



MVLL 2019 SAFETY PLAN

Our Commitment to Safety

Our league publishes a new Safety Plan every year. This plan is distributed to every board member, umpire, manager, coach, team parent, and volunteer before any practices or games take place.

MVLL President: Matt Stone

phone: 760-215-0212

email: prtesidentMVLL@gmail.com

MVLL Safety Officer: Tom Boring

phone: 951-378-1592

email: safetyMVLL@gmail.com

Help us by reporting safety concerns immediately.

PUBLISH PROMINENTLY AT ALL LEAGUE FACILITIES



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



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Our Mission

Menifee Valley Little League is a non-profit organization, run by volunteers from the community who are committed to the children and families we serve. We provide a place for our community’s children to learn the fundamentals of baseball in a safe, supportive, and friendly environment. We are dedicated to helping build good character traits in our players, and demonstrating and teaching honesty, loyalty, courage, respect, and good sportsmanship – in accordance with the goals and precepts of Little League International. We hope that our efforts help our players to be stronger and happier, leaving them with fond memories of playing for Menifee Valley Little League, and a love for the game of baseball.

Our Safety Program’s Mission

Menifee Valley Little League’s implementation of ASAP (<https://www.littleleague.org/player-safety/asap>) aims to maintain a high degree of safety awareness, to ensure that our league is as safe as possible for the players we serve. All sports carry with them an inherent risk of injury, but our safety program seeks to mitigate and reduce that risk as much as possible through the application of the precepts in this safety plan.

This document communicates what is expected from all managers, coaches, players, volunteers, and parents. Behavior that violates the tenants set forth in this document will be treated as misconduct and may result in the application of appropriate corrective action up to, and including, dismissal.

Safety is everyone’s responsibility!

Player Rosters

Menifee Valley Little League will submit all Little League player registration data and/or player rosters to the Little League Data Center (<https://apps.littleleague.org/dc/Account/Login>). This will be done within two weeks of the beginning of our season, once all teams are finalized, by our player agent.



Qualified Safety Plan Requirements Compliance Statement

Our safety plan complies with Little League International’s Qualified Safety Plan Requirements:

1. Menifee Valley Little League’s Safety Officer is Tom Boring (on file with Little League International).
2. Menifee Valley Little League will publish and distribute this safety plan to all board members, managers, coaches, umpires, volunteers, and the District 28 Administrator. This safety plan will also be posted on the Menifee Valley Little League website, <http://www.menifeeValleyLittleLeague.org>.

3. Menifee Valley Little League will post and distribute the emergency and league officer phone numbers below

- Menifee Police Department: for emergencies call 911, for non-emergencies call 951-210-1000
- Menifee Fire Department: for emergencies call 911, for non-emergencies call 951-679-2241
- League President: Matt Stone 760-215-0212 presidentMVLL@gmail.com
- League Vice President: Chad Morse 951-218-4061 managercoordMVLL@gmail.com
- League Player Agent: Melodie Morse 951-746-5319 playeragentMVLL@gmail.com
- League Treasurer: Dane Sanford 801-231-1979 dane.sanford@gmail.com
- League Secretary: Shawna O’Brien 626-437-0506 shawnabaseballmom@gmail.com
- League Safety Officer: Tom Boring 951-378-1592 safetyMVLL@gmail.com
- League Umpire in Chief: Albert Sumaya 951-552-3758 alssports@verizon.net
- League Equipment Manager: Dave Luker 951-483-5697 egopdave@yahoo.com
- League Equipment Manager: Clark “CJ” Bruner 909-270-9835 cjbruner@parkhousetire.com
- League Event Coordinator: Crysta Bicondova 951-316-1135 eventsMVLL@gmail.com
- League Concessions Manager: Troy DeLeon 951-376-6932 deleon_troy@yahoo.com
- League Scheduler: Robert Holman 949-633-7756 mvllscores@yahoo.com

4. Menifee Valley Little League will utilize the Little League “Basic” Volunteer Application for 2019, because we are utilizing JDP’s Quick App for background checks to minimize the exposure of our volunteer’s most sensitive Personally Identifiable Information – their social security number and date of birth. All Menifee Valley Little League board members, managers, coaches, umpires, and volunteers will be required to fill one out and submit it along with a copy of a government-issued photo identification.
5. Menifee Valley Little League will require all managers to complete Coaching Fundamentals training – to include, at a minimum, hitting, sliding, fielding, and pitching. This will be scheduled by our Coaching Coordinator, Chad Morse.



6. Menifee Valley Little League requires all managers – and recommend that all volunteers – complete online, basic first-aid (<https://www.firstaidforfree.com/free-first-aid-course>) and online, pediatric first-aid (<https://www.firstaidforfree.com/pediatric-online-first-aid-course>) courses. Menifee Valley Little League also requires all managers to complete online concussion training (<https://www.cdc.gov/headsup/resources/training.html>) provided by the CDC. Proof of completion of these three trainings must be sent to the League Safety Officer.
7. Menifee Valley Little League requires field inspections before games and practices. In the case of games, the home team is responsible for conducting the inspection. In the case of practices, the manager of the practicing team is responsible for conducting the inspection. Any hazards\dangers should be reported to the League Safety Officer and corrected if possible.
8. Menifee Valley Little League has completed its annual facility survey.
9. Menifee Valley Little League has developed concession stand procedures and will post them in the concession stand (snack bar) and ensure volunteers working in that area are aware of them.
10. Menifee Valley Little League's Equipment Managers will inspect and replace equipment as needed before equipment is handed out and practices begin.
11. Menifee Valley Little League has developed a procedure for reporting accidents/injuries, which is contained in this safety plan on page 11.
12. Menifee Valley Little League issues first-aid kits to all managers, and stocks additional first-aid kits in the concessions stand at Winchester Field and field lock boxes. Managers are required to carry their first-aid kits to all practices and games.
13. Menifee Valley Little League ensures their board members, managers, coaches, umpires, and volunteers are aware of Little League rules and regulations and enforces them as strictly as possible.
14. Menifee Valley Little League submits league registration data for players, coaches, and managers once team drafts are complete.
15. Menifee Valley Little League has completed the survey questions in the Little League Data Center.



Safety Code

Menifee Valley Little League has a set of safety standards which, collectively, form our Safety Code. All board members, managers, coaches, and umpires are responsible for reading and knowing this Safety Code. Managers and coaches required to discuss our Safety Code with the players on their team and their players' parents.

RESPONSIBILITY

- The responsibility for following safety procedures belongs to every adult member of Menifee Valley Little League
- Every player, manager, coach, umpire, and volunteer shall use proper reasoning and care to prevent injury to him\herself and to others
- Only managers and coaches possessing a valid volunteer badge bearing their name, picture, and position can conduct, and be involved in, running games and team practices, and supervising batting cage trips
- The play areas of the fields we use will be inspected before games and practices for holes, damage, stones, glass, dangerous insects, and other foreign objects
- Managers and coaches will never leave an unattended player at a practice or game
- Players will be kept inside the dugout during the game and not sit or stand in the opening of the dugout that leads to the play area of the field
- Players and spectators should always be warned to be alert for foul balls and errant throws
- Plan to have a cellular phone available when a game or practice is at a facility that does not have a public phone
- There is no running allowed in the bleachers
- No food or drink is allowed in the dugout at any time, except for bottled water, sports drinks such as Gatorade, and water from drinking fountains
- Never hesitate to report any present or potential safety hazard to the Safety Officer immediately
- No medication will be taken at our facilities or fields unless administered directly by the child's parent or guardian; this includes over-the-counter remedies such as aspirin and Tylenol
- No playing in the parking lots at any time
- No playing on and around lawn equipment, or machinery at any type
- No smoking or tobacco products allowed at any of our facilities or fields
- No alcohol or drugs are allowed at any of our facilities or fields at any time



FIRST AID

- Every manager, coach, and umpire should have some training in first aid
- First Aid Kits are issued to each team manager before the season starts, and the manager is responsible for bringing the First Aid Kit to every practice, batting cage trip, and game
- A First Aid Kit is located and available in the Snack Bar at Winchester Field
- Ice packs are available in the Snack Bar at Winchester Field when games are in progress

EQUIPMENT

- Equipment should be inspected regularly; report any deficiencies in league equipment to the league Equipment Manager
- Adults will not allow the players to carry team equipment bags
- Team equipment should be stored in the team dugout during games and practices, and not in the area defined by umpires as “in play”
- Batters must wear approved protective helmets during practice and during games
- No bat handle will be hung on the inside or outside of the screens that face the field of play
- Shoes with metal spikes or cleats are not permitted, except in the 50/70 Division and above; shoes with molded cleats are permissible
- All catchers must wear a mask, with a “dangling” style throat protector and catcher’s helmet during practice, pitcher warm-up, and games; skullcaps are not permitted
- Male catchers must wear a groin cup at all times
- Catchers must wear a catcher’s mitt of any shape, size, or weight consistent with protecting the hand
- Parents and guardians of players who wear glasses should be encouraged to provide “safety glasses” for their players



ENVIRONMENT

- No games or practices will be held when weather or field conditions are poor, particularly when lighting is inadequate
- No hitting hardballs against fences; whiffle balls only may be hit against fences
- No climbing fences
- Bats in the dugout area will not be held by players sitting on the bench or walking the dugout, and will only be held by players going out to bat or returning to the dugout from the field to put the bat away
- No batter, runner or player waiting to bat, will, at any time, enter the field without having first put on a helmet; nor shall players on the field ever remove their helmet until they return to the dugout
- Except when a runner is returning to a base, head first slides are not permitted
- During sliding practice, bases should not be strapped down and should be located away from the base anchoring system
- Only managers, coaches, and umpires – possessing a valid volunteer badge bearing their name, picture, and position – and players are permitted on the playing field or in the dugout during games and practice sessions
- Foul balls batted out of the playing area should be retrieved by a spectator, or coach from whichever team happens to be playing defense when the hit occurred
- Disengage-able bases are mandatory for all league fields
- Players will not wear watches, rings, pins, jewelry or other metallic items during practices or games – except for jewelry that alerts medical personnel to a specific condition, which must be taped in place
- Pets must be on a leash if allowed
- Observe all posted signs
- All gates to the fields must always remain closed; after players have entered or left the playing field, gates should be closed and secured
- Use crosswalks when crossing roadways; always be alert for traffic
- Junior umpires will be required to wear a mask with a “dangling” throat guard while behind the plate



Emergency Contacts

The contact information for the Menifee Police Department and the Menifee Fire Department are below. If you must call the Menifee Police Department or Menifee Fire Department, please have someone else contact the nearest board member, MVLL President, or MVLL Safety Officer.

ORGANIZATION	EMERGENCY NUMBER	NON-EMERGENCY NUMBER
Menifee Police Department (Riverside County Sherriff)	911	951-210-1000
Menifee Fire Department (Cal Fire)	911	951-679-2241

PUBLISH PROMINENTLY AT ALL LEAGUE FACILITIES



Board of Directors

The contact information for the MVLL Board of Directors is below.

NAME	POSITION	PHONE	EMAIL
Matt Stone	President	760-215-0212	presidentMVLL@gmail.com
Chad Morse	Vice President	951-218-4061	managercoordmvll@gmail.com
Melodie Morse	Player Agent	951-746-5319	playeragentmvll@gmail.com
Dane Sanford	Treasurer	801-231-1979	dane.sanford@gmail.com
Shawna O'Brien	Secretary	626-437-0506	shawnabaseballmom@gmail.com
Tom Boring	Safety Officer	951-378-1592	safetyMVLL@gmail.com
Albert Sumaya Sr.	Umpire in Chief	951-552-3758	alssports@verizon.net
Dave Luker	Equipment Manager	951-483-5697	egopdave@yahoo.com
Clark "C.J." Bruner	Equipment Manager	909-270-9835	cjbruner@parkhousetire.com
Crysta Bicondova	Event Coordinator	951-316-1135	eventsMVLL@gmail.com
Robert Holman	Scheduler & Inter-League Coordinator	949-633-7756	mvllscores@yahoo.com
Troy DeLeon	Concessions	951-376-6932	deleon_troy@yahoo.com

PUBLISH PROMINENTLY AT ALL LEAGUE FACILITIES



MENIFEE VALLEY LITTLE LEAGUE

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Accident Reporting Procedures

An accident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment or First Aid, must be reported immediately to the Safety Officer, Tom Boring (safetyMVLL@gmail.com; 951-378-1592) or League President, Matt Stone (presidentMVLL@gmail.com; 760-215-0212). When reporting accidents, please provide the following information:

1. Name(s) and phone number(s) of the person(s) involved
2. Date, time, and location where the accident occurred
3. A detailed description of what happened
4. The type(s) of injury that occurred
5. Name and phone number of the person reporting the accident

The Safety Officer must be contacted, and an Incident Injury Tracking Report and an Accident Claim Form will be completed. These forms are in this Safety Plan, and on the Menifee Valley Little League Website (<http://www.menifeeValleyLittleLeague.org>) under "Important Documents".

Once the Safety Officer receives the report, he will then contact the injured person(s) – or their parents or guardians if they are not an adult and verify the information. The Safety Officer will also stay in contact with the injured person(s) to monitor the progress of the report. The Safety Officer will also provide all parties with the Menifee Valley Little League Insurance Information if necessary.



MENIFEE VALLEY LITTLE LEAGUE

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Background Checks

Menifee Valley Little League conducts a background check on every volunteer over the age of 18. We use Little League International's approved background check provider, JDP (<http://www.jdp.com/>) for background checks. This year, Menifee Valley Little League is taking steps to minimize the exposure of our volunteer's Personally Identifiable Information (PII) by having them submit their information directly to JDP instead of filling out paper volunteer forms. Our background check procedure is:

1. Our Safety Officer enters the volunteer's name and email address into JDP's "QuickApp" system
2. JDP's QuickApp system sends the volunteer an email containing a link to submit their information
3. The volunteer clicks on the link, and submits the information requested by JDP's QuickApp system
4. JDP conducts the background check, and the results become visible to the Safety Officer
5. The Safety Officer reviews the results
6. If the results contain no reportable records, the Safety Officer marks the person as "cleared"
7. If the results contain records that indicate the volunteer is a potential risk to the players, volunteers, or Menifee Valley Little League itself, the Safety Officer contacts the League President, at all times protecting the identity of the volunteer, to discuss the risk and decide whether the volunteer is clear or not
 - a. If a decision cannot be made, the League President would then contact the District Administrator for guidance in the matter

Some crimes that would cause a volunteer to not be cleared for service in Menifee Valley Little League include:

- Child Abuse (of any degree or type)
- Child Molestation
- Endangerment & Neglect of a Child
- Risk of Injury to a Child
- Sexual Activity with a Child; Sexual Conduct with a Minor
- Showing Obscene Material to a Minor
- Domestic Violence
- Violent Crime (of any kind)
- Terrorism or Terroristic Threats
- Stalking
- Restraining/Protective Order



MENIFEE VALLEY LITTLE LEAGUE

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Volunteer Applications

Menifee Valley Little League requires every board member, manager, coach, umpire, and volunteer to submit a volunteer application. Menifee Valley Little League uses the Little League “Basic” Volunteer Application pictured below because our background checks are done using JDP’s Quick App.

Little League® “Basic” Volunteer Application - 2019

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

This volunteer application can be used as a reference for leagues utilizing the JDP Quick App or for leagues that are using an outside background check provider that meet the standards of Little League Regulation 1(c)9.

All fields are required.

Name: _____
First Middle Name or Initial Last

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Work Phone: _____ E-mail Address: _____

Driver's License#: _____

1. Have you ever been convicted of or plead no contest or guilty to any crime(s) involving or against a minor? Yes No If yes, describe each in full: _____
2. Have you ever been convicted of or plead no contest or guilty to any crime(s) Yes No If yes, describe each in full: _____
(Answering yes to question 2, does not automatically disqualify you as a volunteer.)
3. Do you have any criminal charges pending against you regarding any crime(s)? Yes No If yes, describe each in full: _____
(Answering yes to question 3, does not automatically disqualify you as a volunteer.)
4. Have you ever been refused participation in any other youth programs? Yes No If yes, explain: _____
5. In which of the following would you like to participate? (Check one or more.)

<input type="checkbox"/> League Official	<input type="checkbox"/> Field Maintenance	<input type="checkbox"/> Concession Stand
<input type="checkbox"/> Coach	<input type="checkbox"/> Manager	<input type="checkbox"/> Other
<input type="checkbox"/> Umpire	<input type="checkbox"/> Scorekeeper	_____

LOCAL LEAGUE USE ONLY:

Background check completed by league officer _____ on _____

System(s) used for background check (minimum of one must be checked): Regulation (c)(9) Mandates all checks include criminal records and sex offender registry records

*JDP Sex Offender Registry Data and National Criminal Records check, as mandated in the current season's official regulations

*Please be advised that if you use JDP and there is a name match in the few states where only name match searches can be performed you should notify volunteers that they will receive a letter or email directly from JDP in compliance with the Fair Credit Reporting Act containing information regarding all the criminal records associated with the name, which may not necessarily be the league volunteer.

Only attach to this application copies of background check reports that reveal convictions of this application.

Please provide updated information below if there are any changes from previous years or requesting a new position.

Occupation: _____

Employer: _____

Address: _____

Special professional training, skills, hobbies: _____

Special Certifications (CPR, Medical, etc.): _____

Special Affiliations (Clubs, Services Organizations, etc.): _____

Previous volunteer experience (including baseball/softball and years (s)): _____

IF YOU LIVE IN A STATE THAT REQUIRES A SEPARATE BACKGROUND CHECK BY LAW, PLEASE ATTACH A COPY OF THAT STATE'S BACKGROUND CHECK. FOR MORE INFORMATION ON STATE LAWS, VISIT OUR WEBSITE: LittleLeague.org/BgStateLaws

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background check(s) on me now and as long as I continue to be active with the organization, which may include a review of sex offender registries (some of which contain name only searches which may result in a report being generated that may or may not be me), child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the local Little League, Little League Baseball, Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, Little League is not obligated to appoint me to a volunteer position. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the President and removal by the Board of Directors for violation of Little League policies or principles.

Applicant Name (please print or type) _____

Applicant Signature _____ Date _____

If Minor/Parent Signature _____ Date _____

NOTE: The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.

Last Updated: 10/2/2015



MENIFEE VALLEY LITTLE LEAGUE

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Volunteer Badges

Menifee Valley Little League uses volunteer badges to indicate when a person has passed their background check and is allowed to work with the players in our league. The Menifee Valley Little League volunteer badge contains:

- The league logo
- The year the badge is good for
- The name of the volunteer
- The volunteer's position

For a volunteer to pick up their volunteer badge, they must show a form of photographic identification issued by The State of California or The United States of America, and the name on the identification must match the name on their badge.

Codes of Conduct

Menifee Valley Little League has an established code of conduct that managers and coaches must agree to abide by, and a separate code of conduct for parents that they must agree to when registering their player(s). These codes of conduct describe the way we require everyone to behave at our games and practices. There are penalties that will be enforced in the event any person violates any of these codes of conduct.

We strive to ensure our parents and spectators act in a manner that is not threatening or harmful to any player, manager, coach, umpire, or other persons attending the game or practice. Managers, Coaches, the Team Parent, Umpires and Board of Directors are held to a higher standard, and as such lead by example.

Social Media

Social media is a part of everyday life. While, for the most part, it is intended to be fun, and a way to keep in touch with friends and family, unfortunately it can also be used to harm others. Menifee Valley Little League has adopted an Anti-Bullying and Anti-Bashing Policy. Although we cannot control what parents or extended family, or friends post on social media we have made it known that this type of behavior is not acceptable and can be grounds for dismissal from the league. This policy is also enforced with our managers, coaches, team parents, umpires and members of the board of directors.



MENIFEE VALLEY LITTLE LEAGUE

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League First Aid Kits

Menifee Valley Little League keeps a first-aid kit, extra supplies, and instant ice packs at its snack-bar facility at Winchester Park. Additionally, when the snack-bar is open at Winchester Park, ice is available.

At our practice fields, we keep First Aid Kits and instant ice packs in the lock boxes.

Safety Plan and Team First Aid Kits

Every board member, umpire, manager, coach, team parent, and volunteer receive a copy of this safety plan at the beginning of the season. Additionally, managers receive a first aid kit at the same time. Managers must acknowledge their receipt of the safety plan and first aid kit by signing in the space provided below.

This Safety Plan includes the names and phone numbers for all board members, and information on handling player injuries.

The First Aid Kit will include the necessary items to treat an injured player until professional help arrives if needed.

(Detach section below and return to the League Safety Officer)

I have received a copy of the 2019 League Safety Plan and my team's First Aid Kit, and I will have them both present at all field practices, batting cage practices, games (season and post-season) and any other event where team members could become injured or hurt. I realize it is my responsibility to ensure that my First Aid Kit is always properly stocked in coordination with the League Safety Officer.

Print Manager's Name

Team Name / Division

Manager's Signature

Date



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Equipment Safety

Before each season, spring and fall, our Equipment Managers – Dave Luker and Clark “C.J.” Bruner this season – will go over every piece of equipment to ensure they meets all applicable safety requirements. The Equipment Managers oversee throwing out any equipment that does not meet Little League International and State of California guidelines for safety. They are also in charge of ordering new equipment to replace anything that is damaged.

During a season, if a manager, coach, or umpire determine a piece of equipment is not safe, they will contact our equipment manager to get a replacement.

Before each game, our umpires perform a visual and hands-on inspection of each piece of equipment – including bats, helmets, and catcher gear – to assure the equipment being used by the players is safe before the start of each game. A field inspection to include break-away bases, dugouts, and spectator seating is also conducted prior to the start of each game.

Field Hazards

Menifee Valley Little League requires that playing fields be inspected by managers and coaches before every practice, and by the home team before every game. Any potential hazards – such as holes, broken sprinklers, stinging insects, or anything that poses a danger to any player, umpire, manager or coach – should be reported immediately to the umpire and/or any board members that are present, as well as the Safety Officer. If the hazard cannot be corrected or removed, the practice or game will be moved to another field, if possible, rescheduled, or cancelled.

Safety Messages

Menifee Valley Little League has an established website through Blue Sombrero (<http://www.menifeeValleyLittleLeague.org>). Through this website, we can send email to the parents and guardians of our players, managers, coaches, team parents, and board members. With this function, we can send periodic messages regarding safety procedures, weather information as it relates to field conditions, and any additional information that is necessary to maintaining the safest and most effective way to keep our volunteers informed.

Members of the board of directors use the GroupMe application on their smart phones to communicate as a group using their smartphones and keeps a running log of the messages they send.



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Medical Release

Menifee Valley Little League requires all players have a completed Little League Medical Release form on file with our Player Agent. The medical release form can be downloaded at <https://ll-production-uploads.s3.amazonaws.com/uploads/2017/12/Medical-Release-Form.pdf>.



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)/Guardian Name: _____ Relationship: _____

Parent (s)/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
_____	_____	_____
_____	_____	_____

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/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.



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Incident/Injury Tracking Report

Menifee Valley Little League tracks incidents/injuries using Little League's standard form available at <https://ll-production-uploads.s3.amazonaws.com/uploads/2017/12/Incident-Injury-Tracking-Form.pdf>.

For Local League Use Only

A Safety Awareness Program's
Incident/Injury Tracking Report

Activities/Reporting

League Name: _____ League ID: ____ - ____ - ____ Incident Date: _____

Field Name/Location: _____ Incident Time: _____

Injured Person's Name: _____ Date of Birth: _____

Address: _____ Age: _____ Sex: Male Female

City: _____ State _____ ZIP: _____ Home Phone: () _____

Parent's Name (If Player): _____ Work Phone: () _____

Parents' Address (If Different): _____ City _____

Incident occurred while participating in:

A.) Baseball Softball Challenger TAD

B.) Challenger T-Ball Minor Major Intermediate (50/70)

Junior Senior Big League

C.) Tryout Practice Game Tournament Special Event

Travel to Travel from Other (Describe): _____

Position/Role of person(s) involved in incident:

D.) Batter Baserunner Pitcher Catcher First Base Second

Third Short Stop Left Field Center Field Right Field Dugout

Umpire Coach/Manager Spectator Volunteer Other: _____

Type of injury: _____

Was first aid required? Yes No If yes, what: _____

Was professional medical treatment required? Yes No If yes, what: _____

(If yes, the player must present a non-restrictive medical release prior to to being allowed in a game or practice.)

Type of incident and location:

A.) On Primary Playing Field

Base Path: Running *or* Sliding

Hit by Ball: Pitched *or* Thrown *or* Batted

Collision with: Player *or* Structure

Grounds Defect

Other: _____

B.) Adjacent to Playing Field

Seating Area Travel:

Parking Area Car *or* Bike *or*

C.) Concession Area Walking

Volunteer Worker League Activity

Customer/Bystander Other: _____

D.) Off Ball Field

Please give a short description of incident: _____

Could this accident have been avoided? How: _____

This form is for local Little League use only (should not be sent to Little League International). This document should be used to evaluate potential safety hazards, unsafe practices and/or to contribute positive ideas in order to improve league safety. When an accident occurs, obtain as much information as possible. For all Accident claims or injuries that could become claims to any eligible participant under the Accident Insurance policy, please complete the Accident Notification Claim form available at http://www.littleleague.org/Assets/forms_pubs/asap/AccidentClaimForm.pdf and send to Little League International. For all other claims to non-eligible participants under the Accident policy or claims that may result in litigation, please fill out the General Liability Claim form available here: http://www.littleleague.org/Assets/forms_pubs/asap/GLClaimForm.pdf.

Prepared By/Position: _____ Phone Number: (____) _____

Signature: _____ Date: _____



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



Accident Claim Form Instructions

In the event an accident occurs, and an injury warrants filing a claim with the league's insurance, the instructions for the claim form are available at <https://ll-production-uploads.s3.amazonaws.com/uploads/2017/12/Accident-Claim-Form-Instructions.pdf>. Below is an image of the first page.

Little League® Baseball & Softball CLAIM FORM INSTRUCTIONS



WARNING — It is important that parents/guardians and players note that: *Protective equipment cannot prevent all injuries a player might receive while participating in baseball/softball.*

To expedite league personnel's reporting of injuries, we have prepared guidelines to use as a checklist in completing reports. It will save time -- and speed your payment of claims.

The National Union Fire Insurance Company of Pittsburgh, Pa. (NUFIC) Accident Master Policy acquired through Little League® contains an "Excess Coverage Provision" whereby all personal and/or group insurance shall be used first.

The Accident Claim Form must be fully completed, including a Social Security Number, for processing. To help explain insurance coverage to parents/guardians refer to *What Parents Should Know* on the internet that should be reproduced on your league's letterhead and distributed to parents/guardians of all participants at registration time.

If injuries occur, initially it is necessary to determine whether claimant's parents/guardians or the claimant has other insurance such as group, employer, Blue Cross and Blue Shield, etc., which pays benefits. (This information should be obtained at the time of registration prior to tryouts.) If such coverage is provided, the claim must be filed first with the primary company under which the parent/guardian or claimant is insured.

When filing a claim, all medical costs should be fully itemized and forwarded to Little League International. If no other insurance is in effect, a letter from the parent/guardian or claimant's employer explaining the lack of group or employer insurance should accompany the claim form.

The NUFIC Accident Policy is acquired by leagues, not parents, and provides comprehensive coverage at an affordable cost. Accident coverage is underwritten by National Union Fire Insurance Company of Pittsburgh, a Pennsylvania Insurance company, with its principal place of business at 175 Water Street, 18th Floor, New York, NY 10038. It is currently authorized to transact business in all states and the District of Columbia. NAIC Number 19445. This is a brief description of the coverage available under the policy. The policy will contain limitations, exclusions, and termination provisions. Full details of the coverage are contained in the Policy. If there are any conflicts between this document and the Policy, the Policy shall govern.

The current insurance rates would not be possible without your help in stressing safety programs at the local level. The ASAP manual, **League Safety Officer Program Kit**, is recommended for use by your Safety Officer.



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



Manager Meeting & Safety Clinic

Menifee Valley Little League will conduct its annual, mandatory Manager Meeting & Safety Clinic on Saturday, February 2, 2019 at the Menifee-Antelope Rural Center on Haun Road in Menifee, California. Prior to the clinic, managers will be sent a digital copy of this safety plan. At the conclusion of the clinic, managers will be issued first-aid kits, a copy of our local rules, a 2019 Little League Baseball handbook, and be required to sign, acknowledging receipt of these items.

Additional first-aid kits and instant ice packs will be available throughout the season and post-season, at the Winchester Field Snack Bar and the lock boxes we maintain at each of the fields we practice at.

First-Aid Training

Menifee Valley Little League requires all managers and coaches to complete online, basic first-aid (<https://www.firstaidforfree.com/free-first-aid-course>) and online, pediatric first-aid (<https://www.firstaidforfree.com/pediatric-online-first-aid-course>) courses. Menifee Valley Little League also requires all managers and coaches to complete online concussion training (<https://www.cdc.gov/headsup/resources/training.html>) provided by the CDC. Proof of completion of these three trainings must be sent to the League Safety Officer.



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



Communicable Disease Procedures

Menifee Valley Little League follows Little League International's procedures for dealing with communicable diseases, available at <https://ll-production-uploads.s3.amazonaws.com/uploads/2017/12/Communicable-Disease-Procedures.pdf>.

COMMUNICABLE DISEASE PROCEDURES

While risk of one athlete infecting another with HIV/AIDS during competition is close to non-existent, there is a remote risk that other blood born infectious diseases can be transmitted. For example, Hepatitis B can be present in blood as well as in other body fluids. Procedures for reducing the potential for transmission of these infectious agents should include, but not be limited to, the following:

1. The bleeding must be stopped, the open wound covered and if there is an excessive amount of blood on the uniform it must be changed before the athlete may participate.
2. Routine use of gloves or other precautions to prevent skin and mucous-membrane exposure when contact with blood or other body fluids is anticipated.
3. Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other body fluids. Wash hands immediately after removing gloves.
4. Clean all contaminated surfaces and equipment with an appropriate disinfectant before competition resumes.
5. Practice proper disposal procedures to prevent injuries caused by needles, scalpels and other sharp instruments or devices.
6. Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be available for use.
7. Athletic trainers/coaches with bleeding or oozing skin conditions should refrain from all direct athletic care until the condition resolves.
8. Contaminated towels should be properly disposed of/disinfected.
9. Follow acceptable guidelines in the immediate control of bleeding and when handling bloody dressings, mouthguards and other articles containing body fluids.

Additional information is available from your state high school association and from the National Federation TARGET program.

Concussions in Youth Athletes

Little League Baseball, Incorporated has published a summary of all currently existing state laws regarding concussions in youth athletes, which can be found here: <https://www.littleleague.org/player-safety/concussions-youth-athletes>.

Menifee Valley Little League understands the importance of properly recognizing and dealing with a youth athlete having a concussion, and requires all of its managers and coaches to take the online training offered by The CDC at <https://www.cdc.gov/headsup/resources/training.html>.

The CDC has also made a concussion safety app, called "CDC HEADS UP Rocket Blades". More information on the app is available at <https://www.cdc.gov/headsup/resources/app.html>, and all managers, coaches, umpires, and volunteers are encouraged to install it on their smart phone.

The following three pages contain customized fact sheets for The CDC's "Heads Up" program that were generated using <https://www.cdc.gov/headsup/resources/custom.html>.



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



“Heads Up” Concussion Action Plan

Menifee Valley Little League

HEADS UP CONCUSSION ACTION PLAN



IF YOU SUSPECT THAT AN ATHLETE HAS A CONCUSSION, YOU SHOULD TAKE THE FOLLOWING STEPS:

1. Remove the athlete from play.
2. Ensure that the athlete is evaluated by a health care professional experienced in evaluating for concussion. Do not try to judge the seriousness of the injury yourself.
3. Inform the athlete’s parents or guardians about the possible concussion and give them the fact sheet on concussion.
4. Keep the athlete out of play the day of the injury. An athlete should only return to play with permission from a health care professional, who is experienced in evaluating for concussion.

▶ **“IT’S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.”**

CONCUSSION SIGNS AND SYMPTOMS

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

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”

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



JOIN THE CONVERSATION AT www.facebook.com/CDCHeadsUp

HEADS UP

TO LEARN MORE GO TO >> WWW.CDC.GOV/CONCUSSION

Content Source: CDC’s Heads Up Program. Created through a grant to the CDC Foundation from the National Operating Committee on Standards for Athletic Equipment (NOCSAE).



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



Concussion Fact Sheet for Coaches

Menifee Valley Little League

A Fact Sheet for COACHES

HEADS UP CONCUSSION

One of the main jobs of a youth sports coach is keeping athletes safe. This sheet has information to help you protect athletes from concussion or other serious brain injury, learn how to spot a concussion, and know 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 ATHLETES SAFE?

Sports are a great way for children and teens to stay healthy and can help them do well in school. As a youth sports coach, your actions create the culture for safety and can help lower an athlete's chance of getting a concussion or other serious injury. Aggressive and/or unsportsmanlike behavior among athletes can increase their chances of getting a concussion or other serious injury. Here are some ways you can help keep your athletes safe:

Talk with athletes about the importance of reporting a concussion:

- Talk with athletes about any concerns they might have about reporting their concussion symptoms. Make sure to tell them that safety comes first and you expect them to tell you and their parent(s) if they think they have a concussion.

Create a culture of safety at games and practices:

- Teach athletes ways to lower the chances of getting a concussion.
- Enforce the rules of the sport for fair play, safety, and sportsmanship.
- Ensure athletes avoid unsafe actions such as:
 - › Striking another athlete in the head;
 - › Using their head or helmet to contact another athlete;
 - › Making illegal contacts or checking, tackling, or colliding with an unprotected opponent; and/or
 - › Trying to injure or put another athlete at risk for injury.



- Tell athletes that you expect good sportsmanship at all times, both on and off the playing field.

Keep up-to-date on concussion information:

- Review your state, league, and/or organization's concussion guidelines and protocols.
- Take a training course on concussion. CDC offers concussion training at no cost at www.cdc.gov/HEADSUP.
- Download CDC's HEADS UP app or a list of concussion signs and symptoms that you can keep on hand.

Check out the equipment and sports facilities:

- Make sure all athletes wear a helmet that fits well and is in good condition when appropriate for the sport or activity. There is no "concussion-proof" helmet, so it is important to enforce safety rules that protect athletes from hits to the head and when a helmet falls off during a play.
- Work with the game or event administrator to remove tripping hazards and ensure that equipment, such as goalposts, have padding that is in good condition.

Keep emergency contact information handy:

- Bring emergency contact information for parents and health care providers to each game and practice in case an athlete needs to be taken to an emergency department right away for a concussion or other serious injury.
- If first responders are called to care for an injured athlete, provide them with details about how the injury happened and how the athlete was acting after the injury.



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



HOW CAN I SPOT A POSSIBLE CONCUSSION?

Athletes who show or report one or more of the signs and symptoms listed below—or simply say they just “don’t feel right” after a bump, blow, or jolt to the head or body—may have a concussion or other serious brain injury.

SIGNS OBSERVED BY COACHES OR PARENTS:

- Appears dazed or stunned.
- Forgets an instruction, is confused about an assignment or position, or is unsure of the 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 or after a hit or fall.

SYMPTOMS REPORTED BY ATHLETES:

- Headache or “pressure” in head.
- Nausea or vomiting.
- Balance problems or dizziness, or double or blurry vision.
- Bothered by light or noise.
- Feeling sluggish, hazy, foggy, or groggy.
- Confusion, or concentration or memory problems.
- Just not “feeling right”, or “feeling down”.

NOTE: Concussion signs and symptoms often show up soon after the injury, but it can be hard to tell how serious the concussion is at first. Some symptoms may not be noticed or may not show up for hours or days.

WHAT ARE SOME MORE SERIOUS DANGER SIGNS TO LOOK 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 ensure an athlete is taken 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.

CONCUSSIONS AFFECT EACH ATHLETE DIFFERENTLY.

While most athletes with a concussion feel better within a couple of weeks, some will have symptoms for months or longer. Talk with an athlete’s parents if you notice their concussion symptoms come back after they return to play.

WHAT SHOULD I DO IF I THINK AN ATHLETE HAS A POSSIBLE CONCUSSION?

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

REMOVE THE ATHLETE FROM PLAY.

When in doubt, sit them out!

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. After you remove an athlete with a possible concussion from practice or play, the decision about return to practice or play is a medical decision that should be made by a health care provider. As a coach, recording the following information can help a health care provider in assessing the athlete after the injury:

- Cause of the injury and force of the hit or blow to the head or body.
- Any loss of consciousness (passed out/knocked out) and if so, for how long.
- Any memory loss right after the injury.
- Any seizures right after the injury.
- Number of previous concussions (if any).

INFORM THE ATHLETE’S PARENT(S) ABOUT THE POSSIBLE CONCUSSION.

Let them know about the possible concussion and give them the HEADS UP fact sheet for parents. This fact sheet can help parents watch the athlete for concussion signs or symptoms that may show up or get worse once the athlete is at home or returns to school.

ASK FOR WRITTEN INSTRUCTIONS FROM THE ATHLETE’S HEALTH CARE PROVIDER ON RETURN TO PLAY.

These instructions should include information about when they can return to play and what steps you should take to help them safely return to play.

JOIN THE CONVERSATION AT www.facebook.com/CDCHEADSUP



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan

WHY SHOULD I REMOVE AN ATHLETE WITH A POSSIBLE CONCUSSION FROM PLAY?

The brain needs time to heal after a concussion. An athlete who continues to play with concussion has a greater chance of getting another concussion. A repeat concussion that occurs while the brain is still healing from the first injury can be very serious and can affect an athlete for a lifetime. It can even be fatal.

SOME ATHLETES MAY NOT REPORT A CONCUSSION BECAUSE THEY DON'T THINK A CONCUSSION IS SERIOUS.

They may also worry about:

- Losing their position on the team or during the game.
- Jeopardizing their future sports career.
- Looking weak.
- Letting their teammates or the team down.
- What their coach or teammates might think of them.

WHAT STEPS CAN I TAKE TO HELP AN ATHLETE RETURN TO PLAY?

An athlete's return to school and sports should be a gradual process that is approved and carefully managed and monitored by a health care provider. When available, be sure to also work closely with your team's certified athletic trainer.

Below are five gradual steps that you, along with a health care provider, should follow to help safely return an athlete to play. Remember, this is a gradual process. These steps should not be completed in one day, but instead over days, weeks, or months.

BASELINE:

Athlete is back to their regular school activities, is no longer experiencing symptoms from the injury when doing normal activities, and has a green light from their health care provider to begin the return to play process.

An athlete should only move to the next step if they do not have any new symptoms at the current step.

STEP 1:

Begin with light aerobic exercise only to increase an athlete's heart rate. This means about 5 to 10 minutes on an exercise bike, walking, or light jogging. No weightlifting at this point.

STEP 2:

Continue with activities to increase an athlete's heart rate with body or head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, moderate-intensity weightlifting (less time and/or less weight than a typical routine).

STEP 3:

Add heavy non-contact physical activity, such as sprinting/running, high-intensity stationary biking, regular weightlifting routine, non-contact sport-specific drills (in 3 planes of movement).

STEP 4:

An athlete may return to practice and full contact (if appropriate for the sport) in controlled practice.

STEP 5:

An athlete may return to competition.

REMEMBER:

It is important for you and the athlete's parent(s) to watch for concussion symptoms after each day's return to play progression activity. If an athlete's concussion symptoms come back, or he or she gets new symptoms when becoming more active at any step, this is a sign that the athlete is pushing him- or herself too hard. The athlete should stop these activities, and the athlete's health care provider should be contacted. After the okay from the athlete's health care provider, the athlete can begin at the previous step.



Content Source: CDC's HEADS UP campaign. Customizable HEADS UP fact sheets were made possible through a grant to the CDC Foundation from the National Operating Committee on Standards for Athletic Equipment (NOCSAE).

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TO LEARN MORE GO TO [>> cdc.gov/HEADSUP](https://cdc.gov/HEADSUP)



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



Concussion Information Sheet for Parents & Athletes

Menifee Valley Little League

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 SPOT A POSSIBLE CONCUSSION?

Children and teens who show or report one or more of the signs and symptoms listed below—or simply say they just “don’t feel right” after a bump, blow, or jolt to the head or body—may have a concussion or other serious brain injury.

SIGNS OBSERVED BY PARENTS OR COACHES

- Appears dazed or stunned.
- Forgets an instruction, is confused about an assignment or position, or is unsure of the 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 or after a hit or fall.

SYMPTOMS REPORTED BY CHILDREN AND TEENS

- Headache or “pressure” in head.
- Nausea or vomiting.
- Balance problems or dizziness, or double or blurry vision.
- Bothered by light or noise.
- Feeling sluggish, hazy, foggy, or groggy.
- Confusion, or concentration or memory problems.
- Just not “feeling right,” or “feeling down.”



MENIFEE VALLEY LITTLE LEAGUE

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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:

1. Remove your child or teen from play.
2. Keep your child or teen out of play the day of the injury. Your child or teen should be seen by a health care provider and only return to play with permission from a health care provider who is experienced in evaluating for concussion.
3. Ask your child's or teen's health care 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 health care 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 health care provider.

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 their 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.



TO LEARN MORE GO TO >> cdc.gov/HEADSUP

JOIN THE CONVERSATION AT

↳ www.facebook.com/CDCHEADSUP

Content Source: CDC's HEADS UP campaign. Customizable HEADS UP fact sheets were made possible through a grant to the CDC Foundation from the National Operating Committee on Standards for Athletic Equipment (NOCSAE).



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



National Facility Survey

Facility surveys may also be entered online

LITTLE LEAGUE BASEBALL® & SOFTBALL NATIONAL FACILITY SURVEY

2019



League Name: Menifee Valley Little League
District #: California 28
ID #: 405-28-13
(if needed) ID #: _____
(if needed) ID #: _____
City: Menifee State: CA

President: Matt Stone Safety Officer: Thomas Boring
Address: _____ Address: _____
Address: _____ Address: _____
City: _____ City: _____
State: _____ ZIP: _____ State: _____ ZIP: _____
Phone (work): _____ Phone (work): _____
Phone (home): _____ Phone (home): _____
Phone (cell): 760-215-0212 Phone (cell): 951-378-1592
Email: _____ Email: _____

PLANNING TOOL FOR FUTURE LEAGUE NEEDS

What are league's plans for improvements?	Indicate number of fields in boxes below.		
	Next 12 mons.	1-2 yrs.	2+ yrs.
a. New fields			
b. Basepath/infield			
c. Bases	<u>3</u>	<u>8</u>	<u>8</u>
d. Scoreboards			
e. Pressbox			
f. Concession stand			
g. Restrooms			
h. Field lighting			
i. Warning track			
j. Bleachers			
k. Fencing			
l. Bull pens			
m. Dugouts			
n. Other (specify):			




MENIFEE VALLEY LITTLE LEAGUE

Safety Plan

SPECIFIC BALLFIELD QUESTIONS

• Please list all fields by name.

Field Identification (List your ballfields 1-20) Use additional forms if more than 20 fields.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
<p>ASAP - A Safety Awareness Program Limited Edition 10-year Pin Collection</p> <p>This survey can assist in finding areas of focus for your safety plan. During your annual field inspections, please complete this form and return along with your qualified safety plan. In return, we'll send you the 2019 Disney® character collector's pin shown at right featuring Backstop behind home plate. Or enter data on the ASAP online site through the Little League Data Center.</p> 	Name: <i>Wheatfield #1</i>	Name: <i>Wheatfield #2</i>	Name: <i>Wheatfield #3</i>	Name: <i>Wheatfield #4</i>	Name: <i>Wheatfield #5</i>	Name: <i>Wheatfield #6</i>	Name: <i>La Ladera</i>	Name: <i>Audie Murphy</i>	Name: <i>El Dorado 1</i>	Name: <i>Aldergate</i>	Name: <i>Marion Ashley #1</i>	Name: <i>Discovery</i>	Name: <i>Winchester #1</i>	Name: <i>Winchester #2</i>	Name: <i>Winchester #3</i>	Name: <i>Las Vista #1</i>	Name: <i>Las Vista #2</i>	Name: <i>Las Vista #3</i>	Name:	Name:
Please answer the following questions for each field:	Field #																			
(For the following questions, if the answer is "No" please leave the space blank.)																				
GENERAL INVENTORY																				
1. How many cars can park in designated parking areas?	None																			
	1-50	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	51-100																			
	101 or more																			
2. How many people can your bleachers seat?	None/NA																			
	1-100	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	101-300																			
	301-500																			
	501 or more																			
3. What material is used for bleachers?	Wood																			
	Metal	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X	X	X
	Other																			
4. Metal bleachers: Ground wire attached to ground rod?	Yes																			
5. Wood bleachers: Are inspected annually for safety?	Yes																			
6. Is a safety railing at the top/back of bleachers?	Yes	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X	X	X
7. Is a handrail up the sides of bleachers?	Yes	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X	X	X
8. Is telephone service available?	Permanent																			
	Cellular	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
9. Is a public address system available?	Permanent																			
	Portable																			
10. Is there a pressbox?	Yes																			
11. Is there a scoreboard?	Yes											X	X							
12. Adequate bathroom facilities available?	Yes	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



FIELD		Field #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
15. Is field completely fenced?	Yes																					
16. What type of fencing material is used?	Chainlink																					
	Wood		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Wire																					
17. What base path material is used?	Sand, clay, soil mix		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Ground burnt brick																					
	Other:																					
18. What is used to mark baseline?	Non-caustic lime		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Spray paint																					
	Commerc'l marking																					
19. Is your the infield surface grass?	Yes																					
20. Does field have conventional dirt pitching mound?	Yes																					
21. Does field have a temporary pitching mound?	Yes		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
22. Are there foul poles?	Yes		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
23. Backstop behind home plate?	Yes		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
PERFORMANCE AND PLAYER SAFETY																						
24. Is there an outfield warning track?	Yes																					
24.a. If yes, what width is warning track? Please specify:	(Width in feet)									4												
25. Batter's eye (screen/covering) at center field?	Yes																					
26. Pitcher's eye (screen/covering) behind home plate?	Yes																					
27. Are there protective fences in front of the dugouts?	Yes		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
28. Is there a protected, on-deck batter's area? (On-deck areas have been eliminated for ages 12 and below.)	Yes																					
29. Do you have fenced, limited access bull pens?	NO																					
30. Is a first aid kit provided per field?	Yes		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
31. Do bleachers have spectator foul ball protection?	Overhead screens																					
	Fencing behind																					
32. Do your bases disengage from their anchors? (Mandatory since 2008)	Yes		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
33. Is the field lighted?	Yes		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
34. Are light levels at/above Little League standards? (50 footcandles infield/30 footcandles outfield)	Don't know																					
	Wood*																					
35. What type of poles are used? (Wood poles have not been allowed by Little League for new construction of lighting since 1994)	Steel		X	X																		
	Concrete																					
36. Is electrical wiring to each pole underground?	Yes		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
37. Ground wires connected to ground rods on each pole?	Yes		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
38. Which fields were tested/inspected in the last two years?	Electrical System																					
	Light Levels																					
39. Fields tested/inspected by qualified technician?	Electrical System																					
	Light Levels																					



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



		Field #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
FACILITY MANAGEMENT																						
40. Which fields have the following limitations:																						
a. Amount of time for practice?	NONE	Yes																				
b. Number of teams or games?		Yes	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
c. Scheduling and/or timing?		Yes	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
41. Who owns the field?		Municipal	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
		School																				
		League																				
42. Who is responsible for operational energy costs?		Municipal	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
		School																				
		League																				
43. Who is responsible for operational maintenance?		Municipal	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
		School																				
		League																				
44. Who is responsible for purchasing improvements for the field - ie bleachers, fences, lights?		Municipal	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
		School																				
		League																				
		Other																				
45. What divisions of baseball play on each field?		T-Ball & Minor	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
		Major																				
		Jr., Sr. & Big																				
		Challenger	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
		50 - 70																				
46. What divisions of softball play on each field?		T-Ball & Minor																				
		Major																				
		Jr., Sr. & Big																				
		Challenger																				
47. Do you plan to host tournaments on this field?		Yes								X										X	X	



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



FIELD DIMENSION DATA

Please complete for each field. Use additional space if necessary.

Field No.	Height of outfield fence	Distance from home plate to:				Foul territory distance from:					
		Outfield fence			Back stop	Left field line to fence at:			Right field line to fence at:		
		Left	Center	Right		Home	3rd	Outfield foul pole	Home	1st	Outfield foul pole
1	8	300	300	300	10	300	240	N/A	300	240	N/A
2	8	300	300	300	10	300	240	N/A	300	240	N/A
3	8	300	300	300	10	300	240	N/A	300	240	N/A
4	8	300	300	300	10	300	240	N/A	300	240	N/A
5	6	Ø	Ø	180	10	N/A	N/A	N/A	180	140	N/A
6	4	200	200	200	5	N/A	N/A	N/A	200	140	N/A
7	Ø	N/A	N/A	N/A	10	N/A	N/A	N/A	N/A	N/A	N/A
8	4	265	265	265	10	265	265	265	265	265	265
9	12	200	Ø	Ø	10	200	140	N/A	N/A	N/A	N/A
10	8	300	300	300	10	300	240	N/A	300	240	N/A
11	8	300	300	300	15	300	240	N/A	300	240	N/A
12	8	300	300	300	15	300	240	N/A	300	240	N/A
13	N/A	N/A	N/A	N/A	10	N/A	N/A	N/A	N/A	N/A	N/A
14	8	300	300	300	10	N/A	N/A	N/A	N/A	N/A	N/A
15	N/A	N/A	N/A	N/A	10	N/A	N/A	N/A	N/A	N/A	N/A
16	N/A	N/A	N/A	N/A	10	N/A	N/A	N/A	N/A	N/A	N/A
17	8	300	300	300	10	300	240	N/A	300	240	N/A
18	8	300	300	300	15	300	240	N/A	300	240	N/A
19	8	200	300	300	10	200	140	N/A	200	140	N/A
20											

Mailing address:
 Little League International
 PO Box 3485
 Williamsport, PA 17701

Shipping address:
 Little League International
 539 US Route 15 Hwy.
 South Williamsport, PA 17702



MENIFEE VALLEY LITTLE LEAGUE

Safety Plan



Concession Stand Procedures

Menifee Valley Little League has developed the following concession stand procedures to be followed at all snack-bar facilities.

- Use of Food Handlers Gloves will always be enforced
- Use of food thermometers to check food temperatures is advised; proper temperatures for beef and ground beef is 155 degrees Fahrenheit
- Access to clean running water and sink to wash utensils is provided
- All refrigerated foods shall be kept in the refrigerator until they are to be cooked, used, or served
- All foods will be stored in appropriate containers
- Expiration dates must be checked before an item is cooked, used, or served
- All expired food shall be disposed
- All cooking utensils shall be kept clean and stored in a clean place when not in use
- All cooked food that is not sold shall be thrown out
- Only adults shall operate the barbecue
- Only adults having knowledge of how to change a propane tank on a barbecue shall change or handle the propane canisters used in conjunction with the barbecue
- No grills will be used indoor
- No person under the age of 15 shall be in or work in the snack-bar/concession stand
- No person under the age of 18 shall handle any propane tank
- All refrigeration equipment must meet commercial standards
- All workers within the snack-bar/concession-stand shall upon return from the restroom or the handling of any non-food item wash their hands in warm, soapy water; signs are posted in the bathrooms
- All persons having regular working duties in the snack-bar/concession-stand shall be tested for tuberculosis (TB)
- No person having any communicable disease, such as TB or hepatitis, shall work in the snack-bar/concession-stand
- No person having open sores, cuts, or oozing skin conditions shall work in the snack-bar/concession-stand until the condition clears/resolves
- A fire extinguisher complying with ABC standards must be placed in each snack-bar/concession-stand where it can be seen and easily accessed
- All fire extinguishers must be checked annually and services as needed
- Any fire extinguisher that is used or discharged must be re-charged as soon as possible
- A Food Handlers Card must be obtained from the Riverside County Department of Environmental Health
- Use of Non-Toxic Cleaners and Anti-Bacterial Soap to keep surfaces and utensils sanitized and free from cross contamination