

Cato Little League

2019 Safety Plan

Charter # 232-05-03



www.catolittleleague.org

Table of Contents

Policy Statement	3
Emergency Phone Numbers	3
Cato Little League Board of Directors	3
Safety Officer	4
Safety Manual	5
Cato Little League Safety Code	5
Concussions	7
Concession Stand Safety	8
First Aid	8
Accident Reporting	11
Volunteer Application	11
Code of Conduct	12
Defining Terms	13

Policy Statement

The Cato Little League is a non-profit organization run by volunteers whose mission is to provide an opportunity for our community's children to learn the game of baseball and softball in a safe and friendly environment. Our safety mission is to teach them the values of teamwork and sportsmanship. We will respect and admire each other's abilities and polish areas of weakness. We will play baseball and softball safely and stay healthy.

Emergency Phone Numbers

Ambulance 911
 Fire Department 911
 Police Department 911



Cato Little League Board of Directors

President	Paul McGetrick	315-935-0151	pmcgetrickjr@hotmail.com
Vice Pres. (Baseball)	Mike Weller	315-283-6692	weldog89@gmail.com
Vice Pres. (Softball)	Bob Perrotta Jr	315-704-8177	RCPerrotta@aol.com
Secretary	Lynnette Planck	315-440-8789	lynnetteplanck@hotmail.com
Treasurer	Chad Zimmer	203-540-9701	
			Chad.zimmer@coopersurgical.com
Information Officer	Todd Pollock	315-430-4071	smokediver008@yahoo.com
Safety Officer	Todd Pollock	315-430-4071	toddpollock8@gmail.com
CIMARF Liaison	Paul McGetrick	315-935-0151	pmcgetrickjr@hotmail.com
Uniform Manager	Paul McGetrick	315-935-0151	pmcgetrickjr@hotmail.com
Equipment Manager	Josh Schmitt	315-382-6484	schmittysfamily1@gmail.com
Player Agent	Josh Schmitt	315-382-6484	schmittysfamily1@gmail.com



Umpire Chief	Mark Medley	315-744-7621	markm290388@gmail.com
Web Design	Lynnette Planck	315-440-8789	lynnetteplanck@hotmail.com
Concession Stand	Lynnette Planck	315-440-8789	lynnetteplanck@hotmail.com
	Bucky Snyder	315-350-7148	lillybelle081606@yahoo.com
	Jason Impson	315-350-0634	
	Harmon Kent III	315-399-2914	
	Nate Wallace	315-246-2615	
	RC Smith	315-956-3200	

Safety Officer

The Cato Little League Safety Officer's responsibilities are:

- Will conduct and submit an annual little league facility survey and a qualified safety plan registration form with the ASAP plan.
- Within 48 hours of receiving the report, the Safety Officer must contact the injured party or the party's parents and;
 1. Verify the information received.
 2. Obtain any other information necessary.
 3. Check on the status of the injured party.
 4. In the event that the injury required other medical treatment (emergency room visit, doctor visit, etc.), the Safety Officer will advise the parents or guardian of the Cato Little League insurance coverage and the provisions for submitting any claims.

NOTE: Parent or Guardian's insurance is the primary coverage and Cato Little League is secondary.

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

Cato Little League Safety Officer for the 2018 Season

Todd Pollock – 315-430-4071

Safety Manual

- The intent is to print and distribute the safety plan to all staff: Concession workers, facility crew, managers, coaches, etc. and to keep copies in common areas for all volunteers.
- The Safety Manual is required to be updated and distributed each year before the season begins. Target date: April 1st each year.
- Enforce rules at practices as well as games.
- Use of this safety manual is required by all Cato Little League teams. If an issue arises that is not covered in this manual, please notify the safety officer.

Cato Little League Safety Code

The board of directors of the Cato Little League has mandated the following safety code. All managers and coaches will read and follow this Safety code. Responsibility for safety procedures belong to every adult member of Cato Little League.

- Each player, manager, designated coach, umpire, team safety officer shall use proper reasoning and care to prevent injury to him/her and to others.
- Only league approved managers and/or coaches are allowed to practice team.
- Managers, designated coaches and umpires will have mandatory training in first aid.
- First-aid kits are issued to each team manager during the pre-season and additional kits will be located at the CIMARF fields. First aid kits are required to be present at every game and practice.
- No games or practices will be held when weather or field conditions are poor, particularly when lighting is inadequate.
- Coaches and umpires are required to inspect the play area before games and practices for holes, damage, stones, glass and other foreign objects.

- Team equipment should be stored within the team's dugout or behind screens, and not within the playing field.
- Only players, managers, coaches and umpires are permitted on the playing field or in the dugouts during games and practices.
- Responsibility for keeping bats and loose equipment off the playing field should be that of a player assigned for this purpose or the team's manager and designated coaches.
- Foul balls batted out of playing area will be returned to the umpire and not thrown over the fence during a game.
- During practice and games, all players should be alert and watching the batter on each pitch.
- All pre-game warm ups should be performed within the confines of the playing field and not with in areas that are frequented by and thus endangering spectators.
- Equipment should be inspected regularly for the condition of the equipment as well for proper fit.
- Batters must wear little league approved protective helmets during batting practice and games. Helmets are not to be altered if it did not come from the manufacturer on the helmet then it can not be used.
- Except when a runner is returning to a base, head first, slides are not permitted.
- During sliding practice bases should not be strapped down or anchored.
- 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" for their children.
- Managers will only use the official Little League balls supplied by Cato Little League.
- Once a ball has become discolored, it will be discarded.
- All male players are encouraged to wear athletic supporters or cups during games, catchers must wear a cup. Managers should encourage that cups be worn at practice too.
- Male catchers must wear the metal, fiber or plastic type cup and a long model chest protector.
- Female catches must wear long or short model chest protectors.
- All catches must wear chest protectors with neck collar, throat, shin guards and catcher's helmet, all of which must meet little league specifications and standards.

- All catchers must wear a mask, “dangling” type throat protectors and catcher’s helmet during practice or games.
- Catchers must wear a catcher’s mitt (not a first baseman’s mitt or fielders glove) of any shape, size or weight consistent with protecting the hand.
- Catchers may not catch, whether warming up a pitcher, in practice, or games without wearing full catchers gear and an athletic cup as described above.
- Shoes with metal spikes or cleats are not permitted. Shoes with molded cleats are permissible.
- Players will not wear watches, rings, jewelry or metallic items during practices or games. (Exception: jewelry that alerts medical personnel to a specific condition is permissible and this must be taped in place.)
- Managers will never leave an unattended child at a practice or game.
- Never hesitate to report any present or potential safety to the Cato little league safety officer immediately.
- Make arrangements to have a cellular phone available when a game or practice is at a facility that does not have a public phone.
- No alcohol or drugs allowed on the premises at any time.
- No medication will be taken at the facility unless administered directly by the child’s parent. This includes aspirin and Tylenol.
- No playing in the parking lot at any time.
- No playing on and around lawn equipment, machinery at any time.
- No swinging bats or throwing baseball at any time within the walkways and common areas of the complex.
- No throwing rocks, No climbing fences.
- No pets are permitted on the premises at any time. This includes dogs, cats, horses, etc.
- Players and spectators should be alert at all times for foul balls and errant throws.
- There is no running allowed in the bleachers.
- No throwing balls against dugouts or backstops.
- During games, players must remain in the dugout area in an orderly fashion at all times.
- Players are not to wear shorts during practice or in a game, long pants are required. It is

recommended that the coaches follow as well.

- A Little League facility survey will be completed annually and submit with the safety plan.

FAILURE TO COMPLY WITH THE ABOVE MAY RESULT IN EXPULSION FROM THE CATO LITTLE LEAGUE OR CIMARF COMPLEX.



Concussions

A concussion is caused by a blow or jolt to the head or body that causes the brain to shake. The shaking can cause the brain not to work normally and can result in serious side effects.

Side Effects include: Headaches, Weakness, Numbness, Decreased coordination or balance, Confusion, Nausea, Slurred speech, and Vomiting

- If a player encounters a blow to the head or collision with another player where there is a risk of a concussion, that player shall be removed from the game.
- If a player is removed from a game for a possible concussion, that player shall not compete until released by a physician. That player's parents must provide a written release to the coach or safety officer before their child can participate in any games or practices.

Concession Stand Safety

- People working in the concession stand will be trained in safe food preparation. Training will cover safe use of the equipment. This training will be provided by the Concession Stand Manager.
- Cooking equipment will be inspected periodically and repaired or replaced if need be.
- Food not purchased by Cato Little League or CIMARF to sell in its concession stand will not be cooked, prepared, or sold in the concession stand.
- A Certified Fire Extinguisher suitable for grease fires must be placed in plain sight at all times.

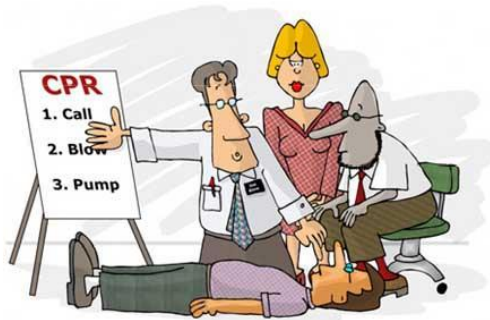
- All concession stand workers are to be instructed on the use of fire extinguishers.
- A fully stocked First Aid Kit will be placed in the concession stand.
- The Concession Stand main door will not be locked or blocked while people are inside.
- The intent is to make sure people are properly trained and know how to operate equipment properly.

Regular Inspections and Replacement of Equipment is required

Coaches and umpires are required to inspect equipment before each use. Don't just discard bad equipment, destroy it or make it unusable to stop children from attempting to "save" it from waste.

Required First Aid Training for Coaches and Managers

- A date and location will be provided for ALL coaches and managers for first-aid training. A minimum of one participant per team is required to attend.
- This year's training is scheduled for **March 24, 2019 @** the Jordan Community Center.
- The intent is to provide training to all coaches and managers.



First Aid Kits are required at each Game and Practice

Each team is required to have a first aid kit for all home and away games and at all practices. Included in your kit you should have emergency phone numbers, supplies, and medical releases for your players.



Communicable Disease Procedures

- Bleeding must be stopped, the open wound covered, and the uniform changed if there is blood on it before the athlete may continue;
- Routinely use gloves to prevent membrane exposure when contact with blood or other body fluids is anticipated (provided in first aid kit)
- Immediately wash hands and other skin surface if contaminated with blood.
- Clean all blood contaminated surfaces and equipment.
- Managers, coaches and volunteers with open wounds should refrain from all contact until the condition is resolved.
- Follow accepted guidelines in the immediate control of bleeding and disposal when handling bloody dressings, mouth guards and other articles containing body fluids.



On-Site Treatment

Some Important Do's and Don'ts

Do...

- **Access** the injury. If the victim is conscious, find out what happened, where it hurts, watch for shock.
- **Know** your limitations.
- **Call** 9-1-1 immediately if person is unconscious or seriously injured.

- **Look** for signs of injury (blood, black- and- blue, deformity of joint etc.)
- **Listen** to the injured player describe what happened and what hurts if conscious. Before questioning, you may have to calm and soothe an excited child.
- **Feel** gently and carefully the injured area for signs of swelling or grating of broken bone.
- **Talk** to your team afterwards about the situation if it involves them. Often players are upset and worried when another player is injured. They need to feel safe and understand why the injury occurred.

Don't...

- **Administer** any medications.
- **Provide** any food or beverages (other than water.)
- **Hesitate** in giving aid when needed.
- **Be afraid** to ask for help if you're not sure of the proper procedure, (i.e., etc.)
- **Transport** injured individual except in extreme emergencies.



Accident Reporting - tracking procedure

- Injuries and accident must be submitted in writing and mailed or emailed to the safety officer's home within 24-48 hours from the time of the incident. You should also call the safety officer on the same day of the incident. This includes, but is not limited to, injuries to players, managers, coaches, umpires, spectators, or anyone else injured within the little league complex.
- Cato little league will use the ASAP incident/injuring tracking report form which is located in the back of this manual. This form should be completed by the manager, coach or designated team parent. Additional forms can be obtained by contacting the safety officer. Don't forget to re-supply your first aid needs at the same time.
- Injuries requiring medical care outside of what are provided by the first aid kit must in addition to the forms; speak with the safety officer within 24-48 hours from the time of injury. Failure to do so may result in charges against the league.

What to Report

- Track “near-misses” as a proactive tool to evaluate practices and avoid potential future accidents and injuries. Information on accidents and “near-misses” will be shared with district to find a way to prevent accidents.
- There is no need to report any minor “bumps and scrapes” requiring just a simple band aid.
- Report any injury requiring an ice bag, bee sting, heat related illnesses, eye injuries (including dirt in the eye requiring washing) calls requiring park security and or the sheriff’s department, any need for out of the park health care, notice of medical care after the game or practice in which initial evaluation was believed care was needed, or any other injury worthy of what deems necessitating awareness.

Fundamentals Training

- A date and location will be provided for all coaches and managers for training to teach the proper fundamental of (hitting, sliding, fielding, pitching, etc.) at least one coach or manager must attend.
- This year’s training is scheduled for **March 24, 2018 @** the Jordan Community Center.
- The intent is to provide training to all coaches and managers.

Volunteer Application

- Managers, coaches, board members and any other persons, volunteers or hired workers, who provide regular services to the league and/or have repetitive access to or contact with players or teams must fill out the volunteer application form each year as well as provide a government issued photo identification card for ID verification. Cato Little League will provide the form. Form is page seventeen or can be found at littleleague.org
- The Safety manager will conduct a search of appropriate governmental entity of the

statewide sex offender registry, using volunteer applications, on all applicable volunteers.

- Safety manager may conduct nationwide background check using resources such as LexisNexis.
- Anyone refusing to fill out volunteer application is ineligible to be a league member.
- League president must retain these confidential forms for the year of service.

Cato Little League Code of Conduct

The board of directors of the Cato Little League has mandated the following Code of Conduct. All coached and managers will read and follow this Code of Conduct.

No Board Member, Manager, Coach, Player or Spectator Shall:

- At any time, lay a hand upon, push, shove, strike, or threaten to strike an official.
- Be guilty of heaping personal verbal or physical abuse upon any official for any real or imaginary belief of a wrong decision or judgment.
- Be guilty if an objectionable demonstration of dissent at an official's decision by throwing of gloves, helmets, hats, bats, balls or any other forceful unsportsmanlike actions.
- Be guilty of using unnecessarily rough tactics in the play of a game against the body of an opposing player.
- Be guilty of a physical attack upon any board member, official manager, coach, player or spectator.
- Be guilty of the use of profane, obscene or vulgar language in any manner at any time.
- Appear on the field of play, stands, or anywhere in a NCLL complex.
- Be guilty of gambling upon any play or outcome of any game with anyone at any time.
- Smoke while in the stands, on the playing field, or in any dugout at any time. Smoking will only be permitted in designated areas which will be 20 feet from any spectator stands or dugout.
- Be guilty of discussing publicly with spectators in a derogatory or abusive manner

any play, decision or a personal opinion on any players during the game.

- As a manager or coach be guilty of mingling with or fraternizing with spectators during the course of a game.
- Speak disrespectfully to any manager, coach, official or representative of the league.
- Be guilty of tampering or manipulating of any league rosters, schedules, draft positions or selections, official score books, rankings, financial records or procedures.
- Shall not challenge an umpire's authority, The umpires shall have the authority and discretion during a game to penalize the offender according to the infraction up to and including removal from the game.

FAILURE TO COMPLY WITH THE ABOVE MAY RESULT IN EXPULSION FROM THE CATO LITTLE LEAGUE OR CIMARF FIELD OR COMPLEX.

Defining Terms

To clarify the meaning of these guidelines, we are defining use of the terms essential to an understanding of a basic accident prevention program in Little League Baseball. They are as follows:

ACCIDENT is a sudden, undesirable and unplanned occurrence often resulting in bodily injury, disability and/or property damage.

ACCIDENT CAUSE is an unsafe condition, situation or act that may result directly in/or contribute to the occurrence of an accident.

CORRECTIVE ACTION is the positive steps or measures taken to eliminate, or at least minimizes an accident cause.

CASE is used in the general sense, such as; accident case, injury case, claim case or insurance case.

HAZARD refers to a condition or a situation that could cause an accident.

INJURY is the physical harm or damage often resulting from an accident.

INSURANCE CLAIM refers to the right of a parent, as in the case of and accident insurance to have eligible medical expenses resulting from an accidental injury connected with a game or scheduled practice paid by the appropriate insurance company;

TYPE OF ACCIDENT is a phrase used to describe an unintentional, sudden incident that can be

identified so effective counter measures may be taken. Examples are; struck by, tripped, fell, collision with, caught between, etc.

AN UNSAFE ACT refers to unintentional human failure or lack of skill that can lead to an accident. It is one of the two general accident causes, the other being an unsafe condition.

AN UNSAFE CONDITION is an abnormal or faulty situation or condition which may cause an accident. Its presence, particularly when an unsafe act is committed, may result in an accident.

The administration of an effective safety program is the responsibility of all who operate the Little League system on all levels. The inexperience and dependence of young children on adult guidance make it imperative that all levels of authority make safety an integral part of their behavior, transaction of league affairs and instructions to the players.



