

Tab 1



Ponderosa Little League

2025 Safety Plan

League ID 405-54-12

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Phone # 239-398-0122

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Phone # 559-381-0778



<u>Contents</u>	<u>Page</u>
Ponderosa Little League	4
Mission Statement.....	4
Safety Statement	4
Safety Plan	4
Ponderosa Little League (PLL) Board of Directors	6
Emergency Action Plan	6
Important Local Emergency Phone Numbers.....	6
Procedures for Emergency Calls.....	7
PLL Safety Officer	8
PLL Safety Code	8
First Aid / Safety Training	9
First Aid	10
First Aid Do and Do Not's	10
Common Injuries	10
Concussion Protocol	12
Sudden Cardiac Arrest (SCA) protocol	12
Injury Reporting	13
What to Report	13
When to Report	13
How to Report	13
Injury Prevention	14
Nutrition and Hydration	14
Elbow and Shoulder Injuries	15
Pitch Counts	15
Equipment	16
Head and Facial Injuries	16
Covid-19 Risk Mitigation Plan	17
Volunteer Application/Policy	17
Codes of Conduct	19
Parents Code of Conduct	20
Managers/Coaches Code of Conduct	20
Manager & Coach Responsibilities	21
Preseason Responsibilities	22
Season Play	22
Pre-Practice and Game Responsibilities.....	22
Responsibilities During the Game	22
Post-Game Responsibilities	23
Fundamental Training	23
Warming Up / Stretching	23

Equipment	23
Equipment Checkout and Return	24
PLL Fields and Facility Survey	24
Field Inspections.....	24
Field Locations	27
First Aid Kits	27
Team Folders	28
Snack Bar.....	28
Enforcement of Little League Rules	8
Weather Procedures	28
Thunder and Lightning	29
Heat	29
Smoke	29
Wildlife on the Field	30

Appendix A - Allergic Reactions, Anaphylaxis, and EpiPen Administration instructions

Appendix B- Parent/Athlete Concussion Information

Appendix C- Sudden Cardiac Arrest Prevention Information

Appendix D - PLL Injury Reporting Form

Appendix E - Incident/Injury tracking Report Form

Appendix F - Little League Accident Notification Form

Appendix G - Little League Volunteer Form

Appendix H- Little League Medical Release Form

Appendix I - PLL Sample Equipment Inventory Sheet

Appendix J - PLL Equipment Sign-out / Return Form

Appendix K - Concussion: Signs, Symptoms and Action Plan

Appendix L- Snack Bar Rules and Safety Tips

Appendix M - references, Links and Websites

Ponderosa Little League

Mission Statement

The objective of the Local League shall be to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage, and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens.

Safety Statement

Ponderosa Little League seeks to provide the safest environment possible for the players, spectators, and volunteers. The PLL board of directors, dedicated to the safe operation of this league, has developed a safety program outlining the procedures we will follow to accomplish this goal. The plan is designed to prevent injury and accidents through education and training of volunteers and players, inspecting equipment and facilities regularly and providing procedures for reporting and tracking accidents and injuries.

Safety Plan

Ponderosa Little League Safety Plan is an annual requirement of Little League International's A Safety Awareness Program (ASAP). It includes the 15 elements required by ASAP (listed below), along with the safety policies and procedures specific to Ponderosa Little League:

1. The Safety Officer

As a member of the board of directors, the PLL Safety Officer works, in one way or another, with every other board member in the construction and execution of the league safety plan. They also interact with league members in outreach, education, and safety plan improvement efforts.

2. The Safety Manual

The PLL safety manual is a constantly evolving document that reflects our commitment to the safety of our players, our coaches, and their families. It serves as a guide for our members and as a convenient resource for our coaches.

3. Emergency Action Plan

The emergency contact information table on page 6, will be printed and posted in every field shed and snack bars with the First Aid Kits. The procedures for emergency calls are on page 7, lightning and wildlife on the field are described on pages 28 and reviewed at the preseason coach's meeting on page 9.

4. Volunteer Applications and Background Checks

All league Board Members, Managers/Coaches, and Volunteers complete annual background checks through J.D. Palatine. Per California state law, PLL Board Members, Managers/Coaches and Team Coordinators are required to undergo Live Scan fingerprinting. PLL requires all players, parents, and coaches to read, sign, and abide by their respective codes of conduct.

5. Fundamentals Training

PLL will utilize the online training program BigAl Baseball for fundamentals training for coaches. Inhouse training for coaches

6. First Aid/Safety Training

PLL will provide a safety presentation at the preseason coach's meeting. Even though basic first aid information will be covered at the preseason meeting, coaches are encouraged to complete formal first aid training on their own. PLL procedures for concussion injuries and sudden cardiac arrest prevention are also listed in this section, as well as Little League pitch counts and required rest days by league age.

7. Field Conditions

Field conditions will be regularly monitored by managers, coaches, and umpires, and periodically by PLL Field Manager. PLL field addresses and locations are listed on pages 25.

8. Facility Survey

A summary of the 2024 facility survey and improvement project ideas for 2025 is presented on pages 24.

9. Concessions

PLL Snack Bar rules are clearly outlined and posted in the concessions shed and can be found on page 26

10. Equipment

The PLL Equipment coordinator is responsible for inspecting all league equipment, distributing it to managers at the beginning of the season, collecting it at the end, and replacing any damaged equipment as necessary. Equipment specifications and PLL equipment checkout and return procedures are outlined in this section.

11. Injury Reporting

The best way to keep youth athletes safe is to prevent injuries. PLL procedures for reporting incidents and injuries are outlined, including what to report, how and when to report, and what PLL does with incident report information.

12. First Aid Kits

PLL stocks every field shed and/or equipment box and Snack Bar with a first aid kit bin and instant cold packs.

13. Enforcement of Little League Rules

The rules of any sport are rooted in fair play and safety. Our coaches teach their players the rules of the game, umpires enforce the rules, and all PLL volunteers, administrators and spectators are expected to follow Little League rules at all times.

14. Player/Coach Information

PLL registration data will be uploaded to the Data Center in January 2025.

15. Little League Survey Questions 2025

These questions will be answered at the time of safety plan submission.

All league members are encouraged to review the safety plan annually. Ponderosa Little League expects all members to adhere to all safety policies and procedures and to assist the league in creating a culture of safety. The Safety Plan will be posted on Ponderosa Little League website. Any Safety questions can be directed to the Safety Officer or the PLL President.

Ponderosa Little League Board of Directors

2024/2025 Board Position	Name	Email	Phone Number
President	Chuck Modzelewski	president@pondolittleleague.com	239-398-0122
Past President	Dan Neher	baseball@drylan.com	209-607-7787
Vice President - League Operations	Nicole Deatherage	vp@pondolittleleague.com	916-496-0920
Vice President - Field Operations	Keith Rose	keithrose327@gmail.com	530-409-6073
Information Officer	Russ Beeman	russelljbeeman@gmail.com	
Treasurer	Brittney Bello	treasurer@pondolittleleague.com	505-319-2656
Secretary	Stephanie Hanson	stephyjo911@aol.com	530-558-9563
Division Coordinator	Scott Tonarelli	install@asappliance.com	530-903-0933
Division Coordinator	Benjamin Berg	bberg@imfp.us	
Division Coordinator	Joe Forbis	jcforbis@gmail.com	916-524-0721
Division Coordinator	Matt McGlynn	Mcglynn411@gmail.com	916-849-3217
Division Coordinator	Keith Rose	keithrose327@gmail.com	530-409-6073
Website Coordinator	Frank Paulino	frankpaulino@gmail.com	650-222-5139
Events Coordinator	Erin Modzelewski	esedilko@gmail.com	415-710-4881
Umpire In Chief	Chris Fiegles	cwfeigles@gmail.com	530-409-2437
Equipment Coordinator	Josh Katzman	jkatzman78@hotmail.com	
Uniform Coordinator	Danielle Sarwold	dnmaglia@yahoo.com	916-236-8722
Apparel Coordinator	Keirsten Urbanski	urbanski2009@gmail.com	
League Registrar	Paul Johnson	pauljohnson490@gmail.com	916-804-1525
Team Parent Coordinator	Stephanie Granger	stephanie.andrea29@gmail.com	530-957-7083
Sponsorship Coordinator	Christina Nygard	Christinanygard@yahoo.com	916-370-4568
Snack Bar Coordinator	Jill Gerow	jillgerow4@gmail.com	916-705-8923
Safety Officer	Amanda Placke	alplacke@yahoo.com	559-381-0778
Coaching Coordinator	Tyren Sillanpaa	tyren.sillanpaa@gmail.com	707-389-6822
League Schedule Coordinator	Joe Forbis	jcforbis@gmail.com	916-524-0721
Assistant to Snack Bar	Ian Gerow	igerow@jasonmitchellgroup.com	
Volunteer Coordinator	Monica Steffen	mrs.steffen13@gmail.com	510-364-5000
Post Season Coordinater	Monica Steffen	mrs.steffen13@gmail.com	510-364-5000

Emergency Action Plan

Important Local Emergency Phone Numbers:

Emergency Phone Procedures

Dial Police/Fire/EMT from a CELL Phone 530-626-4911

Dial Police/Fire/EMT from LANDLINE 911

1. Tell the operator the type of emergency (medical, police, fire, or any other)
2. Tell the operator your Location
 - **Christa McAuliffe Park** 2400 Merrychase Drive, Cameron Park, Ca
 - **Camerado Springs Middle School Fields** 2480 Merrychase Drive, Cameron Park, Ca
 - **Dave West** 4220 Crazy Horse Road, Cameron Park, Ca
 - **Green Valley Elementary School** 2390 Bass Lake Road, Rescue, Ca
 - **Rasmussen Park East & West fields** 3610 Mira Loma Drive, Cameron Park, Ca
The East Field is on the far left as you enter the driveway, the West Field is closest to the driveway entrance
 - **Rescue Elementary School** 3880 Green Valley Road, Cameron Park, Ca

3. Answer all questions the dispatcher may ask and follow their instructions
4. DO NOT hang up. Verify that the information is accurate and be ready to give additional information if requested
5. Send another person to meet and direct emergency personnel & vehicles
6. Notify the parents or appropriate family members. When time permits, please notify the Safety Officer and the League President of the emergency situation.
7. Complete the Preliminary Accident Report (QR Code is attached to First Aid kit Located in the equipment shed / equipment boxes or snack bar)
8. DO NOT move the injured person

Manager and Coaches:

- Always Fill out an Accident Report when a player is injured & Call/email the safety officer within 24hrs.
- Little League and District 54 needs to be informed within 20 days of the accident (Safety Officer will fill out forms to District 54 and Little League)
- Medical Treatment needs to be rendered within 30 days of the accident for insurance purposes.
- Scan QR code and fill out an incident report form anytime a player must leave the field due to an injury.
- Safety Officer will fill out an accident report form anytime the player needs or may need medical attention due to an injury.
- Dialing 911 from your cell phone in El Dorado County will connect you to CA Highway Patrol, use 530-626-4911
- Safety Officer is Amanda Placke, 559-381-0778 safetyofficer@pondolittleleague.com
- League President is Chuck Modzelewski, 239-398-0122 president@pondolittleleague.com

Procedure for Emergency Calls

The most important help that you can provide a victim that has been 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 follow these important steps:

- Dial 9-1-1 from a LandLine or 530-626-4911 from a cell phone.
- Give the dispatcher the necessary information:
 - Identify yourself.
 - Your location: which field and the address
 - The age of the injured person.
 - What is the emergency/injury and how it happened.
 - The condition of the injured person ex: unconscious, chest pain, severe bleeding, etc.
 - What help is being provided (first aid).
 - Don't hang up until the dispatcher tells you to. The EMS dispatcher may be able to tell you how to best care for the victim.
 - Continue to care for the victim until professional help arrives.

- **IMPORTANT:** appoint someone (or several people) to go to the street and look for the Fire Department and Ambulance and direct them to the injured person.

PLL Safety Officer

Amanda Placke is the Safety Officer for Ponderosa Little League and is a member of the PLL Board of Directors: safetyofficer@pondolittleleaguec.com or 559-381-778

The responsibilities of this position are developing and implementing PLL's safety program per Little League's A Safety Awareness Program (ASAP) and reviewing all league operations with a focus on safety. Safety is the primary objective when placing players in the appropriate division per their skill level, for themselves and for others.

The Safety Officer's responsibilities include (but are not limited to):

- Attend safety meetings with the District 54 Safety Officer and provide input from the league level.
- Ensure PLL maintains a copy of the league's insurance policy.
- Coordinate background checks and fingerprinting for manager and coach candidates, board members, and other appropriate PLL volunteers.
- Maintain record of and follow up on all injury reports (see Injury Reporting).
- Track all injuries and near misses to identify injury patterns that may be amenable to education and/or prevention strategies.
- Coordinate annual safety/first aid training for all managers and coaches.
- The Safety Plan manual will be listed on PLL website. An Email copy can be sent to any Board Member, Manager, Coach or Volunteer.
- Stock and provide a first aid kit for each field replenishing contents throughout the season as necessary.
- Ensures that safety is a monthly Board Meeting topic and encourages experienced individuals to share ideas on improving safety.
- Collect the annual survey and analysis of playing fields and facilities from the Field Coordinator, President, and other appropriate board members, communicate the results to the board, especially areas/issues that require attention.
- When unsafe or hazardous conditions are identified and brought to the attention of the safety officer, they will act immediately to resolve the issue, working with the PLL board and the Fields Coordinator.

PLL Safety Code

Little League rules, the Ponderosa Little League Safety Manual, and the following Safety Code for Little League, as adapted from the Little League Rulebook, will be enforced at all league activities:

- Managers, coaches, and umpires should have some training in first aid.

- Every Field will have a first aid kit and it should be available at every Little League practice and game.
- No games or practices should be held when weather or field conditions are not good.
- Play areas should be inspected frequently for holes, damage, glass, and other foreign or hazardous 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, or the manager and coaches.
- Procedure should be established for retrieving foul balls batted out of the playing 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 face mask and dangling throat guard), chest protector, and shin guards. Male catchers should wear a protective supporter and cup at all times.
- Except when a runner is returning to a base, head-first slides are not permitted. This applies only to Little League (Majors), Minor League, and Tee Ball.
- During sliding practice, bases should not be strapped down.
- 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, jewelry, hard cosmetic, or hard decorative items.
- 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. This applies only to Little League (Majors), Minor League, and Tee Ball.
- Players who are ejected, ill, or injured should remain under supervision until released to the parent or guardian.

First Aid / Safety Training

PLL Annual Safety Meeting will be in January 2025. Info will be sent out via email to each Manager, Coach and Board Member.

All managers, coaches, board members, and adult umpires are required to complete the following safety trainings (junior umpires, less than 18 years old, are strongly encouraged to complete):

1. [Online Concussion Training](https://www.cdc.gov/headsup/youthsports/training/index.html), through CDC Heads Up
<https://www.cdc.gov/headsup/youthsports/training/index.html>

2. [Sudden Cardiac Arrest \(SCA\) Prevention Training](https://epsavealife.org/sca-prevention-training/), via Eric Paredes Save a Life Foundation
<https://epsavealife.org/sca-prevention-training/>
3. Abuse Awareness Training, through Little League International
<https://www.littleleague.org/university/articles/abuse-awareness-training-course/>
 - Login to Training Portal or Create an Account with Little League University

All Managers and coaches are required to also complete

4. [Little League® Diamond Leader Training](#)
5. In Person Safety Meeting or D54 safety video online
6. JDP volunteer background check
7. DOJ Finger prints

First Aid

First Aid Do and Do Nots

DO...

- Reassure the child who is injured, sick, frightened, or lost.
- Ask permission before providing first aid.
- Know your limitations.
- Managers carry with you or know the location of a first aid kit to all practices and games.
- Managers have all player medical release forms with you at all practices and games.
- Always have a cell phone available at all practices and games.
- Report hazardous conditions to the Safety Officer or other board member immediately.

DO NOT...

- Administer any medications.
- Apply ice packs directly to skin. Wrap in a towel or apply over clothing.
- Provide food or beverages other than water.
- Be afraid to ask for help.
- Leave an unattended child at a practice or game.
- Hesitate to report any present or potential safety hazards to the Safety Officer or other board member.

Common injuries

Contusions

- Result from a direct blow from a ball or player.
- There is swelling and discoloration from bleeding under the skin.
- Treat with ice and compression. Players are usually able to return to play the same day unless there is pain with bearing weight or with moving a joint (see musculoskeletal injuries below).
- Note on applying ice: do not apply ice or an ice pack directly to the skin. Wrap it in a towel or a shirt or apply over clothing. In the first 2-3 days after an injury, apply ice for 10 minutes every hour (at the most). After that, it may be applied 10-15 minutes, up to 3 times a day.

Abrasions

- Abrasions of the skin include small cuts, scrapes, turf burn, etc.
- Always use universal precautions when caring for wounds (gloves, etc.)
- Gently cleanse the wound with clean water to remove any debris. Allow to dry. Apply a clean dressing to keep wet areas covered. See Little League rules regarding blood on uniforms and equipment (Little League Rules: Communicable Disease Procedures).

Bloody Nose

- To control a nosebleed, have the player sit, lean forward slightly, and pinch the nostrils closed for 5 minutes.
- If the nosebleed has not stopped after 15 minutes, the player should be medically evaluated.
- There is no evidence to support using ice packs on the back of the neck to stop bleeding from the nose.

Musculoskeletal injuries

- Children and adolescents are not small adults. As they grow, their soft tissues (muscles, ligaments, tendons and fascia) are stiff and weak, which is a recipe for injury.
- The growth plates in the elbow and shoulder do not close until about age 15-17 in boys and about age 14-16 in girls. The growth plates are extremely vulnerable to injury from overuse and rotational forces like throwing. Growth plate injuries require appropriate treatment to avoid lifelong issues with the corresponding bone or joint.
- Players should not play through any pain, especially in the shoulder or elbow, as this may signal a growth plate injury.
- For other musculoskeletal injuries, if there is swelling, pain with bearing weight, pain with moving the joint or limited movement of the joint, then medical evaluation is recommended prior to returning to play.

Heat illness

- Children and adolescents, again, are not small adults. They produce more heat with activity and are not able to cool themselves as well as adults (as was previously discussed). Thus, children and adolescents can overheat very quickly and in any type of weather.
- When it is hot, provide frequent water breaks (every 15 minutes) in the shade. Water is sufficient for hydration unless the activity is intense and lasts more than 60 minutes.
- Players should have their own water bottle labeled with their name. No sharing of water bottles will be allowed.
- Players who are overheated should rest and hydrate until they feel well enough to rejoin the activity.
- If symptoms progress to vomiting or confusion, this is heat stroke and is a medical emergency. Call 9-1-1 right away and begin cooling procedures IMMEDIATELY.

Anaphylaxis / Allergic reactions

- Some people/players may have serious allergic reactions to things like bees or peanuts. Managers and coaches need to know if any players on their team have a serious allergy and if they carry an EpiPen.

- If you suspect a player is having an allergic reaction, administer an EpiPen if one is on hand (see Appendix A for instructions) and call 9-1-1. The longer you wait to administer an EpiPen, the harder it is to stop an allergic reaction.
- For moderate symptoms after a bee sting, try to remove the stinger by gently scraping with a fingernail or business card and apply ice to the area.

Dental Injuries

- Control the bleeding in the mouth by gently biting on a towel. This will also help stabilize the tooth.
- If the tooth is broken or knocked out completely, first find the tooth or broken piece, then rinse it and store in milk or inside the cheek for transport to the dental office.
- **IMMEDIATELY** transport the player and the tooth to the dentist.

Concussion protocol

The State of California requires all coaches/managers and administrators (board members and umpires) of youth sports to complete concussion training annually. PLL requires manager/coaches, umpires and the Board of Directors to complete the Heads Up Concussion In Youth Sports training provided by the Centers for Disease Control (CDC) and successfully pass the concussion evaluation quiz. **Successful completion of this training is required every year.** The course can be accessed online at:

<https://www.cdc.gov/headsup/youthsports/training/index/html>

CDC Heads Up Concussion Information Sheet (Appendix B)

A concussion is an injury to the brain resulting from a direct blow to the head or a direct blow to the body with transmission of force to the head. Common symptoms of concussion in adolescents are headache, dizziness, fogginess, unsteadiness and possibly nausea, vomiting or vision changes. If a player is suspected to have sustained a concussion injury, they should be removed from play and not allowed to return that day. **When in doubt, sit them out. After a player is removed from the field of play due to a suspected concussion, the decision about when to return to the field can only be made, per California law, by a health care professional qualified to make such a decision. The California Interscholastic Federation (CIF) specifies that this professional must be a physician (M.D. or D.O.). Therefore, PLL requires a written doctor's note be submitted to the manager AND Safety Officer clearing the player before allowing a player to return to practice/play.**

Sudden Cardiac Arrest (SCA) protocol

The State of California requires all coaches/managers and administrators (board members and umpires) of youth sports to complete sudden cardiac arrest (SCA) prevention training annually. PLL requires manager/coaches, umpires and the Board of Directors to complete SCA prevention training through the Eric Paredes Save A Life Foundation. **Successful completion of this training is required every year.** The course can be accessed online at:

<https://epsavealife.org/sca-prevention-training/>

SCA Fact Sheet for Parents & Athletes (Appendix C).

Sudden Cardiac Arrest (SCA) is not the same as a heart attack. It is caused by a malfunction in the heart's electrical system or structure due to an abnormality the person was born with or inherited, or it can develop as

they grow. Players, parents/guardians, managers, coaches, and adult volunteers should all be familiar with the following symptoms. If a player has any of these symptoms, they should tell an adult and see their physician right away:

- Fainting or seizure, especially during or right after exercise.
- Fainting repeatedly or with excitement or startle.
- Racing heart, palpitations, or irregular heartbeat.
- Dizziness or lightheadedness.
- Chest pain or discomfort with exercise.
- Excessive shortness of breath during exercise.
- Excessive, unexpected fatigue during or after exercise.

In the event of a possible cardiac arrest, follow the cardiac chain of survival:

- **Call 9-1-1 and immediately begin CPR. Immediate and continuous application of CPR can triple the chance of survival.**
- **Find and apply an AED, if available.**
- **Continue CPR (and AED use, if available) until emergency medical services arrive.**

Injury Reporting

Managers and coaches will review PLL's injury reporting procedures during the preseason meeting, as described below.

What to Report

We cannot eliminate all injuries or accidents, but we can use them to identify the cause so something can be done to prevent occurrence, or at the very least, recurrence. Good judgment should be used when deciding which accidents and near misses to report for analysis. The severity of an injury is a consideration; however, it is not the only factor that should determine what incidents need to be reported.

When an injury is severe enough to require professional services, the need for corrective measures is obvious. It is also imperative that the Safety Officer have accurate information about the injury or incident to complete the insurance claim report. Incident reports also facilitate communication between teams in a league and leagues in a district. This sharing of information enables league Safety Officers and the District Safety Officer to ensure the effectiveness of all safety programs.

When to Report

All injuries or near misses need to be reported to the PLL Safety Officer within 24 hours of the incident. If the injury occurred while playing at another league's field, the PLL Safety Officer should likewise be informed, and they will then notify the home league's safety officer.

How to Report

All incidents shall be reported by completing an Incident/Accident Report using the Google form by scanning the QR code that is on every First Aid kit lid. The Safety Officer will send a copy of the Incident/Injury Tracking Report form to the District 54 Safety Officer, per the district safety plan, and maintain the original on file.

Within 24 hours of receiving a completed incident/accident report form, the PLL Safety officer shall:

Verify the information received

Obtain any other information deemed necessary

Check on the status of the injured party

If the injured party received any medical attention (emergency room, doctor's visit, etc.) will advise the parent or guardian of the Little League's insurance coverage and the provisions for submitting claims.

If an injury/accident sustained during a Little League activity required professional medical attention, parents/guardians of the injured player are required to complete a copy of the Little League Accident Notification form (See Appendix F). This form must be completed by parents/guardians (if claimant is under 19 years of age) and a league official (the Safety Officer) and forwarded to Little League Headquarters within 20 days of the accident.

Any player who is removed from play for a suspected concussion, who requires professional services for an injury, or who is out of play for 7 days or more due to an injury must present a written clearance note from a physician to the Safety Officer to return to practice or games.

The PLL Safety Officer provides a monthly safety and injury report to the Board of Directors. Collective injury information is de-identified and analyzed for patterns and/or issues that require corrective measures and presented to the board for discussion and implementation of appropriate actions to prevent future issues. Similarly, the District 54 Safety Officer presents collected and de-identified injury information to the district staff and league presidents at their monthly meetings for similar action.

Injury Prevention

The following are general principles for injury prevention:

- Taking time off to rest at least one day per week and one month per year is important for young athletes.
- Wearing appropriate and properly fitted protective equipment: in the case of baseball, that would be helmets, sport cups, padding, catcher's gear, etc. Players should be reminded that they are not invincible when wearing it.
- Regular conditioning exercises to strengthen the muscles used in play: practice makes permanent!
- Stretching regularly after games and practice can increase overall flexibility.
- Reinforce proper technique throughout the season.
- Dynamic warm-up is recommended prior to activity. Dynamic movements are gentle, repetitive movements that gradually increase range of motion.
- Take breaks! For water and for fun to break things up during a session.
- Play by the rules: they are intended to keep players safe.
- Do not allow players to play through pain.

Nutrition and Hydration

When children and adolescents are physically active, their muscles generate heat, which increases their body temperature. **Always encourage children to drink fluids, even when they do not feel thirsty.** Managers and coaches should schedule water breaks every 15 to 30 minutes during practices on hot days and should encourage players to drink between every inning during games.

Adolescence is the perfect time to teach athletes how to effectively fuel their body for training, competition, and recovery. Some excellent tips are listed in the table below, from the article "[Fueling and Hydrating Before, During and After Exercise](#)," from the Nationwide Children's Sports Medicine website.

	Before Exercise		During Exercise		After Exercise	
	3-4 hrs before	30-60 min before	Exercise Lasting <60 min	Exercise lasting >60 min	15-60 min after	2-3 hrs after
Nutrition Recommendations	Meal: high carb, moderate protein, low fat & fiber	Snack: carb		Snack: carb	Snack: Carb & protein	Balanced meal: carb, protein & fats
Hydration Recommendations	8-20 oz fluid 1 hour before exercise		None or water	4-6 oz fluid every 15 min	Rehydrate with 16-24 oz fluid per one pound lost through sweat	
	Lunch meat cheese Sandwich Grilled chicken rice vegetables Spaghetti meatballs	Peanut butter sandwich Pretzels and peanut butter Trail mix and banana		Sports drink 100% fruit juice Orange Banana Granola bar	Chocolate milk Cheese & crackers Protein bar Smoothie Yogurt & granola	Hamburger & grilled vegetables Salmon, mixed vegetables & rice Pizza & salad Lasagna

Elbow and shoulder injuries

The role of parents and coaches in injury prevention is crucial. When a child complains of arm pain, adults **MUST** act in the best interests of the child. Risk factors for elbow pain in baseball/softball include:

- Pitching while fatigued.
- Poor pitching mechanics.
- Pitch velocity.
- Pitch counts
- Complaining of sore, tired arm or localized pain

Prevention strategies include limiting fatigue and overuse by following pitching/throwing guidelines (see below), taking periodic time off from baseball/softball, and using age-appropriate strength and conditioning programs (consult a professional). Players should maintain range of motion throughout the body and the shoulder. And remember, Warm up to throw, don't Throw to warm-up.

Pitch Counts

PLL has adopted more stringent local rules on pitch counts than those found in the Little League Rule book. This is done for the safety of our youth players and to prevent common overuse injuries. These pitch counts **MUST BE FOLLOWED AT ALL TIMES**, even in interleague play against other leagues who may be following LL rule book. All Managers and Coaches are responsible for understanding and adhering to these rules, as well as other rules for maintaining the safety of pitchers and catchers. All pitch count rules are based on the **LEAGUE AGE** for the player.

- Pitch Counts for Non-Competitive Divisions (AA):
 - All pitchers in the AA division are limited to 35 pitches, regardless of age

- Pitch Counts for Competitive Divisions (AAA and above):
 - Age 8: 35 pitches per day
 - Ages 9-10: 55 pitches per day
 - Ages 11-12: 65 pitches per day
 - Age 13: 85 pitches per day *
 - Age 14 and above: as noted in LL rule book *

*Pitchers can not return back onto the field once they are removed.

All Little League Rules for days of rest must be followed for all divisions. In addition, rules governing pitchers moving to catcher and catchers moving to pitcher must also be observed and followed.

Equipment

For maximum effectiveness, playing equipment must be in good condition, properly fitted, and meet all Little League standards. The following are brief descriptions of appropriate baseball equipment; for more equipment details and specifications, please see the Equipment section.

- **Helmets:** Must meet NOCSAE specifications and standards (affixed with NOCSAE symbol).
- **Bats:** USABat Standard bats must be used in the Little League Major Baseball Division and below. Either USABat Standard bats or BBCOR bats must be used at the Intermediate (50/70) Baseball and Junior League Baseball Divisions. At the Senior League Baseball Division, all bats must meet the BBCOR standard.
- **Catcher's gear:** Catchers must wear a catcher's helmet (with face mask and dangling throat protector; skull caps not permitted per Little League), chest protector (long-model or short-model), and shin guards. Male catchers must wear a protective supporter and cup at all times.
- **Protective cups:** All young men should wear protective athletic cups while playing baseball, and all male catchers are required to wear them.
- **Sports bras:** All young ladies should wear supportive athletic undergarments.
- **Balls:** Only official Little League balls will be used during practices and games.
- **Face mask/chin guard for helmets:** To use a helmet attachment in Little League play, the helmet manufacturer must provide a notice indicating that affixing the protector to the helmet has not voided the helmet's NOCSAE certification. That notice must be shown to the umpire prior to the game ([per Little League](#)).
- **Mouthguards:** Recommended to protect teeth from injury (due to impact from balls, collisions with other players, etc.).

Head and facial injuries

The risk of injuries to the head and face are less common in baseball and softball than in other (collision type) sports such as football and ice hockey. However, head and face injuries that do occur in baseball and softball are caused by balls and bats and are usually much more severe.

To prevent severe and emotionally traumatic injuries, PLL urges managers, coaches, and parents to educate their players about the importance of wearing batting helmets and when and where it is appropriate to have a bat in hand or swinging.

COVID-19 Risk Mitigation Plan

For the 2025 season, Ponderosa Little League will follow District 54's Risk Mitigation Plan. Per this plan, and the California Department of Public Health (CDPH) guidelines for schools, please note that players who are quarantined from school are not allowed to attend any Little League activities until they are cleared to return to school.

Volunteer Application/Policy

All managers, coaches, board members and league volunteers are required to complete a Little League Volunteer Application form and provide a government-issued photo identification for ID verification **every year**. The form is incorporated into the online nationwide background check that each person completes through J.D. Palatine, Little League's official background check provider. Anyone refusing to fill out a Volunteer Application is ineligible to be a league volunteer.

The Ponderosa Little League Safety Officer is responsible for performing background checks for all volunteers per Little League requirements. Little League International will provide every local Little League in the U.S. with 125 free criminal background checks of volunteers in each league. An example of the Volunteer Application Form is included in Appendix G.

In addition to the background check, as of January 1, 2022, the state of California is requiring that "any administrator, employee, or regular volunteer of a youth service organization" who spends more than 16 hours per week or 32 hours per year in direct supervision of children be fingerprinted ([California Assembly Bill 506](#)). Ponderosa Little League has a background check policy in place that is posted on the league website. Any volunteer not meeting the policy requirements is not eligible to volunteer with Ponderosa Little League.

Ponderosa Little League is an all-volunteer organization. We have had tremendous success in past years with the involvement of our parents throughout the season. We cannot do it without you! As part of demonstrating that ongoing successful team and family atmosphere, we ask our parents to get involved with the League each year to make this the best experience for the kids.

PLL requires each family to complete **3 volunteer shifts per player** (max 6 per family). Coaches, Team Parents, Scorekeepers, Scoreboard, and Team Field Prep Volunteers are not required to complete extra shifts, as the hours they contribute far exceed the requirements and the commitment fulfills their hours per family. All families who sign up for a volunteer at large shift this year will have to do the following requirements:

1. Background check with JDP
 2. Complete an Abuse awareness training and submit certification
- (Both requirements are Required by Little League)

An Email will be sent out with links to complete the requirements after registration has closed for the 2025 season. Anyone who will be signing up to do volunteer shifts will not be able to fulfill volunteer hours until these 2 requirements are done.

By selecting Manager or Assistant Coach you will have fulfilled your volunteer requirements. By selecting Volunteer at Large, you will have the opportunity to sign up for one of the Team Volunteer positions (listed above) during Cap Night in February. The final volunteer option is to be a League Volunteer at Large. League Volunteers will have the opportunity to volunteer at shifts during Tryouts, Opening Day, Field prep Days, and the Snack Bar.

Your final option is to "Buy Out" your hours/shifts, by paying \$200 during registration. This will fulfill your "volunteer requirement".

Descriptions of the volunteer options are listed below.

****Families who do not complete their 3 shifts (6 max per family) by the end of the PostSeason (end of June) will have a \$200 charge added to their Little League account. All accounts must be paid in full by July 15th. Balances not paid by July 15th will have the fee added to their account for the next season. Your player will not be able to register without paying that fee. Any disputes of volunteer shifts and/or the charge must be resolved by July 15th and cannot be voided after that date.**

Questions can be directed to our President or Volunteer Coordinator at any point throughout the year. We are so grateful for your support, and we are looking forward to seeing all of you on the field!

Head Coach/Manager - 1 per team - This position is the team lead in charge of team players, assistant coaches, and all communications between the League and parents regarding schedules, changes, rainouts and PLL events (with the help of your Team Parent). Managers instruct players in proper baseball skills, produce player lineups and provide overall player support and encouragement. Managers also help secure team parent, team scorekeeper and field maintenance persons (when applicable). Managers must also work with our Leagues Fundraising Director to attain a Team Sponsor for the season. Managers are subject to board approval and are not guaranteed a coaching position from year to year. This position also requires attendance at Manager meetings and instructional sessions/coaching clinics and safety meetings.

Assistant Coach - 2 maximum per Team - This position assists the Manager with anything involving team practices, player organization, skill building, game operations, equipment handling, team jersey distribution and general player and team support. This position also needs to assist the field maintenance person(s) with field setup and break down before and after games. Position requires attendance at mandatory coaches meeting and safety clinics. Coaches are subject to board approval and are not guaranteed a coaching position from year to year.

Team Parent - 1 per team - This position assists the Manager and coaches with parent and team communications and general team support. Team Parent role also includes, but is not limited to: Obtaining and distributing the team roster to parents, sending out team communications to parents (re: special events, game or practice changes, parties, etc.), organizing a snack schedule (if agreed by team), planning the team's end of season party, organizing coaches' gifts, creating the team banner, working with the Fundraising coordinator in collection of monies, forms, etc.

Scorekeeper - 1 per team - AAA Division and above. This position is required to attend and keep score at each game according to the team schedule using the Team Manager App. It is also helpful to solicit additional help from team parents for backup. However, only the designated team scorekeepers for that team will receive credit for this commitment. You must arrive at the field at least 15 minutes before game time to set prepare the Team Manager App.

Scoreboard - 1 per team - Majors and above. This position is required to attend and run the electronic scoreboard at each home game according to the team schedule. It is also helpful to solicit additional help from other team parents

for back up, however, only the designated scoreboard volunteer for that team will receive credit for this commitment. The Scoreboard operator is required to set up, run, and put away all necessary equipment in a timely and organized manner and should arrive 15 minutes prior to game time.

Team Field Prep Coordinator - 2 per team. This position will be responsible for maintaining the fields before and after home games. It is beneficial to solicit additional help from team parents as well. Duties may include: Attend mandatory pre-season Field Maintenance training, relay and act as trainer to parents that sign up to help, assist at Field Improvement Days, manage and perform pre-game and post-game field maintenance duties (home team).

Volunteer at Large - No limit per team, all divisions - There are several special events throughout our Little League season. You may elect to volunteer on a as needed/requested basis to complete your 3 shifts. You will sign up and be scheduled to work at events and will be directed on requirements and time needed for that event. Some of the necessary events that require set up, check in, and clean up include; opening day, clinics, tryouts, field improvements, tournaments etc. Snack Shack shifts will also be available for sign up.

Non Volunteer BuyOut - \$200 - Elect not to volunteer this season and pay \$200 during registration, no annoying emails asking for help, just support the league financially. We need your help but understand that is not always possible. Thank you for the donation and we hope you still consider helping our League Community throughout the season!

Codes of Conduct

The actions of Managers, Coaches, Umpires, League Officials, Volunteers, Parents, and Players, must be above reproach at all times. Any actions that are not conducive to good moral conduct, sportsmanship or the objectives set forth by the League may be grounds for Disciplinary Action as defined under the League's Code of Conduct.

All Managers, Coaches, Umpires, League Officials, Volunteers, Team Parents, Players, Family Members, and/or Spectators; by accepting either a volunteer position, a spot on a team, or attending a PLL activity (game, practice, fundraiser, event etc.) will be held to the applicable Code of Conduct policies noted below and agrees to abide by the content as stated.

Any Code of Conduct concerns or issues can be brought to the attention of the Board of Directors, by notification to a Board member or an email to the league Information Officer (info@pondolittleleague.com). When or where appropriate, the league encourages that Code of Conduct issues be handled first in a respectful and civil manner between parties (i.e. families speaking with coaches, coaches speaking with families, coaches speaking with other coaches). If deemed necessary by the President or the Board of Directors, a dispute and or disciplinary action committee may be formed to review and render a decision for any Code of Conduct issues raised to the league.

Parents

Each family signs and acknowledges the Parent Code of Conduct when registering their child. All parents, extended family, and/or spectators will be held to the Parent Code of Conduct, which is posted and available on the website. PLL encourages any issues or concerns to be brought to the attention of the Board of Directors.



Ponderosa Little League Parent Code of Conduct

Ponderosa Little League has implemented the following Parent Code of Conduct for the important message it holds about the proper role of parents in supporting their child in sports. Parents should read, understand, and sign this form prior to their children participating in our league. Any parent guilty of improper conduct at any game or practice will be asked to leave the sports facility and be suspended from the following game. Repeat violations may cause a multiple game suspension, or season forfeiture of attendance at any game.

Preamble

The essential elements of character-building and ethics in sports are embodied in the concept of sportsmanship and six core principles:

- Trustworthiness
- Responsibility
- Caring
- Respect
- Fairness
- Good Citizenship

The highest potential of sports is achieved when competition reflects these "six pillars of character."

I therefore agree:

1. I will not force my child to participate in sports.
2. I will remember that children participate to have fun and that the game is for youth, not adults.
3. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
4. I will learn the rules of the game and the policies of the league.
5. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other sporting event.
6. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
7. I will not encourage any behaviors or practices that would endanger the health and wellbeing of the athletes.
8. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
9. I will demand that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
10. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
11. I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
12. I will never ridicule or yell at my child or other participants for making a mistake or losing a competition.
13. I will emphasize skill development and practices and how they benefit my child over winning. I will also deemphasize games and competition in the lower age groups.
14. I will promote the emotional and physical wellbeing of the athletes ahead of any personal desire I may have for my child to win.
15. I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field and will take time to speak with coaches at an agreed upon time and place.
16. I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.
17. I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.
18. I will not take legal action towards Ponderosa Board for related activities or rulings based off local League rules and Little League international rules.

Parent/Guardian: _____

Signature: _____ Date: _____

Players

Each player will sign/acknowledge the Player Code of Conduct prior to the first practice. PLL encourages any issues or concerns to be brought to the attention of the Board of Directors.

Managers/Coaches

Managers and Coaches have a great effect on players and parents. No foul language, violent actions, or abuse will be tolerated. The President or Board of Directors, in working with any dispute or disciplinary action committee, will review any Code of Conduct violations or complaints to determine if disciplinary action is necessary, including game suspensions, season suspensions, or dismissal from PLL. Managers and Coaches are responsible for understanding and enforcing Little League Rules and the PLL Bylaws. For rule infractions, the Board of Directors will review all disputes in accordance with the Little League rule book and local bylaws and determine any disciplinary action for the manager or coaches based on the offense, which may include warnings, game suspensions, season suspensions, or dismissal from PLL.

To ensure that all Managers and Coaches understand the league's local rules and the role and responsibilities associated with Managing and Coaching, all Managers and Coaches **MUST** sign/acknowledge the Manager and Coach Code of Conduct form prior to the first practice.

Managers and Team Coordinators are responsible for their teams leaving the field clean and ready for the next game. Field grooming is the responsibility of the Manager for the Home team, including the locking of the storage shed or knock boxes, and the storage and securing of drags, rakes, and

chalking equipment. Cleanliness of dugouts and bleacher seating areas is every Manager's responsibility. Managers not adhering to their field responsibilities will be considered in

violation of the code of conduct and may be subject to disciplinary actions including loss of practice field time, assignment of field maintenance tasks, or suspensions. Managers shall also be responsible for returning all equipment by the end of the season, as noted under Uniforms and Equipment..

Managers are ultimately responsible for the conduct and behavior of their teams' families and spectators and also responsible for ensuring that any issues or concerns are brought to the attention of the division coordinator, VP of Operations, and/or the Board of Directors.



Ponderosa Little League Manager and Coach Code of Conduct

Coaching a youth sport program such as Little League Baseball is a privilege that is not to be taken for granted. As a manager or coach, appointed by the Ponderosa Little League (PLL) Board of Directors, you have an important role in the development of the young children in our community. We strive to teach each child the positive values of trust, good sportsmanship, good citizenship, responsibility, respect, fair play and teamwork – values they can use throughout their lives. Baseball and softball embody the discipline of teamwork. They challenge players towards perfection of physical skills and bring into play the excitement of tactics and strategy. The very nature of baseball and softball also teach that while every player eventually strikes out or is on a losing team, there is always another chance for success in the next at-bat or game. Ponderosa Little League expects each manager and coach to adhere to the following Code of Conduct:

Sportsmanship

1. I will promote good sportsmanship, teach good baseball skills, and have fun in the process.
2. I realize, accept, and will practice the principle that a team's reputation is built not only on its playing ability, but also on its sportsmanship, courtesy and manner.
3. I understand that physical or verbal abuse of an official, coach, player, or spectator, including obscene gestures, will not be tolerated and that the offender may be removed from the fields at the discretion of an umpire or PLL board member.
4. I understand coaches will refrain from complaining about perceived bad calls to players and fans.
5. I understand all discussions will be held in conversational tones. Under no circumstances will a coach, fan, or player yell at an umpire, coach, fan, or player.
6. I understand profanity is expressly forbidden at all times at any Little League complex.
7. I understand alcoholic beverages and the use of illicit drugs are prohibited at all games, including events outside any Little League complex.
8. I understand the use of tobacco and vapor products on the fields and in the dugouts is prohibited.

Rules and Policies

1. I will know and understand the rules and abide by them (whether local or national). I will instruct my team members in the rules and coach my team in such a way as to motivate each player to always compete according to the rules.
2. I will adhere to all Little League and safety guidelines from the LL handbook.
3. I will understand the local league participation rules for my division. All coaches must ensure that each player get minimum opportunities to bat and play the field in each game. I also understand that specific rules are also in place to limit the number and frequency of innings pitched by a particular player.
4. I will fully comply with the Parents Code of Conduct.
5. I will review the PLL website on a regular basis to make sure that I am informed of all updated LL and PLL Rules and policies.

The Umpires and Other Resources

1. I recognize baseball is a game of interpretations, and as a result, disputes will occur from time to time. However, it is important that players learn respect. All disputes that are taken up with the umpire will be handled in a civil manner. I understand only managers may initiate such discussions with an umpire. The managers/coaches will conduct themselves with decorum and once the umpire has made his/her final ruling, the managers will make no further field protest. Off-field protests may be lodged with the Board of Directors.
2. I understand most of the umpires are "in training", as are the players. I recognize that all umpires will make mistakes occasionally, and as manager/coach, I will give the umpires the respect their position within the game deserves.
3. I will be responsible in caring for equipment, for care of fields prior to games and for cleaning up fields, dugouts and stands after games. I will make sure that all league-provided equipment is clean and accounted for when returned after the season.

The Parents and the League

1. I will maintain an open line of communication with players and their parents. I will be approachable. When approached by a parent to discuss any issue, I will interact and respond in a courteous manner.
2. I will understand and explain the philosophies, goals and objectives, and Codes of Conduct of the PLL (i.e. PLL is organized as a recreational league, meant for the enjoyment of all the players).

3. I will ensure that fans of the team conduct themselves with sportsmanship and maturity at all times while in attendance at game sites and will assist the officials in maintaining control of spectators during games. I will make sure that coaches and players are the only persons allowed in the dugout during a game.
4. I will support (through participation and organization of parents) PLL in fundraising efforts and concession duty.

The Team

1. I will conduct practices in an organized manner, with a planned agenda that focuses on specific skill development appropriate for the skill level of the players.
2. I will focus on providing instruction commensurate with players abilities, so all players have the opportunity to advance their skills towards their full potential, gain confidence and develop self-esteem, as well as establish a solid foundation for further baseball/softball competition.
3. I will teach each player, especially through personal example, to be humble and generous in victory and proud and courteous in defeat.
4. I understand that managers are appointed by the league to be responsible for the team's actions on the field and to represent the team in communications with the umpires, opposing teams and league. If a manager leaves the field, he shall designate a coach as a substitute who will then be responsible and held accountable for the manager's duties.

Non-Game Duties of Managers

Each manager has considerable duties outside of coordinating practices and managing the games. Accordingly, if I am a Manager, I will adhere to the following as well:

1. I will maintain open communication with players and parents to inform them of practices, games and other responsibilities in a timely and efficient manner.
2. I will attend all required coaches meetings, safety and umpiring clinics unless I am out of town or have a significant previously made commitment. If I cannot attend, I will ensure that one of my assistant coaches attends on my behalf.
3. I will complete, obtain and submit to the League all required paperwork, which will include Volunteer Applications.
4. I will make sure that I stay current with the local PLL Rules and the Little League rule book.
5. I understand that I am the point of contact between my team and other teams and PLL officials. I understand that I am the person that is responsible for my team. I will take my obligations seriously and communicate effectively and in a courteous manner.

PLL has a "zero tolerance" policy for any aggressive or inappropriate physical contact with any player, coach, umpire, parent, fan or other person and any breach of this rule is grounds for immediate action, including removal from the position of Coach, Manager or Board Member.

Name: _____ Division: _____

Signature: _____ Date: _____

Manager & Coach Responsibilities

Ponderosa Little League managers and coaches are responsible for:

- The safety of their players.
- The team's conduct.
- The team while the players are at practices and games.
- Teaching and observing Little League rules and official rules of the league.
- Always having (or knowing the location of) a first aid kit and a copy of the PLL safety manual.
- Always having a medical release form for each player with them during practices and games. A copy of the Medical Release Form is provided in Appendix H.
- Encouraging players to hydrate (bring full water bottles) and protect themselves from the sun (long sleeves and sunscreen), especially as the weather begins to get warmer.

- Encouraging players to wear proper equipment, e.g., protective cups and supporters, during practices and games.
- Promoting and providing all players with a positive Little League experience.
- The manager is ultimately responsible for the actions of the coaches.

Preseason Responsibilities

Once managers and coaches are selected, they should complete the mandatory online safety training courses required by the state of California, sending the PDF certificates of completion to PLL Safety Officer:

1. Online Concussion Training, through CDC Heads Up:
<https://www.cdc.gov/headsup/youthsports/training/index/html>
2. Sudden Cardiac Arrest (SCA) Prevention Training, via Eric Paredes Save a Life Foundation:
<https://epsavealife.org/sca-prevention-training/>
3. Abuse Awareness Training, through Little League International
<https://www.littleleague.org/university/articles/abuse-awareness-training-course/>
 - Login to Training Portal or Create an Account with Little League University
4. **Little League® Diamond Leader Training *only needs to be done once.**

Managers/coaches must attend PLL's mandatory coach's clinic/safety meeting or a District 54 first aid/safety training conducted by PLL or other outside agencies, such as District 54. A copy of the meeting will be posted on PLL's website.

Before the season begins, the manager should hold a team meeting with parents. Many issues are easily avoided with a good preseason parent meeting where the manager clearly states expectations for players and parents and provides for a brief question and answer time.

Season Play

Managers and coaches should check the team equipment regularly and encourage players to respect the equipment that is issued.

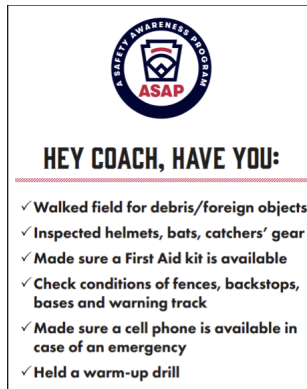
- Only Little League approved equipment will be used during practices/games.
- Only official Little League balls will be used during practices and games.
- All helmets must meet NOCSAE specifications and standards.
- For safety, all helmets must fit properly.
- USABat Standard bats must be used in the Little League Major Baseball Division and below.
- Bats with dents, or that are fractured in any way, must be discarded.
- All catcher's masks must have a "dangling" type throat protector and helmet. These must be worn during games, practices and while a pitcher is warming up. **No Exceptions.**
- Replace damaged equipment immediately by notifying the PLL Equipment Coordinator.

Pre-Practice and Game Responsibilities

Before the game, Managers are expected to walk the field, check conditions of equipment, ensure players are in proper uniform, shoes and wearing protective cups, and make sure there is a first aid kit.

Responsibilities During the Game

- Be organized and encourage everyone to be safe and wear the proper equipment.
- Catchers must have a dangling-type throat protector and protective cup. **NO EXCEPTIONS.**
- Ensure all equipment returns to the dugout when your team is at bat.



- Observe and enforce the **No On-Deck Rule** for batters and always keep all players in the dugout and behind the fence. There should be **NO BATS IN HANDS inside the dugout. NO EXCEPTIONS.**
- Attend to injured players promptly.

Post-Game Responsibilities

- Ensure players perform a brief cool down, including a light jog and appropriate stretching.
- Ensure all equipment is returned to the shed, the shed is closed and locked, and the field is in the same or better shape than the way you found it.
- Managers should not leave the field until all players have been picked up.
- Managers must notify parents/guardians if their child has been injured, even if the incident was mild or seems insignificant.
- Notify the PLL Safety Officer of any injuries that occurred via PLL injury reporting procedures noted above.

Fundamentals Training

Per Little League requirements, PLL managers and coaches need to attend a safety clinic each year at least one manager/coach from each team must attend. Date will be given once Managers/coaches are assigned to teams.

Warming Up / Stretching

Proper conditioning and warm-up are essential to reduce the risk of injury. It is vital that each manager/coach develop a practice plan that begins with a baseball-specific warm-up and integrates baseball-specific conditioning throughout the season. Warming up before activity prepares the body mentally and physically for the activity.

Equipment

Josh Katzman is the Equipment Coordinator for PLL and is a member of the PLL Board of Directors and can be reached at jkatzman78@hotmail.com. The Equipment Coordinator's responsibilities include (but are not limited to):

- Inspecting all equipment before the season starts and ordering new equipment as needed and approved by the Board.
- In season, address any equipment issues as they arise. Each manager is required to inspect their team's equipment upon initial receipt of the equipment as well as before each practice and game. Any dented bats, cracked helmets, worn batting tees, or worn catcher's equipment shall be removed from the equipment bag and brought to the attention of the Equipment Coordinator for discard and replacement.
- Inventory all equipment prior to distribution for the season and after the equipment return at end of season. A sample inventory sheet can be found in Appendix I.
- Managers and coaches are instructed to contact the equipment coordinator directly for new/replacement equipment and baseballs.

Equipment Checkout and Return

At the start of every Little League season, every team manager issued equipment will be required to sign-out their team equipment. It will be the responsibility of every manager/coach to maintain their team's equipment during the season. With this, comes the responsibility of teaching players to respect the equipment. If at any time during the season a problem arises with the equipment (i.e., broken helmet or catchers gear), please notify the Equipment Coordinator as soon as possible for replacement. Once the season has ended, a date will be set for equipment return. Prior to returning the equipment, all managers/coaches shall clean out their equipment bag and have it ready to turn in at the specified date set by the Equipment Coordinator. A sample checkout sheet is shown in Appendix J.

PLL Fields & Facility Survey

Keith Rose is the Field Coordinator for PLL and is a member of the PLL Board of Directors and can be reached at keithrose327@gmail.com.

All PLL fields are provided and maintained by Cameron Park CSD, Buckeye USD or Rescue USD. The fields used by all divisions, which include T-Ball, A, AA, AAA, Major, 50/70, Juniors and Seniors divisions.

An extensive review of our fields is completed annually to assess them for repairs and improvements.

Field Inspections

Managers and coaches are expected to walk the field before each practice and game. Umpires are required to inspect the field before each game. If any issues are found with the field, they are to be promptly reported to the Field Coordinator of PLL.

Rasmussen East Field conditions is as follow:

Infield- Fair condition
 Outfield- Good condition (saturated after storms)
 Dugouts- Poor
 Benches need replacement.
 Backstop- Poor condition.
 Gaps in the chain-link
 Foul ball nets need attention.

Future improvements are as follows: Partner with Cameron Park CSD to make improvements on fields, new infield mix, grass, drainage, etc.

Rasmussen West Field condition is as follows:

Infield- Poor condition
Exposed original ground.
Uneven surfaces
Erosion
Home plate area needs to be re-done.
Outfield- Good condition (saturated after storms)
Dugouts- Poor
Benches need replacement.
Not ada compliant for challenger league
Backstop- Poor condition.
Gaps in the chain-link
Foul ball nets need attention.

Future improvements are as follows: Partner with Cameron Park CSD to make improvements on fields, new infield mix, grass, drainage, etc.

Camerado AA Field condition is as follows:

Infield- Fair
Recently had contractor re condition field
Weeds encroaching on infield from outfield Infield- Poor condition
Outfield- Poor
Rodents have caused holes in turf (potential hazard)
Dugouts- Fair (no comments)
Backstop- Poor condition.
Gaps in the chain-link

Camerado A Field condition is as follows:

Infield- Fair
Recently had contractor re condition field
Weeds encroaching on infield from outfield Infield- Poor condition.
Outfield- Poor
Rodents have caused holes in turf (potential hazard)
Dugouts- Fair (no comments)
Backstop- Poor condition.
Gaps in the chain-link

Future improvements are as follows: coordinate with the School District to make improvements on fields, and structures.

Camerado T-ball Field condition is as follows:

Infield- Fair

Recently had contractor re condition field
Weeds encroaching on infield from outfield Infield- Poor condition.
Trench drain has become ineffective.
Outfield- Poor
Rodents have caused holes in turf (potential hazard)
Dugouts- Fair (no comments)
Backstop- Good
Recently install new back stop

Future improvements are as follows: coordinate with the School District to make improvements on fields, and structures

Christa McCauliffe T-ball Field condition is as follows:

Infield- Fair- (No comments)
Outfield- Poor- (No comments)
Dugouts- Fair (no comment)
Backstop- Good

Dave West Field condition is as follows:

Infield- Fair
Recently had contractor re condition field
Broken irrigation
Standing water on 3rd base dugout near shed
Un-even playing surface at lip of infield.
Outfield- Good
Heavily saturated on Left Field area due to poor drainage
Dugouts- Fair
Helmet boxes need replacement.

Backstop- Poor condition.
Chain-link could be addressed with minimal areas of concern.
Snack Bar-Fair
Rodent issues
Drainage behind structure needs attention

Future improvements are as follows: Partner with Cameron Park CSD to make improvements on fields, new infield mix, grass, drainage, etc.

Rescue School Field condition is as follows:

Infield- Poor condition
Small rocks in field due to run-off from parking lot
Needs to be re-skinned.
Outfield- Poor condition

Uneven playing surface
Dugouts- Poor condition
Needs to be replaced.
Backstop- Poor condition.
Boards need to be replaced.

Future improvements are as follows: coordinate with the School District to make improvements on fields, new infield mix, grass, drainage, etc.

Green Valley School (Practice Field) condition is as follows:

Infield- Fair- (No Comments)
Outfield- Poor- (No Comments)
Dugouts-
Needs attention (limited seating)

Backstop- Poor condition.
Boards all need to be replaced.

Future improvements are as follows: coordinate with school to make improvements on fields, new infield mix, grass, etc.

Ponderosa Little League Field Locations

- Christa McAuliffe Park 2400 Merrychase Drive, Cameron Park, Ca
- Camerado Springs Middle School 2480 Merrychase Drive, Cameron Park, Ca
- Dave West 4220 Crazy Horse Road, Cameron Park, Ca
- Green Valley Elementary School 2390 Bass Lake Road, Rescue, Ca
- Rasmussen Park 3610 Mira Loma Drive, Cameron Park, Ca

There's an East and West Field. The East Field is on the far left as you enter the driveway, the West Field is closest to the driveway entrance

- Rescue Elementary School 3880 Green Valley Road, Cameron Park, Ca

First Aid Kits

Kits are located at each field's shed or equipment lock box and at each Snack Bar. Basic first aid kit contains:

- Adhesive bandages
- Gauze pads
- Gauze wrap
- Nitrile gloves
- Instant cold packs
- Bacitracin packets

- Antiseptic wipes
- Sting relief wipes
- Eye pad
- Gauze, non-adherent
- Sterile gauze pads
- Self-adherent wrap
- Paper tape, 1-inch

Please note that ice packs are to be used for injuries ONLY and NOT for icing down a pitcher's arm after they have pitched in a game. If a pitcher's arm is to be iced down after they have thrown, then it is up to that team's Manager/Coach to provide the ice. It is recommended that a small cooler be brought to the field for this purpose.

If first aid supplies are used/needed from shed first aid bins, Managers please notify the PLL Safety Officer to restock the items used by scanning the QR code on the first aid kit bin.

Team Folders

Per Little League policy, managers must have player medical release forms with them at all practices and games.

Snack Bar

Jill GEROW is the Snack bar Coordinator for PLL and is a member of the PLL Board of Directors and can be reached at jillgerow4@gmail.com. The Snack Bar Coordinator is responsible for ordering and stocking snack bar items and working with the Volunteer Coordinator to arrange volunteer shifts for snack bar sales. Snack bar rules and safety tips are listed in Appendix L.

Enforcement of Little League Rules

The rules of any game exist to keep players safe. **Per our Codes of Conduct, PLL expects all league members to always follow Little League rules.** ALL Managers and Coaches should familiarize themselves with 2025 Little League Rules. Managers and coaches will enforce the rules at all practices and games. Finally, please remember to follow these important rules:

- Players are not allowed to have bats in hand while in the dugout.
- Managers are responsible for ensuring players are properly equipped.
- Catchers must wear a throat protector regardless of type of mask worn.
- Batting helmets must have a non-glare surface and cannot be mirror-like in nature (Rule 1.16).
- All fields shall be equipped with breakaway bases per Little League requirements.
- Managers and coaches are NOT allowed to sit on buckets outside of the dugout during games. Managers and coaches should remain in the dugout during play unless they are designated base coaches. (applies to AAA and above)

Weather Procedures

Managers are responsible for checking weather conditions ahead of practices and games. If weather conditions become unsafe, managers and umpires should be quick to postpone a game or practice.

Thunder and Lightning

Baseball fields are big, open spaces with lots of metal structures that are susceptible to potential lightning strikes. A lightning strike can occur from up to 10 miles away, which means it could happen even before storm clouds are visible.

"If you hear it, clear it; if you see it, flee it."

The only way to prepare for thunderstorms is to monitor the weather. If a storm should arrive, make sure everyone heads for an enclosed space, such as their vehicles. Structures without walls and dugouts are NOT safe places. Wait at least 30 minutes after the storm clears before resuming activities, being sure to monitor the weather.

Heat/Smoke

Excessive Heat & Unhealthy Air Quality

PLL has adopted the following policies regarding excessively warm temperatures and unhealthy air quality events.

All Managers and Coaches must adhere to the below policies using information available no later than 1 hour prior to the scheduled activity (including early arrival times for games days). The league reserves the right to make league-wide decisions that override or modify guidelines in working with local, state, or national health organizations to ensure the safety of our youth athletes.

Heat Policy:

Using the temperature as reported on www.weather.gov for the zip code of the location for the activity (practice, game or event), the following guidelines will be followed to help prevent health risks associated with heat illness:

1. If the temperature is 105F or higher, all activities are canceled for safety reasons.
2. If the temperature is 100-104F, the following modifications will be observed:
 - a. 4-5 min water breaks in the shade every 15 mins
 - b. Suggest limiting activity to 1 hour (for non-game related activities)
 - c. No heavy exertion activities (e.g. sprinting, base running, etc.)
 - d. Consider allowing shorts instead of full practice gear
3. If the temperature is below 100F, normal activities can be held.

All adults present (managers, coaches, parents, etc.) are responsible for monitoring players for signs of heat illness, such as weakness, fatigue, dizziness, nausea, and/or headache. If a player is exhibiting any sign(s) of heat illness they should be immediately removed from any activity, brought to the shade, cooled, and hydrated with water. If in doubt, enact emergency procedures and call 911.

Parents/families are always encouraged to keep their children home from practices and/or games if they are uncomfortable with them participating based on weather conditions.

Air Quality Policy:

Using the air quality index (AQI) as reported on www.purpleair.com for the zip code and closest available AQI reading of the location for the activity (practice, game or event), the following guidelines will be followed to help prevent health risks associated with poor air quality:

1. If the AQI level is 150 or higher, all activities are canceled for safety reasons.
2. If the AQI level is 100-149, PLL activities may be adjusted, postponed, or canceled based on local conditions and the age of players involved. Managers should consult with Division Coordinators who will be in contact with the President, VP of Operations, and Safety Officer.
3. If the AQI level is below 100, normal activities can be held.

Managers, coaches, and parents/families will always have the full support of the league to act in the best interest of their players. The safety of all youth players is the top priority. If the air quality is in doubt, managers and coaches should work with Division Coordinators or League officials to cancel/reschedule the activity.

Parents/families are always encouraged to keep their children home from practices and/or games if they are uncomfortable with them participating based on air quality conditions.

During tournament season, the District Administrator will notify managers when games will be canceled due to inclement weather.


Wildlife on the Field

Managers/coaches and umpires are required to inspect the field before every practice/game, and to report any safety issues to the PLL Safety Officer (safetyofficer@pondolittleleague.com). In the case of potentially dangerous wildlife on the field, please do not approach the animal or attempt to remove it yourself. Please observe the following steps to keep everyone safe, and ONLY allow play to begin/resume when the threat has been removed. Safety First!

Appendix A	Allergic Reactions, Anaphylaxis, and EpiPen Administration Instructions
Appendix B	Parent/Athlete Concussion Information
Appendix C	Sudden Cardiac Arrest Prevention Information
Appendix D	PLL Injury Reporting Form (Google form)
Appendix E	Incident/Injury Tracking Report Form
Appendix F	Little League Accident Notification Form
Appendix G	Volunteer Form (New and Returning Volunteers)
Appendix H	Little League Medical Release Form
Appendix I	PLL Sample Equipment Inventory Sheet
Appendix J	PLL Equipment Sign-Out / Return Form
Appendix K	Concussion: Signs, Symptoms and Action Plan
Appendix L	Concession Stand Rules and Safety Tips
Appendix M	References, Links and Websites

Appendix A - Allergic Reactions, Anaphylaxis, and EpiPen Administration Instructions


<https://www.wikihow.com/Use-an-EpiPen>



1 **Identifying The Symptoms Of Anaphylaxis**

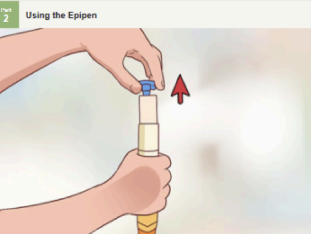
Anaphylaxis can occur when a person is accidentally exposed to a known allergen, but it also can occur when a person is exposed to an allergen for the first time. It is also possible to become sensitized to an allergen, that is, to develop allergies to things that previously did not cause a reaction. In some cases the reaction can be so severe it can be life threatening. Look for the following symptoms:^[1]

- Flushing of the skin
- Rash on the body
- Swelling of the throat and mouth
- Difficulty swallowing and speaking
- Severe asthma
- Abdominal pain
- Nausea and vomiting
- Drop in blood pressure
- Confusion and unconsciousness
- Confusion, dizziness or an "upending sense of doom"



3 **Call emergency services.** Even if the person feels fine after injecting epinephrine/adrenaline, it's still imperative to have professional help as soon as possible. The EpiPen will only last for as long as it takes emergency services to reach you.


- Always have your country's emergency number on your phone. In the U.S. and Canada, the emergency number is 911. In the UK, 999 is the main emergency number. In Australia, dial Triple Zero (000).^[2]
- Tell the operator your location before anything else, so help can be sent immediately.
- Describe the condition and the emergency to the operator.



2 **Using the EpiPen**

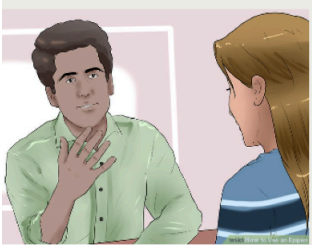
1 **Hold the EpiPen firmly with your flat in the middle.** Do not put any part of your hand over either end to avoid an accidental trigger. An EpiPen is a single-use device; once it's triggered it cannot be reused.

- Avoid placing your finger over either end to avoid accidentally triggering the device.
- Pull off the blue activation cap (opposite end from the orange tip that holds the needle).^[3]



3 **Remove the EpiPen.** Remove the unit and massage the injection area for 10 seconds.

- Check the tip. The orange needle cover should automatically cover the injection needle once the EpiPen is removed from the thigh.




2 **Ask the person if they need help to use their EpiPen.** Anaphylaxis is considered a "treat fast" emergency. If the person knows they need an injection and can inject themselves, ensure they do so before calling emergency services. If they need you to inject them, the instructions for the EpiPen are printed on the side of the device.

Write With Confidence


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4 **Check for a medical ID necklace or bracelet.** If you suspect a case of anaphylaxis in someone else, look for a necklace or bracelet. People suffering from severe allergies usually carry those in case of an accident.^[4]

- These necklaces and bracelets detail the condition and give additional information on health.
- They usually bear a Red Cross sign or other easily recognizable visual clues.
- If you suffer from severe allergies, always carry the instructions with the EpiPen. That way, if you are incapacitated and someone else has to administer it, they'll know what to do.
- Don't give the EpiPen to someone suffering from a heart condition unless they have their own based on a doctor's prescription.^[5]




2 **Inject into the mid-outer thigh.** Place the orange tip against the thigh and push firmly. There should be a click once the needle has entered the thigh.^[6]

- Hold for several seconds.
- Do not inject in any other place than the thigh. Accidental intravenous injections of adrenaline can lead to death.^[7]

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1) Enter a Name and Select a State 2) View Public Records Instantly!

[TryProzor](#)



4 **Prepare for possible side effects.** When you give a person an EpiPen, it may cause them to feel panicked or paranoid, and can also cause their body to shake uncontrollably. This is NOT a seizure.^[8]

- The shaking will subside over the next few minutes or hours. Don't freak out; just try to be calm and reassuring. Your calm will help to settle the person.

Appendix B - Parent/Athlete Concussion Information

Concussion INFORMATION SHEET

This sheet has information to help protect your children or teens from concussion or other serious brain injury. Use this information at your children's or teens' games and practices to learn how to spot a concussion and what to do if a concussion occurs.

What Is a Concussion?

A concussion is a type of traumatic brain injury—or TBI—caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move quickly back and forth. This fast movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging the brain cells.

How Can I Help Keep My Children or Teens Safe?

Sports are a great way for children and teens to stay healthy and can help them do well in school. To help lower your children's or teens' chances of getting a concussion or other serious brain injury, you should:

- Help create a culture of safety for the team.
 - Work with your coach to teach ways to lower the chances of getting a concussion.
 - Talk with your children or teens about concussion and ask if they have concerns about reporting a concussion. Talk with them about their concerns; emphasize the importance of reporting concussions and taking time to recover from one.
 - Ensure that they follow their coach's rules for safety and the rules of the sport.
 - Tell your children or teens that you expect them to practice good sportsmanship at all times.
- When appropriate for the sport or activity, teach your children or teens that they must wear a helmet to lower the chances of the most serious types of brain or head injury. However, there is no "concussion-proof" helmet. So, even with a helmet, it is important for children and teens to avoid hits to the head.

Talk with your children and teens about concussion. Tell them to report their concussion symptoms to you and their coach right away. Some children and teens think concussions aren't serious, or worry that if they report a concussion they will lose their position on the team or look weak. Be sure to remind them that *it's better to miss one game than the whole season.*

CONCUSSIONS AFFECT EACH CHILD AND TEEN DIFFERENTLY.

While most children and teens with a concussion feel better within a couple of weeks, some will have symptoms for months or longer. Talk with your children's or teens' healthcare provider if their concussion symptoms do not go away, or if they get worse after they return to their regular activities.

What Are Some More Serious Danger Signs to Look Out For?

In rare cases, a dangerous collection of blood (hematoma) may form on the brain after a bump, blow, or jolt to the head or body and can squeeze the brain against the skull. Call 9-1-1 or take your child or teen to the emergency department right away if, after a bump, blow, or jolt to the head or body, he or she has one or more of these danger signs:

- One pupil larger than the other
- Drowsiness or inability to wake up
- A headache that gets worse and does not go away
- Slurred speech, weakness, numbness, or decreased coordination
- Repeated vomiting or nausea, convulsions or seizures (shaking or twitching)
- Unusual behavior, increased confusion, restlessness, or agitation
- Loss of consciousness (passed out/knocked out). Even a brief loss of consciousness should be taken seriously

What Should I Do If My Child or Teen Has a Possible Concussion?

As a parent, if you think your child or teen may have a concussion, you should:

- Remove your child or teen from play.
- Keep your child or teen out of play the day of the injury. Your child or teen should be seen by a healthcare provider and only return to play with permission from a healthcare provider who is experienced in evaluating for concussion.
- Ask your child's or teen's healthcare provider for written instructions on helping your child or teen return to school. You can give the instructions to your child's or teen's school nurse and teacher(s) and return-to-play instructions to the coach and/or athletic trainer.

Do not try to judge the severity of the injury yourself. Only a healthcare provider should assess a child or teen for a possible concussion. Concussion signs and symptoms often show up soon after the injury. But you may not know how serious the concussion is at first, and some symptoms may not show up for hours or days.

The brain needs time to heal after a concussion. A child's or teen's return to school and sports should be a gradual process that is carefully managed and monitored by a healthcare provider.

To learn more, go to cdc.gov/HEADSUP

Appendix C - Sudden Cardiac Arrest Prevention Information

A Fact Sheet for Youth Sports Parents



This sheet has information to help protect your children or teens from Sudden Cardiac Arrest

Why do heart conditions that put kids at risk go undetected?

While a youth may display no warning signs of a heart condition, studies do show that symptoms are typically present but go unrecognized, unreported, missed or misdiagnosed.

- Symptoms can be misinterpreted as typical in active youth
- Fainting is often mistakenly attributed to stress, heat, or lack of food or water
- Youth experiencing symptoms regularly don't recognize them as unusual—it's normal
- Symptoms are not shared with an adult because youth are embarrassed they can't keep up
- Youth mistakenly think they're out of shape and just need to train harder
- Youth (or their parents) don't want to jeopardize playing time
- Youth ignore symptoms thinking they'll just go away
- Adults assume youth are OK and just "check the box" on health forms without asking them
- Medical practitioners and parents alike often miss warning signs
- Families don't know or don't report heart health history or warning signs to their medical practitioner
- Well-child exams and sports physicals do not check for conditions that can put youth at risk
- Stethoscopes are not a comprehensive diagnostic test for heart conditions

Protect Your Kid's Heart

Educate yourself about sudden cardiac arrest, talk with your kids about warning signs, and create a culture of prevention in your youth's sports organization.

- Know the warning signs
- Document your family's heart health history as some conditions can be inherited
- If symptoms/risk factors present, ask your doctor for follow-up heart/genetic testing
- Don't just "check the box" on health history forms—ask your youth how they feel
- Take a cardiac risk assessment with your youth each season
- Encourage youth to speak up if any of the symptoms are present
- Check in with your coach to see if they've noticed any warning signs
- Active youth should be shaping up, not breaking down
- As a parent on the sidelines, know the cardiac chain of survival
- Be sure your school and sports organizations comply with state law to have administrators, coaches and officials trained to respond to a cardiac emergency
- Help fund an onsite AED

What happens if my child has warning signs or risk factors?

- State law requires youth who faint or exhibit other cardio-related symptoms to be re-evaluated by a licensed medical practitioner.
- Ask your health care provider for diagnostic or genetic testing to rule out a possible heart condition.
- Electrocardiograms (ECG or EKG) record the electrical activity of the heart. ECGs have been shown to detect a majority of heart conditions more effectively than physical and health history alone. Echocardiograms (ECHO) capture a live picture of the heart.
- Your youth should be seen by a health care provider who is experienced in evaluating cardiovascular (heart) conditions.
- Follow your providers instructions for recommended activity limitations until testing is complete.

What if my youth is diagnosed with a heart condition that puts them at risk?

There are many precautionary steps that can be taken to prevent the onset of SCA including activity modifications, medication, surgical treatments, or implanting a pacemaker and/or implantable cardioverter defibrillator (ICD). Your practitioner should discuss the treatment options with you and any recommended activity modifications while undergoing treatment. In many cases, the abnormality can be corrected and youth can return to normal activity.

What is Sudden Cardiac Arrest? Sudden Cardiac Arrest (SCA) is a life-threatening emergency that occurs when the heart suddenly stops beating. It strikes people of all ages who may seem to be healthy, even children and teens. When SCA happens, the person collapses and doesn't respond or breathe normally. They may gasp or shake as if having a seizure, but their heart has stopped. SCA leads to death in minutes if the person does not get help right away. Survival depends on people nearby calling 911, starting CPR, and using an automated external defibrillator (AED) as soon as possible.

What CAUSES SCA?

SCA occurs because of a malfunction in the heart's electrical system or structure. The malfunction is caused by an abnormality the person is born with, and may have inherited, or a condition that develops as they grow. A virus in the heart or a heart issue to the chest can also cause a malfunction that can lead to SCA.

How COMMON is SCA?

As a leading cause of death in the U.S., most people are surprised to learn that SCA is also the #1 killer of student athletes and the leading cause of death on school campuses. Studies show that 1 in 300 youth has an undetected heart condition that puts them at risk.

Factors That Increase the Risk of SCA

- Family history of known heart abnormalities or sudden death before age 50
- Specific family history of long QT Syndrome, Brugada Syndrome, Hypertrophic Cardiomyopathy or Arrhythmogenic Right Ventricular Dysplasia (ARVD)
- Family members with known undetected heart conditions, including or near drowning or an accident
- Family members with known structural heart abnormalities, repaired or unrepaired
- Use of drugs, such as cocaine, inhalants, "recreational" drugs, excessive energy drinks, diet pills or performance enhancing supplements

Cardiac Chain of Survival

Their life depends on your quick action! CPR can triple the chance of survival. Start immediately and use the onsite AED.



Keep Their Heart In The Game.org

FAINTING IS THE #1 SYMPTOM OF A HEART CONDITION

RECOGNIZE THE WARNING SIGNS & RISK FACTORS

Ask Your Coach and Consult Your Doctor if These Conditions are Present in Your Youth

Potential Indicators That SCA May Occur

- Fainting or seizure, especially during or right after exercise
- Fainting repeatedly or with exertion or stress
- Excessive shortness of breath during exercise
- Racing or fluttering heart palpitations or irregular heartbeat
- Repeated dizziness or lightheadedness
- Chest pain or discomfort with exertion
- Excessive, unexpected fatigue during or after exercise

A Fact Sheet for Youth Sports Parents



This sheet has information to help protect your children or teens from Sudden Cardiac Arrest

To learn more, go to KeepTheirHeartInTheGame.org

Get free tools to help create a culture of prevention at home, in school, on the field and at the doctor's office. Discuss the warning signs of a possible heart condition with your child or teen and have each person sign below.

Keep the fact sheet visible at your child's games and practices to help remind them from Sudden Cardiac Arrest.

Parent or legal guardian of youth who has read this fact sheet and discussed with their youth and agreed to what to do if they experience any warning signs, and that they will not allow their youth to participate in any sports or activities if they have any warning signs.

Signature of parent or legal guardian: _____ Date: _____

While missing a game may be inconvenient, it would be a tragedy to lose a young athlete because warning signs were unrecognized or because sports organizations were not prepared to respond to a cardiac emergency.

Keep Their Heart In The Game!

Appendix D - PLL Injury Reporting Form (Google form)

https://docs.google.com/forms/d/e/1FAIpQLScCgJ4pJizsZ0J5gMXnN6YMLsX-kGJbvdXMEJQ4W_OmjTzGFA/viewform

PLL Injury Reporting Form

All managers are to report an injury. This is only for serious injury that requires intervention, such as when ES (emergency services), concussions, heat stroke, etc are present. Not scrapes and hit by pitches. Please complete the short form below. The Safety Officer will contact the parent/guardian or the adult involved, complete the injury tracking form, determine if further action is needed (physicians note to return to play etc.) and communicate the results of this conversation to you.
Thank you for helping the PLL.

Amanda Placke - Safety Officer

amandaplacke@gmail.com [Switch account](#)

* Required

Email *

Your email

Your Name (First and Last) *

Your answer

Your email *

Your answer

Where did the incident occur (field name/location) *

Your answer

Injured person's contact number (parent/guardian) *

Your answer

Brief description of injury (or near miss) *

Your answer

Please fill out this field.

Submit

Clear form

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Google Forms

Your Phone Number *

Your answer

Incident Date *

Date

mm/dd/yyyy

Name of injured person *

Your answer

Injured person is *

☐ Child

☐ Adult Volunteer

☐ Spectator

☐ Other:

Time the Incident occurred *

Time

: AM

Appendix E - Incident/Injury Tracking Report Form

<https://www.littleleague.org/downloads/incident-injury-tracking-form/>


Appendix F - Little League Accident Notification Form

<https://www.littleleague.org/downloads/accident-claim-form/>

Appendix G - Little League Volunteer Form (New and Returning Volunteers)

<https://www.littleleague.org/downloads/volunteer-application/>

Appendix H - Little League Medical Release Form

 **LITTLE LEAGUE® BASEBALL AND SOFTBALL MEDICAL RELEASE**

NOTE: To be carried by any Regular Season or Tournament Team Manager together with team roster or International Tournament Affidavit.

Player: _____ Date of Birth: _____ Gender (M/F): _____

Parent(s)/Legal Guardian Name: _____ Relationship: _____

Parent(s)/Legal Guardian Name: _____ Relationship: _____

Player's Address: _____ City: _____ State/Country: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Mobile Phone: _____

PARENT OR LEGAL GUARDIAN AUTHORIZATION: _____ Email: _____

In case of emergency, if family physician cannot be reached, I hereby authorize my child to be treated by Certified Emergency Personnel (i.e. EMT, First Responder, E.R. Physician).

Family Physician: _____ Phone: _____

Address: _____ City: _____ State/Country: _____

Hospital Preference: _____

Parent Insurance Co.: _____ Policy No.: _____ Group ID#: _____

League Insurance Co.: _____ Policy No.: _____ League/Group ID#: _____

If Parent(s)/Legal Guardian cannot be reached in case of emergency, contact:

Name: _____ Phone: _____ Relationship to Player: _____

Name: _____ Phone: _____ Relationship to Player: _____

Please list any allergies/medical problems, including those requiring maintenance medication (i.e. Diabetic, Asthma, Seizure Disorder).

Medical Diagnosis	Medication	Dosage	Frequency of Dosage

Date of last Tetanus Toxoid Booster: _____

The purpose of the above listed information is to ensure that medical personnel have details of any medical problem which may interfere with or alter treatment.

Mr./Mrs./Ms. _____ Authorized Parent/Legal Guardian Signature _____ Date: _____

FOR LEAGUE USE ONLY:

League Name: _____ League ID: _____

Division: _____ Team: _____ Date: _____

WARNING: PROTECTIVE EQUIPMENT CANNOT PREVENT ALL INJURIES A PLAYER MIGHT RECEIVE WHILE PARTICIPATING IN BASEBALL/SOFTBALL.

Little League does not limit participation in its activities on the basis of disability, race, color, creed, national origin, gender, sexual preference or religious preference.

Appendix I- PLL Sample Equipment Inventory Sheet

PLL Equipment sheet 2025

	A	B	C	D	E	F	G
1	T-Ball	A	AA	AAA	Majors	50/70	Juniors
2	2 boxes of balls (LC1)	3 boxes of balls (LC5)	2 boxes of practice balls	2 boxes of practice balls	2 boxes of practice balls	2 boxes of practice balls	2 boxes of practice balls
3	1 set of catchers gear (6-8)	1 set of catchers gear (6-8)	2 boxes of game balls	2 boxes of game balls	2 boxes of game balls	2 boxes of game balls	2 boxes of game balls
4	1 bucket w/ lid	1 bucket w/ lid	1 bucket w/ lid	1 bucket w/ lid	1 bucket w/ lid	1 bucket w/ lid	1 bucket w/ lid
5	1 batting helmet	1 batting helmet	1 batting helmet	1 batting helmet	1 batting helmet	Pitch Counter	Pitch Counter
6	1 T-Ball Bat	Bucket w/ 18 wiffle balls	1 set of catchers gear (7-9)	1 set of catchers gear (7-9)	1 set of catchers gear (9-12)	Line-up Cards	Line-up Cards
7	Bucket w/ 18 wiffle balls	Pop-up Net	Pitch Counter	Pitch Counter	Pitch Counter	Bucket w/ 18 wiffle balls	Bucket w/ 18 wiffle balls
8	Pop-up Net	1 Hitting Tee	Bucket w/ 18 wiffle balls	Line-up Cards	Line-up Cards	1 Hitting Tee	1 Hitting Tee
9	1 Hitting Tee		1 Hitting Tee	Bucket w/ 18 wiffle balls	Bucket w/ 18 wiffle balls	Pop-up Net	Pop-up Net
10			Pop-up Net	1 Hitting Tee	1 Hitting Tee		
11				Pop-up Net	Pop-up Net		
12				2nd set of catcher's gear (7-9)	2nd set of catcher's gear (7-9)		
13							
14	INCLUDED	\$200 Replacement Cost					
15	OPTIONAL	Individual Replacement Cost					
16	Bucket w/ 18 wiffle balls	\$25					
17	1 Hitting Tee	\$50					
18	Pop-up Net	\$65					
19	2nd set of catcher's gear	\$150					
20							

Appendix J - PLL Equipment Sign-Out / Return Form (NEED NEW FOR WITH NEW VP NAME)



Ponderosa Little League Equipment Agreement

I, _____ acknowledge receipt of the equipment listed below from Ponderosa Little League. I agree to take proper care of, and return the equipment when the season is over.

Equipment	Coaches Initials	Replacement Cost
Practice Balls		\$200 Replacement Cost
Game Balls		
Bucket w/ Lid		
Batting Helmet		
Catcher's Gear		
Pitch Counter		
Line-up Card		
Bucket w/ 18 Wiffle Balls		\$25
Hitting Tee		\$50
Pop-Up Net		\$65
2nd set of Catcher's Gear		\$150

In accordance with Ponderosa Little League Bylaws, I agree to pay a replacement fee (charged to my league account) if the equipment noted on this form is not returned to the league within 4 weeks following the conclusion of the season.

Signature: _____

Date: _____

Phone: _____

Email: _____

Division: _____

If you have any questions or concerns please contact any of the people below:

Ponderosa Little League: info@pondolittleleague.com
 Equipment Coordinator – Josh Katzman: jkatzman78@hotmail.com
 Vice President – Danny Gerard: vp@pondolittleleague.com
 President – Chuck Modzelewski: president@pondolittleleague.com

Appendix K – Concussion: Signs, Symptoms and Action Plan



SIGNS AND SYMPTOMS

Athletes who experience one or more of the signs or symptoms listed below after a bump, blow, or jolt to the head or body may have a concussion.

› SIGNS OBSERVED BY COACHING STAFF

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or fall

› SYMPTOMS REPORTED BY ATHLETE

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not "feeling right" or is "feeling down"



ACTION PLAN

As a coach, if you think an athlete may have a concussion, you should:

1. **Remove the athlete** from play.
2. **Keep an athlete with a possible concussion out of play on the same day of the injury and until cleared by a health care provider.** Do not try to judge the severity of the injury yourself. Only a health care provider should assess an athlete for a possible concussion.
3. **Record and share information about the injury,** such as how it happened and the athlete's symptoms, to help a health care provider assess the athlete.
4. **Inform the athlete's parent(s) or guardian(s)** about the possible concussion and refer them to CDC's website for concussion information.
5. **Ask for written instructions from the athlete's health care provider** about the steps you should take to help the athlete safely return to play. Before returning to play an athlete should:
 - › Be back to doing their regular school activities.
 - › Not have any symptoms from the injury when doing normal activities.
 - › Have the green-light from their health care provider to begin the return to play process.

IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.



For more information and to order additional materials **free-of-charge**, visit: www.cdc.gov/HEADSUP.

You can also download the CDC HEADS UP app to get concussion information at your fingertips. Just scan the QR code pictured at left with your smartphone.



Centers for Disease Control and Prevention
National Center for Injury Prevention and Control

The information provided in this document or through linkages to other sites is not a substitute for medical or professional care. Questions about diagnosis and treatment for concussion should be directed to a physician or other health care provider.

Appendix L - Snack Bar Rules and Safety Tips

Snack Bar Rules

1. Adult supervision must always be in effect.
2. Only adults (18 years of age or older) can operate or be near the grill.
3. Outdoor grills will be placed in an area away from spectators.
4. All volunteers will wash their hands on a regular basis. (Hand Sanitizer available)
5. Un-wrapped food must be handled with paper towels or plastic wrap.
6. No glass containers of any type will be sold at the concession stand.
7. Everything must be cleaned up and put away at the end of each shift.
8. A complete First-aid Kit will be kept in the concession stand.
9. A fire extinguisher shall be kept in the concession stand for emergency use.
10. A list of emergency phone numbers will be posted in the concession stand.
11. No person under the age of 15 will be allowed to handle registers or mobile payment services (i.e. Square, Venmo, etc.)
12. No child under the age of 13 will be allowed to work or volunteer in the snack bar

Concession Stand Tips

SAFETY FIRST

Requirement 9

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

1. Menu.

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

2. Cooking.

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

3. Reheating.

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

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

4. Cooling and Cold Storage.

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

5. Hand Washing.

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

6. Health and Hygiene.

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

7. Food Handling.

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

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

8. Dishwashing.

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

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

9. Ice.

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

10. Wiping Cloths.

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

11. Insect Control and Waste.

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

12. Food Storage and Cleanliness.

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

13. Set a Minimum Worker Age.

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

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

4 January-February 2004

Appendix M - References, Links and Websites

Concussion Safety: <https://www.cdc.gov/headsup/youthsports/training/index.html>

US Center for Safe Sport (Abuse Awareness for Adults):

<https://www.littleleague.org/player-safety/child-protection-program/safesport-resources-parents/>

USA Little League Baseball Bats: <https://www.littleleague.org/playing-rules/bat-rules/>

Little League Rulebook App: <https://www.littleleague.org/playing-rules/little-league-rulebook-app/>

California District 54: <https://www.ca54littleleague.com/Default.aspx?tabid=1548924>

Ponderosa Little League: <https://www.pondolittleleague.com/>

Lightning Safety: <https://www.nws.noaa.gov/om/marine/factlightning.pdf>

Snack Bar Tips:

<https://ll-production-uploads.s3.amazonaws.com/uploads/2018/01/09-Concession-Safety.pdf>