



South Baltimore Little League Little League Safety Plan 2025

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ASAP Introduction

In 1995, ASAP (A Safety Awareness Program) was introduced with the goal of re-emphasizing the position of Safety Officer “to create awareness, through education and information, of the opportunities to provide a safer environment for kids and all participants of Little League Baseball”. This manual is offered as a tool to place some important information at the manager’s and coach’s fingertips.

Used in conjunction with the Little League Rule Book, the [Play it Safe](#) book, and training for managers, coaches, and other volunteers, this manual is part of the overall safety plan for our league.

Please read through this manual thoroughly and share it with your team. Safety is both an individual and team effort. If there are any questions, contact the South Baltimore Little League Safety Officer - see the list of EMERGENCY NUMBERS for contact information on the next page.

SBLL Safety Mission

Little League believes in the power of youth baseball and softball to teach life lessons that build stronger individuals and communities. We, at South Baltimore Little League, are committed to continuing the legacy of little league baseball & softball by providing a safe environment for our players, families, and guests.

With the rise of COVID-19 in 2020, SBLL is committed to listening to the advice of health professionals, City/State regulations, and guidance from Little League to ensure the safety of our players, families, and communities.

South Baltimore Safety Plan Requirements

League Safety Officer - Jacqueline Denig is on file with Little League Headquarters.

South Baltimore Little League (SBLL) will make this Safety Manual available to all Managers/ Coaches, League Volunteers, and the District Administrator.

South Baltimore Little League will use the Official Little League Volunteer Application form to screen and background check all volunteers.

Contact Phone List

South Baltimore Little League
1101 E. Fort Ave, Baltimore, MD 21230
410-547-0236 | www.sobolittleleague.net

EMERGENCY

Police / Fire / EMT	911
Maryland Poison Control	(800) 222-1222
Baltimore City Services	311
BGE (electrical/gas emergency)	(877) 778-2222

2025 BOARD MEMBERS

Role	Name	Phone Number	Email
President	Brendan O'Brien	443-255-1001	obriens122@gmail.com
Vice President	Sean Delaney	203-675-9636	seanrdelaney@gmail.com
Player Agent	Al Passarella	973-222-1223	albertpa12@gmail.com
Treasurer	Charlie Hoehlein	410-336-8680	choehlein@gmail.com
Secretary	Bailey Jenkins	443-794-3781	baileyannejenkins@gmail.com
Information Officer	Kevin Lynch	410-533-2990	Kevin@inceptmm.com
Safety Officer	Jackie Denig	570-855-0373	miskeyjackie@gmail.com safety@sobolittleleague.org
Coaching Coordinator	Matt Blood	443-651-9686	bloodmatthew@gmail.com

	Kenny Kulesz	443-618-5994	kennykulesz@gmail.com
VP T-Ball Division	Sarah Cummings		sgilmo11@gmail.com
VP Minors	Ben Charlton		benjamin.m.charlton@gmail.com
VP Machine Pitch	Kristen Hubbard	443-452-7450	kelutrio@gmail.com
VP Minors Kid Pitch	Steve Mandelberg	410-530-8595	smandelberg@gmail.com
VP Intermediate	Matt Denig	570-982-3206	matthewdenig5597@gmail.com
VP Softball	Eli Wirth	443-286-2379	ewirth77@gmail.com
VP Majors	Matt McQuillan	517-745-6484	mmcquillan1@gmail.com
Field Maintenance	Steve Coughlan	410-440-9123	coughlans52@hotmail.com
Fundraising Manager	Michelle Coughlan	443-604-8264	michellealexis15@gmail.com

Emergency Action Plan (EAP)

In an emergency, emotions may be high, and important details can be overlooked. Stay calm to assist worried parents, teammates, and witnesses. While we hope not to use emergency plans, it's crucial to be prepared. Familiarize yourself with key safety protocols for swift and effective response.

When making an emergency call - provide your name, the address, and the precise location within the compound. Include your current phone number and specify the nature of the emergency, including details such as the age, gender, and injury of the victim. Additionally, inform authorities that emergency vehicles should access the compound via Whetstone Way.

Remember - The injured person takes priority over everything else. Keep the injured person still, comfortable, and reassured. When in doubt, do not move an injured person. Send someone to call for an ambulance.

Contact a league official and/or parent or guardian of the injured child.

Clear the way if there is a need to call an ambulance, have adults stationed at the main gate as well as on Fort Ave & Whetstone Way, and along the way to quickly guide the paramedics on the best route. Time is critical and every second counts.

An AED is available in the office. You do not need to be certified to use the AED. The device will walk you through how to use it.

First Aid Kits are available in the office & concession stand. Every coach should bring a first aid kit to their dugout at every practice & game. Travel teams should carry a kit with their other equipment at all times along with your medical release forms.

A Local Fire Station is adjacent to the Baltimore Little League Fields on Fort Ave.

Prompt Accident Reporting

The League will use the provided incident tracking form from the Little League website and provide completed Accident forms to the Safety Officer within 24-48 hours of the incident. Please see the copy of the Accident Reporting form included in this plan.

Little League Volunteers

- Managers, coaches, board members, and any other persons, volunteers or hired workers, who provide regular service to the league and/or have repetitive access to or contact with players or teams must fill out an application form as well as provide a government-issued photo identification card for ID verification.
- Anyone refusing to fill out a Volunteer Application is ineligible to be a league member.
- Must conduct a nationwide background check utilizing JDP or a provider comparable to JDP in accessing background check records for sex offender registry data and other criminal records.
- For more information on Little League's Child Protection Program and conducting background checks through JDP go to:
 - [JDP Background Screening](#)
 - [Local League Background Check Information](#)
- **Beginning in 2024, [Abuse Awareness Training is a mandatory requirement](#) for all volunteers.** Completion is essential and required before any individual can assume volunteer duties. See the Child Protection Program section on page 18 for more info.


Little League Volunteer Application

[Downloadable version available here.](#)



Little League® Volunteer Application – 2024

Do not use forms from past years. Use extra paper to complete if additional space is required.



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 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.)? ☐ Yes ☐ No
If yes, list: _____

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 Little League International.)

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 Little League International.)

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/8gStateLaws

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 names 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/Suspended List)*

OR

☐ National Criminal Database check ☐ U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible/Suspended 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.

☐ Proof of completion of Abuse Awareness Training for Adults provided to league

Last Updated: 10/23/23

[Downloadable version available here.](#)

Last Updated: 10/25/23

Safety Training

Coach's Clinic

SBLT Tentative Date: March 22, 2025

At least one manager/coach from each team should attend the training. Every Manager/Coach is encouraged to attend this training. Training will be at the South Baltimore Little League field. The Coach's Clinic will cover **first aid training**.

USA Baseball Community Coaches Clinic: April 12, 2025

10:00 AM - 12 PM

Camden Yards - Baltimore, MD

Topics covered include pitching, hitting, practice planning, defense, base running, and more.

Signup Link:

<https://usabdevelops.com/events/355331/usa-baseball-community-coach-clinic-baltimore-md>

Fundamentals Training

Tentative Date: March 22, 2025

At least one manager/coach from each team should attend the training. Every Manager/Coach is encouraged to attend this training. Training will be at the South Baltimore Little League field. This training will cover fundamentals training (fundamentals including hitting, sliding, fielding, pitching, etc.).

"A" Certification (Recommended)

All managers and coaches are encouraged to complete the "A" Certification from <https://www.usabdevelops.com/>.

Once on the website, navigate to “Education > Certifications > Certification Pathways > Coach Certification”. Scroll down and click the “Get Started” button, choose the “[A Certification](#)” package, and check out. There is **NO COST** to you for this training.

During the checkout process, it will prompt you to login or create an account to register. If you have to create a new account, you may need to navigate back to the Coaches Certification page to start the checkout process again. Once you checkout, the links to the required courses will be available at the top of your order page.

It will take approximately 2 hours to complete all the required courses. You may stop and start at any time.

To complete this certification, the following courses must be completed: Abuse Awareness for Adults, Introduction to Pitch Smart, Confident Baseball Coach, Basic First Aid, and Code of Conduct.

Field Conditions

All umpires, managers, and coaches are responsible for checking field safety conditions before each game.

Facility issues needed repair are to be tracked and documented. Use the form below to track facility/field conditions.

Facility & Field Inspection List

Facility:	South Baltimore Little League		Field Inspected:		
Inspector:		Date:		Time:	

Field Condition	Repairs Needed?		Catchers Equipment	Repairs Needed?	
	Yes	No		Yes	No
Backstop			Shin guards		
Home plate condition			Helmets		
Bases secure			Facemasks		
Bases condition			Throat guard		
Pitcher's mound			Catchers cup (boys)		
Batter's box level			Chest protector		
Batter's box marked			Catcher's mitt		
Grass surface (even)			Players Equipment		
Gopher holes			Batting helmets		

Infield fence repairs			Jewelry removed		
Outfield fence repairs			Bats		
Foul lines marked			Shoes		
Electrical box condition			Uniforms		
Dirt Needed			Athletic Cups		
Dugouts			Spectator Areas		
Fencing condition			Bleacher condition		
Bench condition			Handrails		
Roof condition			No smoking signs		
Bat racks			Parking area		
Helmet racks			F&F area clearly marked		
Trash cans					
Clean up needed					

Facility Survey

South Baltimore Little League is working to complete our 2025 Facility Survey online.

Concession Stand Safety

Concession stand operations standards shall meet or exceed the local board of health regulations. Concessions safety procedures will be posted at all times. The menu shall be posted & approved by the league safety officer and league president. Concession Safety Procedures are posted in the concession stand. Enclosed is a copy of the South Baltimore Little Leagues concession Safety Procedures

Concession Stand Safety Tips

- **Gloves:** Use plastic gloves when handling food. Change them between tasks and after visiting the restroom.
- **Hand Hygiene:** Wash hands frequently with soap and warm water. Scrub vigorously, covering all surfaces including wrists, between fingers, and under fingernails. Rinse well and use a single-use paper towel to dry your hands. Turn off the water with a paper towel.
- **Concession Stand Rules:** During food preparation, only authorized personnel are allowed in the concession stand. No spectators are permitted.
- **Deep Fryer Safety:** When using the deep fryer, exercise caution with hot oil to prevent burns. This precaution applies from opening day onward.
- **Air Tanks:** Securely chain and lock all air tanks to prevent tipping.
- **Clean-Up:** Use hot water for clean-up. Keep a sanitizing solution on hand for continuous clean-up during operation.
- **Appliances:** Ensure refrigerators and freezers are well-maintained and operating at proper temperatures.
- **Fire Safety:** Know the location and usage of fire extinguishers.
- **Stove Use:** When cooking on the stove, use back burners. Exercise caution with hot pizza ovens.
- **Safe Placement:** Avoid placing cooking equipment near counter edges.
- **Appliance Shutdown:** Unplug all appliances before leaving.
- **Food Storage:** Properly store perishable food items.
- **Utensil Cleaning:** Clean cooking utensils, pots, and pans using proper techniques – clean, wash, sanitize, and air dry.
- **Cleaning Supplies:** Keep all cleaning supplies securely stored away from the food prep area in a locked cabinet.

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 sterno 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.



Equipment Check

The League Safety Officer will inspect all equipment in the pre-season. Managers/ Coaches & umpires will be required to inspect the equipment before each game.

Review the following for equipment inspection tips:

- [Playing Equipment Inspection: Baseball and Softball Bats](#)
- [Playing Equipment Inspection: Batting Helmets and Catcher's Gear](#)
- [Little League - Bat Modifications and Alterations](#)

Optional Safety Equipment to Consider

Chest/Heart Protection:

While very uncommon, little league players face a rare risk of a serious heart injury called commotio cordis, which can result from a sudden blow to the chest above the heart. This injury, though extremely rare, can be severe and even fatal if not treated properly. Pitchers and catchers are at a higher risk. Some protective devices for the chest area are available, but none have been tested or mandated by Little League for preventing commotio cordis.

Head Injury Protection:

Little League requires batters, base runners, and catchers to wear protective headgear. Concerns arise regarding head injuries when a batted ball hits the pitcher or takes an unexpected bounce, hitting an infielder. Some companies offer head protection for pitchers and infielders, which can fit inside or over a standard baseball cap. It's important to note that these devices haven't been officially tested or approved by Little League and are not currently recommended safety items.

Accident Reporting

What to report - An incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid must be reported to the Safety Officer, appropriate Player Agent, and League President. This includes even 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, appropriate Player Agent, and the league President within 48 hours of the incident.

How to make the report - Reporting incidents can come in a variety of forms. It is recommended to use the [Accident Notification Form \(attached\)](#). At a minimum, the following information must be provided:

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

Safety Officer's Responsibilities - Within 48 hours of receiving the incident report, the Safety Officer may contact the injured party or the party's parents and (1) verify the information received; (2) obtain any other information deemed necessary; (3) check on the status of the injured party; and (4) in the event that the injured party required other medical treatment (i.e., Emergency Room visit, doctor's visit, etc.) will advise the parent or guardian of the South Baltimore Little League's insurance coverage and the provisions for submitting any claims.

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

If any league office reporting is required, the Safety Officer can help to ensure the process is completed in a timely manner.

The League will use the provided incident tracking form from the LL website and will provide completed Accident forms to the Safety Officer within 24-48 hours of the incident. Please see a copy of the [Accident Notification Form \(attached\)](#).

Accident Notification Form



LITTLE LEAGUE® BASEBALL AND SOFTBALL ACCIDENT NOTIFICATION FORM INSTRUCTIONS

Send Completed Form To:
Little League International
539 US Route 15 Hwy, PO Box 3485
Williamsport PA 17701-0485
Accident Claim Contact Numbers:
Phone: 570-327-1674

Accident & Health (U.S.)

1. This form must be completed by parents (if claimant is under 19 years of age) and a league official and forwarded to Little League Headquarters within 20 days after the accident. A photocopy of this form should be made and kept by the claimant/parent. Initial medical/dental treatment must be rendered within 30 days of the Little League accident.
2. Itemized bills including description of service, date of service, procedure and diagnosis codes for medical services/supplies and/or other documentation related to claim for benefits are to be provided within 90 days after the accident date. In no event shall such proof be furnished later than 12 months from the date the medical expense was incurred.
3. When other insurance is present, parents or claimant must forward copies of the Explanation of Benefits or Notice/Letter of Denial for each charge directly to Little League Headquarters, even if the charges do not exceed the deductible of the primary insurance program.
4. Policy provides benefits for eligible medical expenses incurred within 52 weeks of the accident, subject to Excess Coverage and Exclusion provisions of the plan.
5. **Limited** deferred medical/dental benefits may be available for necessary treatment incurred after 52 weeks. Refer to insurance brochure provided to the league president, or contact Little League Headquarters within the year of injury.
6. Accident Claim Form must be fully completed - including Social Security Number (SSN) - for processing.

League Name		League I.D.	
Name of Injured Person/Claimant		SSN	Age
Name of Parent/Guardian, if Claimant is a Minor		Home Phone (Inc. Area Code)	Bus. Phone (Inc. Area Code)
Address of Claimant		Address of Parent/Guardian, if different	

The Little League Master Accident Policy provides benefits in **excess** of benefits from other insurance programs subject to a \$50 deductible per injury. "Other insurance programs" include family's personal insurance, student insurance through a school or insurance through an employer for employees and family members. Please CHECK the appropriate boxes below. If YES, follow instruction 3 above.

Does the insured Person/Parent/Guardian have any insurance through:

Employer Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	School Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No
Individual Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	Dental Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No

Date of Accident	Time of Accident	Type of Injury
	<input type="checkbox"/> AM <input type="checkbox"/> PM	

Describe exactly how accident happened, including playing position at the time of accident:

Check all applicable responses in **each** column:

- | | | | | |
|---|---|---|---|--|
| <input type="checkbox"/> BASEBALL | <input type="checkbox"/> CHALLENGER (4-18) | <input type="checkbox"/> PLAYER | <input type="checkbox"/> TRYOUTS | <input type="checkbox"/> SPECIAL EVENT (NOT GAMES) |
| <input type="checkbox"/> SOFTBALL | <input type="checkbox"/> T-BALL (4-7) | <input type="checkbox"/> MANAGER, COACH | <input type="checkbox"/> PRACTICE | <input type="checkbox"/> SPECIAL GAME(S) |
| <input type="checkbox"/> CHALLENGER | <input type="checkbox"/> MINOR (6-12) | <input type="checkbox"/> VOLUNTEER UMPIRE | <input type="checkbox"/> SCHEDULED GAME | (Submit a copy of your approval from Little League Incorporated) |
| <input type="checkbox"/> TAD (2ND SEASON) | <input type="checkbox"/> LITTLE LEAGUE (9-12) | <input type="checkbox"/> PLAYER AGENT | <input type="checkbox"/> TRAVEL TO | |
| | <input type="checkbox"/> INTERMEDIATE (50/70) (11-13) | <input type="checkbox"/> OFFICIAL SCOREKEEPER | <input type="checkbox"/> TRAVEL FROM | |
| | <input type="checkbox"/> JUNIOR (12-14) | <input type="checkbox"/> SAFETY OFFICER | <input type="checkbox"/> TOURNAMENT | |
| | <input type="checkbox"/> SENIOR (13-16) | <input type="checkbox"/> VOLUNTEER WORKER | <input type="checkbox"/> OTHER (Describe) | |

I hereby certify that I have read the answers to all parts of this form and to the best of my knowledge and belief the information contained is complete and correct as herein given.

I understand that it is a crime for any person to intentionally attempt to defraud or knowingly facilitate a fraud against an insurer by submitting an application or filing a claim containing a false or deceptive statement(s). See Remarks section on reverse side of form.

I hereby authorize any physician, hospital or other medically related facility, insurance company or other organization, institution or person that has any records or knowledge of me, and/or the above named claimant, or our health, to disclose, whenever requested to do so by Little League and/or National Union Fire Insurance Company of Pittsburgh, Pa. A photostatic copy of this authorization shall be considered as effective and valid as the original.

Date	Claimant/Parent/Guardian Signature (In a two parent household, both parents must sign this form.)
Date	Claimant/Parent/Guardian Signature

Abuse Reporting

All incidents of abuse (physical, emotional, or sexual) declared to a coach, manager, teammate, or SBLL league representative must be reported to authorities within 24-hours, without exception. Please reference any state or local laws for further clarification on who and when to report.

Upon suspicion or disclosure of abuse, there shall be an immediate referral of the report to a law enforcement agency with the authority to take emergency action to protect the child. When reporting a child abuse situation, authorities will ask you to provide some basic information. Try to be prepared with as much basic information as you can, however, if you do not have basic information, you still need to file a report. Some of the information you will need to tell authorities includes:

- Your name and contact information.
- The victim's name, parents' names, and parents' contact information.
- What you were told or observed about the abuse.
- The offender's name and contact information.
- Whether the victim is or will be around the offender.

This information can help authorities take steps to ensure the victim is safe.

Emotional Misconduct and Physical Misconduct

SBLL does not tolerate emotional or physical misconduct in any form. Emotional or physical misconduct includes but is not limited to any actions or behaviors that can be viewed as bullying, harassment, hazing, emotional, physical, or sexual abuse. Our league exists to provide a safe and fun environment to foster a love for the sport of baseball in young players. Activities or behaviors such as the ones listed above are antithetical to that goal. Instances of emotional or physical misconduct must be reported to the appropriate authorities in the manner and timeline as prescribed by State and Federal law. Players, parents, guests, coaches, managers, or league staff that participate in any form of emotional or physical misconduct may (depending on severity) not be allowed to participate as determined by the league board and will forfeit any registration fees paid. Registration or participation in the following seasons will be determined by the SBLL board on an individual basis. Please refer to the mandatory safety training for definitions of emotional or physical misconduct.

Child Protection Program

Beginning in 2024, [Abuse Awareness Training is a mandatory requirement](#) for all Little League® volunteers. Completion is essential and required before any individual can assume volunteer duties.

- All volunteers who are required to complete a Little League Volunteer Application and Background Check must complete Abuse Awareness Training.
- Training completion is required annually, regardless of previous participation.
- SBLL will utilize USA Baseball's BASE Abuse Awareness Training. It is a FREE, online option.
 - Register and take the training here: <https://usabdevelops.com/>
 - Completion takes approximately 30 minutes and generates a certificate for verification.
 - Once on the website, navigate to “Education > Certifications > Certification Pathways > BASE Certification”.
 - Leagues are responsible for verifying individual training completion. This will be done by sending completed certificates to the safety mailbox - safety@sobolittleleague.org.

First Aid

First aid kits and supplies are available in the office & concession stand. Every coach is required to bring a first aid kit to their dugout at every practice & game. Travel teams are required to carry a kit with their other equipment at all times.

Basic Emergency First-Aid Procedures

Remember: If you are not qualified to deal with an injury, don't. Get medical assistance immediately. Your objective is to keep the victim calm and get help ASAP. Never take medical actions that you are not qualified to perform.

Unconscious Player: Call for help immediately, check breathing continuously (CPR/AED if required). Do NOT move the person, even if they regain consciousness. Keep them calm and quiet until professional help arrives. Have an adult keep track of time if a child becomes unconscious and CPR/AED is administered. An AED is located in the main office.

Unconscious Player- due to a blow to the chest (Comotio Cordis): A player who collapses after a blow to the chest is in extreme danger. Call for help immediately and seek the assistance of the local fire station. An AED is located in the main office. Rescue care with an AED device is critical within the first 5 mins of the collapse.

Cuts, Scrapes & Bruises (minor): stop the bleeding, cleanse and protect the wound.

Bleeding (profuse): apply direct pressure and elevate the wound above the heart if possible.

Bloody Nose: sit victim down, lean forward with chin toward the chest, and pinch the nose.

Strains & Sprains: apply ice, immobilize & elevate.

Fracture: apply ice, immobilize & elevate.

Heat Injury: Symptoms will include dry hot skin, no sweating, confusion, dizziness, and/or chills on the chest. Cool the athlete immediately. If the athlete is unconscious:

- remove clothes
- douse with cold water, icy towels
- do not give liquids by mouth
- call an ambulance and
- give CPR if breathing stops.

Remember, the best way to prevent heat-related conditions is to make sure that athletes are supplied with an adequate supply of cold water and that they are drinking regularly. South Baltimore Little League has large containers available upon request.

Bites & Stings: apply ice compress and insect sting salve. .

Fractured Tooth: 1) Clean the fractured tooth and find the broken piece; 2) apply a cold compress outside the cheek if swelling is present; and, 3) go to the dentist immediately.

Cut lip, gums, or tongue: 1) rinse with cold water to remove foreign objects; 2) apply cold compresses to the cut or bleeding area, and 3) go to the dentist immediately.

SBLL Rules

South Baltimore Little League will require ALL TEAMS to **enforce ALL Little League Rules** including, but not limited to:

- **All South Baltimore Little League Volunteers** (Managers, Coaches, Umpires, Board Members, Parent Volunteers, or anyone with access to or contact with players or team) are required to complete the **Abuse Awareness Training** & the **volunteer application**. This application allows a background check to be conducted to the applicable government-operated sex offender registry.
- **Proper Equipment for catchers.** Catchers must wear a catcher's helmet with a face mask & dangling throat guard, chest protector, and shin guards. Male catchers must wear a long-model chest protector (division below Senior League), protective supporter, and cup at all times.
- **No on-deck batters.** Managers & coaches are required to enforce this rule at all times. All bats should be kept off the ground and in some form of a holder to discourage children from picking them up & swinging them. This is a mandatory rule, which will be strictly enforced for the safety of all participants.
- **Bases will disengage** on all fields.
- **Coaches and managers are not allowed to catch/warm-up pitchers.**
- **Players must not wear any form of jewelry.** Or other metallic items during practice or game day. *Medical Alert items may be worn*
- **NO FOOD in the dugouts during games** i.e. pizza, hot-dogs, French fries, chips, soda, etc
- **Accident report forms must be filled out before leaving the compound** (travel teams must carry forms with them). It is recommended that you take the time to fill out the form while the incident is fresh in your mind.
- **All regularly scheduled meetings are to have time allotted to discuss safety issues.** Managers and coaches are encouraged to address any safety questions or concerns.

League Player Registration Data or Player Roster Data and Coach and Manager Data must be submitted via the Little League Data Center at www.LittleLeague.org.

Tips to Prevent Injuries

- **Targeted Stretching:** Emphasize muscle-specific stretches based on the activity. Pitchers should focus on arm and back stretches, while catchers should prioritize leg and back stretches. Ensure all players stretch before hitting the field.
- **Comprehensive Warm-Ups:** Incorporate a thorough warm-up routine into every practice and pre-game ritual. Include light calisthenics or a short jog to elevate the core body temperature and prepare all muscles for physical activity.
- **Pain Awareness:** Discourage children from playing through pain. Pain serves as a warning sign of potential injury, particularly in pitching and throwing activities.
- **Prompt Attention to Signs:** Swelling, pain, and limited motion are significant indicators in children. Never overlook these signs, as they may suggest a more serious injury than initially presumed.
- **Rest and Recovery:** Rest is a potent therapy for youth sports injuries. Ensure adequate rest for effective healing.
- **Avoid Overuse:** Children participating in multiple teams are prone to overuse injuries, caused by repetitive stress on the same body part. Monitor and manage workload to prevent overuse.
- **Consider Growth Factors:** Children's growth spurts increase injury risk, especially in bones with growth plates. Avoid pushing children beyond their athletic capacity during growth phases.
- **Fracture Awareness:** Injuries resembling sprains in adults may be fractures in children due to their ongoing bone growth. Be vigilant and seek professional evaluation.
- **Ice as First Aid:** Keep ice packs accessible at all games and practices. Ice is an effective first-aid treatment to control swelling and pain associated with common injuries like sprains, strains, and contusions.

Game Operations

Whenever possible, game operations and umpire guidance should follow the guidance from Little League.

Lightning

South Baltimore Little League has and uses a Lightning Detector but also uses the “if we see it -- we stop it” technique.

If lightning is spotted - Stop the game or practice immediately. Wait 30 minutes from the first flash and then 30 minutes from each new flash. The game can be continued if needed and if time allows, once the lightning stops and the storm passes.

Safe evacuation sites include metal vehicles with windows up, enclosed buildings, or if necessary, low ground. Unsafe shelter areas include all out-door metallic objects like flagpoles, fences, light poles, picnic tables, and metal bleachers. Avoid trees, water, open fields, and using the phone.

People who have been struck by lightning do not carry an electrical charge and are safe to handle. Apply CPR immediately, if qualified, and get emergency help.

Review the [Little League - Lightning Guidance](#) for additional guidance.

Heat Illness

Heat illness is a serious concern, and it's crucial to prioritize player safety in warm conditions. Always monitor players for signs of heat-related issues, such as excessive sweating, dizziness, nausea, or confusion. Provide regular water breaks, encourage players to stay hydrated, and schedule practices and games during cooler parts of the day whenever possible. Remember, prevention is the key to maintaining a safe and enjoyable playing environment for everyone.

For more information view the [Little League - Heat Illness Prevention Protection Policy](#)

Communicable Diseases

In the interest of maintaining a healthy and safe environment for all Little League participants, it's essential to be vigilant about communicable diseases like COVID-19. Adherence to recommended health guidelines, such as regular handwashing, use of hand sanitizers, and encouraging players, coaches, and spectators to stay home when feeling unwell, will contribute to the overall well-being of the community. Keep informed about local health protocols and ensure that everyone associated with the Little League follows these guidelines to create a secure and enjoyable experience for everyone involved.

For more information view the [Little League - Communicable Diseases Procedure](#)

SBLL Facilities

Family Seating Areas

Each field will have a designated area for family & friends to watch games

Communal Areas

Bathrooms - Bathrooms will be available during gameplay to all people on the property.

Playground - The playground will be available for safe play during the Spring 2024 season.

Pavilion Picnic Tables - Picnic tables are available for families.

Bleachers - Bleachers are available for use during the Spring 2024 season.

Trash Cans - Trash cans will be available at each field. Everyone is responsible for picking up trash and helping keep the property clean. Teams will have a trash bag for use in the player's area, and coaches/managers are responsible for taking that trash bag to the dumpster after each game.

SBLL Facility Safety Reminders

- The speed limit on the compound is a crawl.
- No foul language, smoking, and/or alcohol is permitted at South Baltimore Little League.
- No pets are allowed on the compound at any time.
- No horse play.
- No swinging bats unless you are in the batter's box wearing a batter's helmet.
- No climbing on the fences.
- Be certain that all of your players have left the field before you leave. It is recommended that you know who is permitted to walk home and who is to stay with you until someone picks them up.
- Always check your fields before playing for any foreign objects or ankle busters.

Field Maintenance Equipment

- Lawnmowers, tractors, racks, shovels, and other maintenance equipment are kept locked in the shed.
- If you get something out to use, lock the door behind you.
- Only trained authorized personnel are permitted to operate Mechanical Equipment.
- Anytime you are using mechanical equipment, be sure that no children are in the immediate area (i.e. playing on the same field).

Field Maps

Field 1



Field 2



Field 3



Field 4



Safety Code for Little League

(Appendix B of *Little League Rules, Regulations & Policies*)

- Responsibility for Safety procedures should be that of an adult member of the local league.
- Arrangements should be made in advance of all games and practices for emergency medical services.
- Managers, coaches, and umpires should have some training in First-Aid. First-Aid kits should be available at the field.
- No games or practices should be held when weather or field conditions are not good, particularly when lighting is inadequate.
- The play area should be inspected frequently for holes, damage, glass, and other foreign objects.
- Dugouts and bat racks should be positioned behind screens.
- Only players, managers, coaches, and umpires are permitted on the playing field during play and practice sessions.
- Responsibility for keeping bats and loose equipment off the field of play should be that of a regular player assigned for this purpose.
- The procedure should be established for retrieving foul balls batted out of the play area.
- During practice sessions 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 errant balls.
- Equipment should be inspected regularly. Make sure it fits properly.
- 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.
- Batters must wear protective NOCSAE helmets during practice, as well as during games.
- Catchers must wear a catcher's helmet (with a face mask and DANGLING throat guard), a chest protector, and shin guards. Male catchers must wear a long-model chest protector (division below Senior League), protective supporter, and cup at all times.
- Except when a runner is returning to a base, head-first slides are not permitted.
- During sliding, practice bases should not be strapped down.
- At no time should "horseplay" be permitted on the playing field.
- Parents of players who wear glasses should be encouraged to provide "Safety Glasses."
- Players must not wear watches, rings, pins, jewelry, or other metallic items.
- Catchers must wear a catcher's helmet, facemask, and DANGLING throat guard in warming up pitchers. This applies between innings and in bullpen practices. Skull-caps are not permitted.
- Batting/catcher's helmets should not be painted unless approved by the manufacturer.

- Regulations prohibit on-deck batters. This means no player should handle a bat, even while in an enclosure until it is his/her time at-bat.
- Players who are ejected, ill, or injured should remain under supervision until released to the parent or guardian.