. Per ordinance of the City of Escondido, the City may inspect the concession stand at any time.
5. The concession stand shall be cleaned on a nightly basis.
6. The concession stand area shall have a fully-stocked first aid kit available at all times.
7. Only working staff will be allowed in the concession stand area. No players, off-duty staff, or friends should be inside the concession stand area.
8. A list of all emergency numbers shall be available in the concession stand.
9. Any outdoor grills shall be placed in an area away from spectators. All outdoor grills shall be totally surrounded by tables to keep children away from the hot grills. Outdoor grills shall be staffed by adults only.
10. All trash shall be removed from the building on a nightly basis. Rubber gloves shall be used by volunteers while handling trash.
11. No glass containers of any type shall be sold at the concession stand.
12. Fire extinguishers must be placed in the concession stand, in a visible place and must not be locked. All volunteers shall be instructed of the use of the fire extinguishers before they are allowed to work the stand.
13. All fire extinguishers shall be inspected in the manner consistent with City of Escondido ordinance.
14. All concession stand volunteers shall submit a Little League Volunteer Application and be subject to a criminal History Background check.

Signed by: Meghan Gonzalez
Position: Vice President and Safety Officer

Date: 12/17/2018

**Escondido National Little League
Accident / Injury Reporting Form
2019**

SAFETY IS JOB ONE FOR EVERYBODY

Pursuant to league policy: "All managers and coaches are required to report all injuries, no matter how small, to the league president within 24 hours. The president will contact the league Safety Officer and all forms will be filled-out while the accident or injury is still fresh in everyone's mind." All other incidents not involving players should be reported to concessions staff within this same time frame. Incidents involving personal injury must be reported on this form and also to League President at (858) 500-6256.

Incident Day and Date: _____ Incident time: _____
Field location (circle one): MVP, HVMS, Orange Glen, Washington. Park, Other
Particular location (circle one): Field Dugout Driveway Parking Lot
Clubhouse Batting Cage Concessions

Injured Person's Name: _____ Date of Birth: _____
Gender: M F Relationship to league: Player Coach Volunteer Umpire Spectator
If player, indicate league level and Team: _____
Residential Address: _____
City: _____ State: _____ Zip: _____
Parent or guardian's name: _____
Parent or guardian's address (if different): _____
Home phone: _____ Cell phone: _____
Work phone: _____
Nature of injury: _____

Was first aid required? YES/NO
Describe if applicable: _____

What first aid supplies were used: _____

First aid was administered by: _____

Was Fire, Police or EMS notified (circle one)? YES / NO - By whom? _____
Was professional medical treatment required? _____

Please give a short description of the incident:

How could this accident have been avoided?

Report prepared by: _____
Role within league: _____

Signature: _____
Date: _____

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2019

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When reporting an emergency using 911, CALMLY provide the 911 operator with as much information as possible including:

- Type of emergency.
- Specific location of victim (which field, parking lot, etc.).
- Nature of injury, condition of victim.