



2024 ASAP Safety Manual

Bryan United Little League District 33

PO BOX 4455

Bryan, Texas 77805

www.bryanunited.com

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Safety Mission Statement

Mission: The top priority of Bryan United Little League (BULL) programming is the safety and well-being of all participants. All reasonable and practical measures will be taken to ensure the safety, health, and welfare of all organizational members. All participants (managers, coaches, umpires, volunteers, parents, players, concession workers, etc.) are required to cooperate with this safety program to ensure their personal safety and the safety of others.

Pillar: No game is too important, and no practice so urgent that we cannot take the time to perform them safely.

Bryan United Little League Important Organizational Contacts

President	Brenda Galvan	979-218-1745
Vice-President	Daniel Owens	903-571-2456
Safety Officer	Daniel Owens	903-571-2567
Player Agent	Fernando Vasquez	979-571-3897

Safety Officer

The Safety Officer is a Little League® mandated position that has two main functions – education and the development and implementation of a Safety Plan (Safety Officer 2024).

The Safety Officer is responsible for creating awareness and educating the league on the opportunities to provide a safer environment for children and all participants of Little League (Safety Officer 2024). The Safety Officer will also prepare a league safety plan each year and ensure the plan is implemented. A Safety Awareness Plan (ASAP) will be prepared and submitted to Little League® each year and the Safety Officer will ensure it's available to help establish league wide safety plans and procedures (Safety Officer 2024).

BULL Safety Officer

Daniel Owens

Phone: 903-571-2567

Email: safetyofficer@bryanunited.com

EMERGENCY: DIAL 911

Additional Numbers

Bryan Police Department	979-361-3888
Bryan Fire Department Station #2	979-209-5580
CHI St. Joseph Medical Center	979-776-3777
Bryan Texas Utilities	979-821-5700
Bryan Parks & Rec	979-209-5528
Poison Control	1-800-222-1222

Manager Responsibilities

The Team Manager is the most important position in BULL. The Team Manager is responsible for player safety, player development, and the overall player experience. The biggest difference between coaching and managing is knowing and implementing League rules and regulations. This section provides managerial expectations and responsibilities regarding player safety to ensure each manager is equipped for their role.

Volunteer Selection & Background Checks

Team Managers are responsible for selecting volunteers to assist with player development and the player experience. These positions traditionally include Team Coaches, Team Parents, and additional practice coaches. For the sake of this section, “volunteer” means any role involving player contact. It’s important to understand this overall rule:

All Volunteers must pass an official League background check and be approved by the BULL Board of Directors prior to ANY PLAYER CONTACT.

No volunteer is permitted to help with practices, be in the dugout, or take part in player contact activities without passing an official background check and receiving board approval. This is to ensure that all volunteers meet Little League® requirements to safely work around children.

The following “***Volunteer Selection Checklist***” can be used to ensure all proper rules and regulations are followed regarding player safety. Once the checklist is complete and board approval is granted, the volunteer can participate in all team activities. If a volunteer is concerned about the background check, the following qualification information may be helpful in guiding their concerns:

- **Any crime involving a minor is an automatic disqualifier.**
 - This includes active cases involving deferred adjudication.
- **All other reported events are subject to board discretion.**
 - This includes felonies, misdemeanors, or any other reported activity.
 - No reason must be provided if the Board doesn’t approve a selection.

Volunteer Selection Checklist

1. **Select Team Volunteer** (Ensure no player contact until Board approval)
2. **Have Selection Submit a Volunteer Application** (Bull Website)
3. **Ensure Selection Completes League Background Check** (Emailed from League)
4. **Notify Coaching Coordinator of Volunteer Selection**
5. **Await Board Approval/Disapproval from Coaching Coordinator**
6. **Ensure All Approved Volunteers Receive Official League ID**

Manager & Volunteer Mandatory Training

Little League® requires mandatory training for all managers and coaches to ensure player safety. The following chart shows which training each Team Manager and their Volunteers must complete each season.

Little League® Mandatory Training (Team Level)			
Position	Training	Timeline	Location
Manager/Coach	First Aid	Every 3 Years	Local League
Manager/Coach	Baseball Fundamentals	Every 3 Years	Local League
All Volunteers	Abuse Awareness	Annually	USABDevelops.com/page/3532/courses
Manager/Coach	Diamond Leader	Once	Little League Website

First Aid and Fundamentals training only require one Manager/Coach per team to be fully trained. However, it's recommended that all Managers/Coaches be trained if a trained individual is unable to be present during a practice or game.

All Managers/Coaches are required to complete the Diamond Leader course. This is a one-time course and does not require additional completion. All course completion certificates can be submitted to the division's Coaching Coordinator for official filing with the League.

Abuse Awareness must be completed annually by all volunteers. This is due to all volunteers being mandatory reporters of child abuse. **It's the expectation that all volunteers will complete annual Abuse Awareness training and legally report suspected child abuse.**

Injury Reporting

Any injury to a player, Team Manager, or Coach must be reported to the BULL Safety Officer and/or the League Official on duty immediately. Team Managers are also required to complete the [ASAP Incident/Injury Tracking Report](#), located in this manual, and submit it to the BULL Safety Officer within 48 hours of injury. The ASAP Incident/Injury Tracking Report can also be found on the BULL website along with the [Accident Claim form](#) and [instructions](#).

Injury Reporting Checklist

- 1. Recognize That an Injury Has Occurred** (Soft tissue injury, heat, concussion, etc.)
- 2. Contact Proper Resources** (Emergency: 911; Parent/Guardian)
- 3. Apply First Aid**
- 4. Ensure Player Is Transferred to Proper Authority** (Parent/Guardian, Ambulance, etc.)
- 5. Complete and Submit "Injury Report Tracker" Form** (found under "Download" tabs on BULL website or in appendix of this manual).
 - **Note: BULL League ID - #3433304**
 - **Submit to: safetyofficer@bryanunited.com within 48 hours of incident.**

6. If Medical Attention Is Needed:

- **Immediately Notify On-Duty Board Member and/or Safety Officer**
- **Direct the player's parent or guardian to the Accident Notification Claim Form and Information Sheet on BULL Website.**

Emergency Event

An emergency event is any event in which someone feels 911 should be called. The three most important actions to take during an emergency event are:

1. Call 911

- a. Get help on the way (the most important step)
- b. Use the "Emergency Contact Procedures" chart to identify addresses and take appropriate actions.

2. Provide First Aid

3. Send A Flagger for First Responders

- a. Let 911 know which entrance should be used
- b. Make it easy for first responders to see the flagger

Emergency Contact Procedures



Police



Fire



Rescue



Sheriff

The most important help you can provide to a victim who is 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 follows these steps.

1) First dial 9-1-1.

2) Give the dispatcher the necessary information. Answer any questions that he or she might ask.
Most dispatchers will ask:

- **The exact location or address of the emergency?** Include the name of the city or town, nearby intersections, landmarks, etc. as well as the field name and location of the facility, if applicable.

Our address is:

Travis Field: 2200 Bomber Dr., Bryan, TX

Henderson Park: 1001 Palasota Dr., Bryan, TX

- **The telephone number from which the call is being made?**
- **The caller's name?**
- **What happened** — i.e., a baseball-related accident, bicycle accident, fire, fall, etc.?
- **How many people are involved?**
- **The condition of the injured person** — i.e., unconscious, chest pains, or severe bleeding?
- **What help is being given** (first aid, CPR, etc.)?

3) Do not hang up until the dispatcher hangs up.

The dispatcher may be able to tell you how to best care for the victim.

4) Continue to care for the victim until professional help arrives.

5) Appoint someone to go to the street and look for the ambulance or fire engine and flag them down if necessary. This saves valuable time. Remember, every minute counts.

Player Safety Responsibilities

The Team Manager is responsible for understanding all rules and regulations regarding player safety. The following are specific areas with increased liability and awareness needs for all Team Managers and Volunteers. When in doubt about proper actions, please contact the BULL Safety Officer.

No Private One-On-One Player Contact

At no time is a Team Manager, Coach, Team Parent, or Volunteer allowed to be privately one-on-one with a player that is not under their direct guardianship. This complies with established Abuse Awareness and Anti-Grooming standards provided during required annual training. The intent is to ensure player safety is maximized and all Volunteers are held above reproach.

If a situation or incident requires one-on-one interaction (ex: uniform issues, first aid, sensitive emotional events), the Volunteer must ask another adult to accompany them before ever progressing into a more private interaction. Both adults must have visual contact with each other at all times.

Suspected Concussion Event

A Suspected Concussion Event (SCE) occurs when a player may have experienced an event that could reasonably cause injury to the brain. A concussion, by definition, is a form of traumatic brain injury that affects brain function. In youth sports, it's imperative to recognize the potential for a concussion and have the player appropriately treated and evaluated.

There are two checklists Team Managers may use during a SCE. The first checklist is a screening tool to help volunteers determine if a SCE took place. It's not meant to be a replacement for official medical evaluation and is only a tool to guide non-medical volunteers with SCE decision making. The second checklist is the official BULL protocol for a player experiencing a SCE.

Suspected Concussion Event Screening Tool		
Evaluation Questions	Yes	No
1. Did the player experience a traumatic event to the body or head?		
• If "Yes" Proceed with SCE screening.		
2. Did the player experience any loss of consciousness?		
3. Does the player show any signs of confusion?		
• Can they tell you: <ul style="list-style-type: none">○ Who they are?○ Where they are?○ What time/year it is?		

<ul style="list-style-type: none"> ○ What they were doing before the event? ○ If no to any of the above, the player is considered confused. 		
4. Does the player show any abnormality with standing or walking?		
5. Is the player actively vomiting or feel like they need to vomit?		
6. Does the player report any feelings of headache, blurry vision, or dizziness?		
7. Does the player shows any signs of repetitive questioning?		
8. Does the player report anything else that doesn't "feel right"?		
<ul style="list-style-type: none"> • Does the player's parent/guardian feel anything isn't "right"? 		
If <u>ANY</u> "Yes" during Questions 2-8, it's likely a SCE has occurred and BULL Concussion Protocol should be initiated.		

Note: The "Suspected Concussion Event Screening Tool" is only meant as a guide for decision making. A negative SCE does not mean a concussion is absent and additional evaluation should be considered before making a definitive decision.

Bryan United Little League Concussion Protocol Checklist
1. Determine if a suspected concussion event occurred (If yes, proceed)
2. Immediately remove player from the current game, practice, or activity.
3. Apply First Aid & Notify Parent/Guardian
4. Report injury via the Injury Reporting procedure
5. Ensure Parent/Guardian understands that player cannot return to team activities until evaluated by an approved healthcare provider.
6. Have Parent/Guardian provide a written release by an approved healthcare provider authorizing the player's return to team activities.
7. Submit a copy of the written release to the BULL Safety Officer
8. BULL Safety Officer will review written release to ensure it meets requirements
9. Player may return to team activities <u>ONLY</u> after BULL Safety Officer verifies release authorization an

BULL Concussion Protocol: The BULL Concussion Protocol follows Texas State Law regarding concussions during interscholastic league play. The first step in addressing a suspected concussion event is immediately removing the player from the current activity.

Teams Managers are responsible for ensuring all first aid, notifications, and reporting requirements are met during a SCE. They also must ensure the player's parent or guardian understands that the player cannot return to team activities until evaluated by an approved healthcare provider. An approved healthcare provider, under this protocol, includes a Physician

(MD/DO), Nurse Practitioner (NP), or Physician Assistant (PA). Other providers, such as Registered Nurses (RN), Athletic Trainers, and Paramedics, are not approved healthcare providers.

The Team Manager is to immediately submit a copy of the release authorization to the BULL Safety Officer. A player is not able to return to team activities until the BULL Safety Officer approves the release authorization and ensure it meets approved concussion protocol standards. The player may return to team activities once the BULL Safety Officer informs the Team Manager that the release authorization has met League approval.

If a player's parent or guardian expresses financial concerns regarding the release authorization process, please contact the BULL Safety Officer. Any event requiring medical evaluation, such as a SCE, qualifies for Little League insurance coverage.

Player Allergies and Allergic Reactions

The Team Manager is responsible for ensuring that all team activities honor a player's safety regarding potential for allergic reactions. Allergic reactions, if underestimated, can cause a player to experience anaphylaxis and die. It's imperative that Team Managers are aware of player allergies and ensure that playing areas, team snacks, and team activities do not create an avoidable allergic environment for the player. Common allergies that may be encountered are peanuts, fire ants, and bees. The following checklist can help ensure Team Managers approach player allergies responsibly.

Player Allergy Checklist
1. Ask all player Parents/Guardians to declare any player allergies prior to team activities
2. If allergies are identified, ask if player is prescribed an EpiPen. <ul style="list-style-type: none">• If EpiPen is prescribed, ask about its availability during team activities.<ul style="list-style-type: none">○ This is to be aware of its location in the event anaphylaxis occurs and/or to determine if 911 needs to be immediately called for epinephrine administration.
3. Take steps to limit or remove identified allergens from planned team activities. <ul style="list-style-type: none">• Ex: Prohibit snacks with peanuts if a player has a peanut allergy• Ex: Inspect activity area for fires ants, if a player has an ant allergy
4. Understand appropriate First Aid response in the event an allergic reaction occurs.
5. Communicate with player's Parent/Guardian to see if any further actions are needed.

Autism Awareness

Team Managers may have the privilege to coach a player diagnosed as autistic or being on the autism spectrum. Autism describes a series of traits which affect a player's ability to communicate, relate to others, understand language, and play effectively with others. If a parent/guardian informs a Team Manager about a player having autism, it's important to

understand what that specifically means for the player and how to best adapt coaching strategies to the player.

Players with autism may have difficulty communicating their feelings and may grow irritated with less structured events. Team Managers are encouraged to reach out to the BULL Safety Officer for additional resources for coaching youth with autism. The following questionnaire was published by Rutgers University to help youth coaches better communicate with parents/guardians:

Sample Questionnaire for Parents/Guardians of Children with Autism
How does your child communicate with you?
What are your child's interests?
What upsets your child?
What motivates your child?
How do you know when your child is agitated or upset?
How do you redirect your child when he/she is getting agitated?
Does your child exhibit any stimming behaviors or tics?
What is the best way to give your child direction?

Notable Little League Safety Rules

Team Managers are responsible for knowing all applicable rules and regulations in the Little League Baseball Rule Book. It's recommended that Team Managers download the rule book's phone application to review and reference official rules and regulations. The following are notable safety rules from "Appendix B – Safety Code for Little League":

- **A First-Aid Kit is to be available during all games and practices.**
- No games or practice should be held when weather or field conditions are not good.
- Play area should be inspected frequently for holes, damage, glass, and other foreign objects.
- Equipment should be inspected regularly.
- Batters must wear protective NOCSAE helmets during practice, as well as games.
- **Head-first slides are not permitted in Majors or below. (Unless returning to base)**
- Batting/Catcher's helmets shouldn't be painted unless approved by the manufacturer.
- **Regulations prohibit on-deck betters in Majors or below.**
- Players who are ejected, ill, or injured should remain under supervision until released to the parent or guardian.

Additional Notes

Team Managers are expected to perform their duties according to all established rules and

regulations. If any assistance is needed, please contact the BULL Safety Officer via the listed contact info in this manual. Additional guidance regarding reporting and notable first aid treatments can be found later in this manual.

ASAP Manual Distribution

This safety manual will be available to all Team Managers, Coaches, Volunteers, and Parents upon request. A digital copy will be available in the “Downloads” section of the BULL website. Additionally, a printed copy will be placed in the concession stand at both Travis and Henderson Park.

Volunteers

Volunteers have been the lifeblood of Little League since its inception, and hundreds of local children each year rely on the selfless dedication of adult volunteers to donate their time and talents to give our players the Little League experience. However, to protect the children involved, Regulation I (b) and (c) (8&9) in the current edition of the ***Little League Official Regulations, Playing Rules and Operating Policies***, requires that managers, coaches, board members, and any other persons, volunteers or hired workers, who provide regular service to the league and/or have repetitive access to or contact with players or teams must fill out an application form as well as provide a government-issued photo identification card for ID verification. Anyone refusing to fill out a Volunteer Application is ineligible to be a league member.

Bryan United Little League requires volunteers to complete a volunteer application through Team Sideline annually. When completing registration, volunteers should upload a copy of their Driver’s License or government-issued photo identification card to Team Sideline. Additionally, volunteers are required to submit to a background check through JDP, a company contracted with the Little League organization, to access records for sex offender registry data and other criminal records. Information gathered for background checks and results is considered confidential, protected from public disclosure, and not used for any purpose beyond determining volunteer eligibility.

All volunteers are expected to abide by the most current version of the ***Little League Official Regulations, Playing Rules and Operating Policies*** as well the Code of Conduct as laid out in the

Little League Ground Rules Manual. This manual can be viewed on the Little League website at any time.



Little League® Volunteer Application - 2023

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



This volunteer application should only be used if a league is manually entering information into JDP or an outside background check provider that meets the standards of Little League Regulations 1(c)(9). **THIS FORM SHOULD NOT BE COMPLETED IF A LEAGUE IS UTILIZING THE JDP QUICKAPP. Visit LittleLeague.org/LocalIBGcheck for more information.**

A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.

All RED fields are required.

Name _____ First _____ Middle Name or Initial _____ Last _____ Date _____

Address _____ City _____ State _____ Zip _____

Social Security # (mandatory) _____

Cell Phone _____ Business Phone _____

Home Phone: _____ E-mail Address: _____

Date of Birth _____

Occupation _____

Employer _____

Address _____

Special professional training, skills, hobbies: _____

Community affiliations (Clubs, Service Organizations, etc.): _____

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

1. Do you have children in the program? _____ Yes No
If yes, list full name and what level? _____

2. Special Certification (CPR, Medical, etc.)? If yes, list: _____ Yes No
3. Do you have a valid driver's license? _____ Yes No
Driver's License#: _____ State _____

4. Have you ever been charged with, convicted of, plead no contest, or guilty to any crime(s) involving or against a minor, or of a sexual nature? _____ Yes No
If yes, describe each in full: _____
(If volunteer answered yes to Question 4, the local league must contact the Little League Security Manager.)

5. Have you ever been convicted of or plead no contest or guilty to any crime(s)? _____ Yes No
If yes, describe each in full: _____
(Answering yes to Question 5, does not automatically disqualify you as a volunteer.)

6. Do you have any criminal charges pending against you regarding any crime(s)? _____ Yes No
If yes, describe each in full: _____
(Answering yes to Question 6, does not automatically disqualify you as a volunteer.)

Volunteer Application

7. Have you ever been refused participation in any other youth programs and/or listed on any youth organization ineligible list? Yes No

If yes, explain: _____
(If volunteer answered yes to Question 7, the local league must contact the Little League Security Manager.)

In which of the following would you like to participate? (Check one or more.)

- League Official Umpire Manager Concession Stand
- Coach Field Maintenance Scorekeeper Other _____

Please list three references, at least one of which has knowledge of your participation as a volunteer in a youth program: _____

Name/Phone _____

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

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 Signature _____ Date _____

If Minor/Parent Signature _____ Date _____

Applicant Name (please print or type) _____

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

LOCAL LEAGUE USE ONLY:

Background check completed by league officer _____ on _____

System(s) used for background check (minimum of one must be checked):

Review the Little League Regulation 1(c)(9) for all background check requirements

JDP (Includes review of the U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible List)*

OR

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

National Sex Offender Registry

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

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

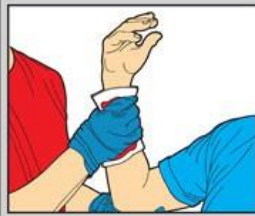
First Aid Training

Little League requires at least one coach or the manager from each team to complete First Aid training annually. Bryan United Little League requires its coaches to complete as well as **Abuse Awareness training** through the USA Baseball Development program. All volunteers must complete this training in order to be eligible on the field. This training is to be completed once a year before the beginning of the season.

Additionally, the Board of Directors conducts a Team Manager and Coach meeting prior to the beginning of each season where we discuss the ASAP manual, local safety policies, where to locate first aid kits, how to report an accident, concussion protocols, and other safety measures as needed.

Disclaimer: The following information is not intended as a substitute for professional medical advice, emergency treatment or formal first-aid training. Don't use this information to diagnose or develop a treatment plan for a health problem or disease without consulting a qualified healthcare provider. If you're in a life-threatening or emergency medical situation, seek medical assistance immediately.

FIRST AID



BLEEDING

- Apply direct pressure to the wound using a sterile gauze pad or clean cloth.
- Elevate the injured area above the level of the heart if there is no fracture.
- Cover the dressing with a pressure bandage. If bleeding does not stop apply additional dressings.
- If necessary, apply pressure to the artery with your hand.



BURNS

- Stop the burning. Remove the person from the source of the burn.
- Cool the burn. Hold burned area under cool (not cold or icy) running water or immerse for 10 to 15 minutes. Use cool compresses if water is unavailable.
- Cover the burn. Cover burn with non-adhesive sterile bandage or clean cloth.
- Prevent shock. Lay the person down and elevate the legs.



FRACTURES

- Help the person support the injured area. Stop any bleeding by applying pressure with sterile bandage or clean cloth.
- Check for feeling, warmth and color below fracture.
- Immobilize the injured area. Apply a soft or hard splint above and below the fracture.
- Apply ice or cold packs and elevate.
- Treat for shock. Lay the person down and elevate the legs.



SPRAINS

- Rest the ankle or injured area.
- Apply ice or cold packs (wrap in cloth or put cloth under to protect the skin).
- Compress by lightly wrapping an elastic bandage around the injured area.
- Elevate the injured area above heart level to reduce swelling.



EYE INJURIES

- Don't rub the eye.
- For a foreign particle such as dirt, sand, or sliver of wood or metal have the person pull the upper lid down and blink repeatedly.
- Flush the eye with water.
- For any chemicals in the eyes immediately wash the eyes with lots of water.



SHOCK

- Help the person lie down on his or her back.
- Elevate the feet about 12 inches. If raising the feet causes pain or further injury, keep him or her flat.
- Check for signs of breathing, coughing, or movement, and if absent begin CPR.
- Keep the person warm and comfortable.
- Turn the person on his or her side to prevent choking if the person vomits or bleeds from the mouth.



CHOKING

Signs of choking

- The person has hands clutching his or her throat, unable to breathe or talk; or skin, lips, and nails are turning blue.

Perform abdominal thrusts (Heimlich maneuver)

- Stand behind the person. Wrap your arms around the waist.
- Make a fist with one hand. Position it slightly above the person's navel.
- Grab the fist with the other hand. Press hard into the abdomen with a quick inward and upward thrust.
- Perform 5 abdominal thrusts. (Heimlich maneuver)
- If you are alone, perform abdominal thrusts before calling 911. If two people are available, one can call for help while the other performs first aid.
- If the person becomes unconscious, perform CPR.



Clear the airway of obese person or pregnant woman

- Place your hands a little higher than normal.
- Proceed as with the Heimlich maneuver, shoving your fist inward and upward quickly
- Repeat abdominal thrusts until the blockage is dislodged. If the person becomes unconscious, perform CPR.



CPR

- Check to see if the person is conscious or unconscious.
- If the person doesn't respond and you are alone first call 911, then begin CPR. If two people are available, one should call 911 and the other begin CPR.

Compressions - Begin compressions

- If face down, put the person on his or her back while supporting the head, neck, and back.
- Place the heel of one hand over the person's breastbone. Place the other hand on top of the first hand. Keep your elbows straight.
- Using your upper body push straight down compressing the chest to about 2 inches. Push hard at a rate of 100 compressions per minute.

Airway - Clear the airway

- If trained for CPR, after 30 compressions, open the person's airway your by placing your palm on the person's forehead and gently tilt the head back. With the other hand gently lift the chin forward to open the airway.
- Check for normal breathing, chest motion, and listen for normal breathe sounds.

Breathing - Breathe for the person

- Pinch the nostrils and cover the person's mouth with yours.
- Give the first rescue breath and watch to see if the chest rises. If it does rise give the second breath. If the chest doesn't rise, repeat the head tilt, chin-tilt, and give the second breath.
- Resume chest compressions.
- Continue CPR until there are signs of movement or emergency personnel take over.



CONCUSSION

SIGNS AND TIPS FOR PARENTS AND COACHES

In advance, learn to recognize the symptoms of a concussion:

VISIBLE CLUES

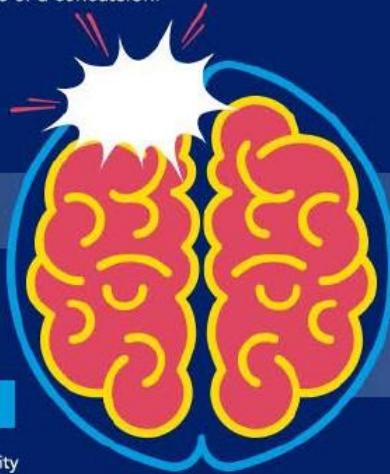
-  Trouble with balance
-  Clutching head
-  Dazed, blank or vacant look

IF YOU SUSPECT A CONCUSSION

- Remove the child from physical or cognitive activity immediately
- If a medical professional isn't onsite, consider transporting by ambulance
- Assess the child for symptoms related to concussion
- Watch for possible symptoms to evolve and take a child who shows symptoms to a health care professional
- Do not return a child to a sport the same day

Children's
MINNESOTA

childrensMN.org/concussion



SIGNS AND SYMPTOMS

-  General confusion
-  Seeing stars, flashing or dark spots
-  Blurred or double vision
-  Slurred speech
-  Headache, dizziness and nausea

SEEK ADDITIONAL CARE IF:



- ✗ Excessive sleepiness, hard to stay awake
- ✗ Vomiting, especially if more than once
- ✗ Severe headache that doesn't go away with rest or medication
- ✗ Loss of consciousness for more than one minute
- ✗ Confusion lasting more than 15 minutes
- ✗ Any seizure activity

Seek emergency care at a facility that has imaging capabilities, such as a CT scan. An urgent care may not have those capabilities.

Heat Illness

Heat exhaustion starts slowly and if not quickly treated can progress to heatstroke. In heatstroke, a child's temperature reaches 105° F (40.5° C) or higher. Heatstroke requires **immediate emergency medical care** and can be fatal.



Signs and Symptoms

Of heat exhaustion:

- increased thirst
- weakness
- fainting
- muscle cramps
- nausea and vomiting
- irritability
- headache
- increased sweating
- cool, clammy skin
- elevation of body temperature to less than 105° F (40.5° C)

Of heatstroke:

- severe headache
- weakness, dizziness
- confusion
- rapid breathing and heartbeat
- loss of consciousness leading to coma
- seizures
- may not be sweating
- flushed, hot, dry skin
- elevation of body temperature to 105° F (40.5° C) or higher



What to Do:

For a child with symptoms of heatstroke, **seek emergency medical care immediately**. In cases of heat exhaustion or while awaiting help for a child with possible heatstroke:

- Bring the child indoors or into the shade immediately.
- Undress the child.
- Have the child lie down; elevate feet slightly.
- If the child is alert, place in cool bath water. If outside, spray the child with mist from a garden hose.
- If the child is alert and coherent, give frequent sips of cool, clear fluids.
- If the child is vomiting, turn onto his or her side to prevent choking.



Think Prevention!

- Teach kids to always drink plenty of fluids before and during any activity in hot, sunny weather – even if they aren't thirsty.
- Make sure kids wear light-colored, loose clothing.
- Do not have your child participate in heavy activity outdoors during the hottest hours of the day.
- Teach kids to come indoors immediately whenever they feel overheated.

Do's and Don'ts of First Aid

DO.....

- Reassure and aid children who are injured, frightened, or lost.
- Provide or assist in getting medical attention for those who need it.
- Know your limitations!
- Carry a first-aid kit to all games and practices.
- Have your players medical release forms with you at all games and practices.
- Make arrangements to have a cellular phone available at all practices and games that occur at facilities that do not have public phones.
- Report all injuries to the League board ASAP! Contact the League Safety Officer, Player Agent, or President.

Don't.....

- Administer any medications to an injured player.
- Provide any food or beverages to an injured player other than water.
- Hesitate to give aid to injured players when needed.
- Be afraid to ask for help if you are not sure of the proper procedures, i.e. CPR, etc.
- Transport injured players except in extreme emergencies.
- Hesitate to report any potential safety hazard to the League Board or the Umpires in charge of the game.

Field Conditions

Prior to the start of each practice, coaches should inspect the field for hazards, including holes, rocks or other foreign objects. In the event a hazard is located on the field, (ie: hole in fence, low spot around a base, etc.), please notify the Safety Officer and/or the Board member on duty immediately.

Prior to the start of each game, the Home Team Manager should inspect the field for hazards, including holes, rocks or other foreign objects. In the event a hazard is located on the field, (ie: hole in fence, low spot around a base, etc.), please notify the Safety Officer and/or the Board member on duty immediately.

Umpires are also responsible for monitoring field conditions before and during the game as well as ensuring that all Little League and local rules are adhered to by both teams.

In case of conflict or ambiguity, the Little League Ground Rules manual will take precedence.



Umpire Guidelines

North Issaquah, Washington, Little League

Before the Game — Meet at home plate

- Introduce plate and base umpires, managers/coaches
- Receive official lineup cards from each team
- Discuss any local playing rules (time limit, playing boundaries, etc.)
- Discuss the strike zone
- Discuss unsportsmanlike conduct by the players
- Discuss the innings pitched by a pitcher rule
- Clarify calling the game due to weather or darkness
- Inspect playing field for unsafe conditions
- Discuss legal pitching motions or balks, if needed
- Discuss no head-first slides, no on-deck circle rules
- Get two game balls from home team
- Be sure players are not wearing any jewelry
- Be sure players are in uniform (shirts in, hats on)
- Inspect equipment for damage and to meet regulations
- Ensure that games start promptly

During the Game — Umpires and Coaches

- Encourage coaches to help speed play by having catchers and players on the bench prepared and ready to take the field with two outs
- Make sure catchers are wearing the proper safety equipment
- Continually monitor the field for safety and playability
- Pitchers warming up in foul territory must have a spotter and catcher with full equipment
- Keep game moving — one minute or eight pitches to warm up the pitcher between innings or in case of mid-inning replacement
- Make calls loud and clear, signalling each properly
- Umpires should be in position to make the call
- No protesting of any judgment calls by the umpire
- Managers are responsible for keeping their fans and players on their best behavior
- Encourage everyone to think “Safety First!”

Copy and provide to umpires for reference.

Little League Facility Survey

Prior to the start of the season, Bryan United Little League examines the following areas on each field:

Fencing

- Check for holes or loose areas
- Check gates into fields and dugouts for proper operation
- Check for jagged or unsafe sections

Outfield

- Check for holes, rocks or other foreign objects
- Check all sprinkler heads for proper spray and distance of spray
- Check for cracks or areas where new sod needs to be installed

Infield

- Check for low spots in dirt area
- Check bases and anchors for condition and proper operation
- Check pitcher's mound for proper slope
- Check home plate for curled edges, cracks, etc.
- Check safety netting for holes, tears or lack of tension
- Check all sprinkler heads for proper spray and distance of spray

Dugouts

- Check for damaged benches, bat racks and helmet racks (if available)
- Check roof for leaks or loose sections

Restrooms

- Check commodes and urinals for proper function
- Check sinks for water flow proper drainage
- Check stall doors for proper functioning and locking

- Check proper hand washing signs are visible

Lighting (Assisted by City of Bryan Electricians)

- Check for burnt out light bulbs
- Check alignment of lights to eliminate shadows and dark spots
- Check poles for cracks, proper anchors and grounding
- Check wiring for damage or splitting or loose connections Bleacher Area
- Check for cracked or damaged seats or steps
- Check handrails for damage and proper support
- Check concrete for cracks or other damage
- Check overhead coverings for holes or loose sections
- Additionally, the lights are tested and inspected at a minimum of four times a year during the months of Jan, April, July and October, not to mention multiple times throughout the season. The City of Bryan has a licensed electrician on contract to check and make repairs to lighting as well as a foot-candle meter purchased from Musco Sports lighting to ensure the foot-candle measurements are well above recommended levels.

Concession Stand

The City of Bryan is the property owner of both parks: Travis Fields and Henderson Park.

Travis Fields: The City of Bryan has a contract with Rally Cap Investments (RCI) to manage and operate Travis Park, including the concession stand. RCI outsources their concession stands to a private contractor. For 2023 the Concessionaire is Michael Ramirez – owner and operator of Walk-Off's Snack Shack, LLC. Business phone # 210-978-4678. Walk-Off's Snack Shack is responsible for the day-to-day operation of Travis Fields Concession stand along with making sure it is up to code and passes the Brazos County Health Department health inspection. Walk-Off's Snack Shack has their own operations manual in their stand.

Henderson Park: The City of Bryan allows Bryan United Little League to manage and operate Henderson concession stand. Bryan United Little League Concession Manager, Vanessa Pineda is responsible for the day-to-day operation of Henderson Concession along with making sure it is up to code and passes the Brazos County Health Department health inspection.

BULL has placed the following documents inside each stand:

- Phone Number for Police, Fire and EMS = **911**
- Complete list of contact phone numbers for all Board Members
- Proper hand washing instructions by sinks
- “Food Safety for Food Vendors” Document
- A copy of the BULL Safety Plan
- Extra incident forms



Food Safety for Food Vendors

Rebecca Dittmar*

Planning to feed a lot of people?

If you intend to set up a temporary food establishment, state law requires that you follow established food safety practices. Also, most local health authorities require a permit and may have additional safety requirements for food vendors and the booths themselves. These regulations apply to booster clubs, PTOs, little leagues, or nonprofit organizations involved with one-time, seasonal, or special events where they will serve food.

Contact your local health department to find out about local food sales, preparation and safety regulations.

Foodborne Illness

Foodborne illness is caused by harmful germs in food. When food is not handled and served properly, germs can contaminate the food and multiply very quickly. When food that is contaminated with bacteria is served, anyone can get sick. However, people that are especially at risk include young children, pregnant women, the elderly, and the chronically ill. That is why it is

*Extension Associate FPM, Foods and Nutrition,
The Texas A&M System

important to follow established food safety guidelines.

Cross Contamination

Cross contamination occurs when germs and other contaminants are transferred from raw products to the prepared food you serve. Cross contamination can easily be prevented by:

- ▶ Practicing good personal hygiene.
- ▶ Keeping hands and food preparation surfaces clean.
- ▶ Using gloves to handle food.
- ▶ Keeping foods that are to be served raw separate from cooked foods.
- ▶ Using separate equipment for preparing fish, meats and poultry.



Hand and Dish Washing

In order to prevent cross contamination and foodborne illness, you must keep your hands and equipment clean. The facility must have an approved flowing water supply, such as a sink or container of water with a spigot with which to wash hands and equipment. Some rules to follow are:

- ▶ Wash hands often with soap and warm water for 20 seconds, then apply a hand sanitizer.
- ▶ Use a three compartment sink or three basins to wash, rinse, and sanitize your equipment.

Wash in water with detergent at a minimum of 110 degrees F.

Rinse in clean hot water to remove suds and cleaner.

Sanitize in water with sanitizer at a minimum of 75 degrees F for one minute.

Temperature

Another way to prevent food borne illness is to cook and hold foods at the proper temperature. Foods should be cooked to the correct internal temperatures:

Food	Minimum internal temperature
Poultry	165 °F
Ground Meats	155 °F
Pork	145 °F
Other Meats	145 °F

Remember to keep hot foods hot and cold foods cold! Potentially hazardous foods such as hot dogs, hamburgers, beans, potato salad, or any food containing milk products, eggs, meat, or seafood should be kept out of the temperature danger zone (from 41 °F to 135 °F).

Contact Info:

For more information please contact the Texas Department of State Health Services, Food Establishment Group at 512-834-6753 or visit their Web site at <http://www.dshs.state.tx.us/foodestablishments>.

Local Contact:

Need a Food Handler's card/permit? Take our accredited training online at <http://foodsafetyonline.tamu.edu>

Texas A&M AgriLife Extension Service AgriLifeExtension.tamu.edu

More Extension publications can be found at AgriLifeBookstore.org

Educational programs of the Texas A&M AgriLife Extension Service are open to all people without regard to race, color, sex, disability, religion, age, or national origin.

The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating.

EMPLOYEES MUST WASH HANDS BEFORE RETURNING TO WORK



**1. Wet hands with running water,
(at least 100°F [38°C])**



2. Apply soap



**3. Vigorously scrub lathered fingers,
fingertips, between fingers, and**



**scrub hands and arms for at least 10
to 15 seconds**



4. Rinse under clean running water



5. Dry cleaned hands and arms

Texas Department of State Health Services
Food Establishments Group
1100 W. 49th Street
Austin, TX 78756
<http://www.dshs.state.tx.us/foodestablishments>



Distributed By: Texas AgriLife Extension Service

Equipment Check

Prior to the start of each season, the BULL Equipment Manager and Safety Officer will conduct a routine inspection of all equipment. Any equipment that does not meet Little League regulations will be properly disposed of and replaced with new equipment.

Equipment issued by BULL:

BULL provides equipment to coaches for practices and games. For the Tee Ball divisions, each Team Manager will pick up a bag for their team. The bag will include equipment for use in practice as suggested in the Little League Tee Ball Training Manual, Tee Ball baseballs, a tee and first aid kit.

For the other divisions, one equipment bag for each team will be provided in the facility's equipment room. The Team Manager is responsible for bringing their issued equipment bag to each game. Each team is responsible for returning the equipment bag with all issued equipment at the end of the season.

Coaches should inspect their equipment before each practice and game. Notify the BULL Safety Officer, Equipment Manager or Board Member on Duty of any equipment issues.

Pre-Game Equipment Inspection:

Additionally, prior to the start of any game, it is the responsibility of the umpires to inspect the condition of the playing equipment to be used by the players participating in the ensuing game. To do so thoroughly and effectively, the home plate umpire and his partner(s) are to examine each of the bats to be used, batting helmets that may be worn, and the equipment to be worn by the catcher, including the helmet, chest protector and shin guards. The batting helmets must be affixed with the NOCSAE symbol, be free of cracks or other visible damage, and all of the internal padding must not be missing, tattered, torn or frayed.

All baseball bats to be used in the Major Division and below, must be affixed with the USA Bat Standard marking, and deemed to be in accordance with Little League Rule 1.10 as outlined in the current edition of the Little League Rules, Regulations, and Policies. In Little League Baseball Intermediate 50/70, Junior, and Senior Divisions BBCOR bats are permitted. In each instance, all bats that may be used in the ensuing game must be void of any physical damage, or an altered state, that would prevent the bat from complying with the USA Bat Standard.

Like all application of Little League rules, decisions are made in accordance with the current rules, regulations, and policies, and in conjunction with the judgment of the umpires. It is the responsibility of the team manager to understand this process, and why it is to be done prior to each game throughout the regular season.

Accident Reporting

If a player is injured during a game or practice that may or may not require medical attention, Team Managers, Coaches or the Board Member on Duty should follow these steps:

- Administer any initial first aid treatment (if necessary)
- Contact the player's parent or legal guardian if they are not onsite at the time of the incident
- Document the incident with as much detail as possible on the [ASAP Incident/Injury Report](#). This report should be submitted to the BULL Safety Officer within 48 hours of the incident.
- If medical attention is needed, direct the player's parent or legal guardian to the [Accident Notification Claim Form](#) and [instructions](#) on our website, and explain Bryan United Little League's Accident Insurance through the AIG group program for Little League.
- If a player misses 7 or more continuous days of participation, a physician or other accredited medical provider must give written permission for a full return to baseball/softball activity.
- In cases involving a possible concussion, the league must adhere to Texas state law with respect to removal of the player and return to play protocols after being released by a physician. It is recommended a player suspected of sustaining a concussion be removed for at least the remainder of that day and then comply with state law for return to play guidelines.

All injuries are to be taken seriously, and volunteers serving as Team Managers and Coaches are responsible for making the health and safety of the players the top priority. During all Little League functions, where a team of players is participating as a group, it is the responsibility of the Team Managers and Coaches to be advocates for safe behavior for each of the players on their team.

The Safety Officer will notify the President of the situation and forward a copy of the report to the President. BULL will maintain all completed incident/injury forms in a secure location. All incident/injury forms will be forwarded to the District 33 office and Little League Headquarters within 20 days of the accident.

For Local League Use Only

Activities/Reporting

**A Safety Awareness Program's
Incident/Injury Tracking Report**

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 B.) Adjacent to Playing Field D.) Off Ball Field
 Base Path: Running or Sliding Seating Area Travel:
 Hit by Ball: Pitched or Thrown or Batted Parking Area Car or Bike or
 Collision with: Player or Structure C.) Concession Area Walking
 Grounds Defect Volunteer Worker League Activity
 Other: _____ Customer/Bystander Other: _____

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: _____



LITTLE LEAGUE® BASEBALL AND SOFTBALL ACCIDENT NOTIFICATION FORM INSTRUCTIONS

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

Accident & Health (U.S.)

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

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

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

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

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

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

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

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

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

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

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

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

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

For Residents of California:

Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

For Residents of New York:

Any person who knowingly and with the intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

For Residents of Pennsylvania:

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

For Residents of All Other States:

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

PART 2 - LEAGUE STATEMENT (Other than Parent or Claimant)

Name of League	Name of Injured Person/Claimant	League I.D. Number
Name of League Official		Position in League
Address of League Official		Telephone Numbers (Inc. Area Codes) Residence: () Business: () Fax: ()

Were you a witness to the accident? Yes No
Provide names and addresses of any known witnesses to the reported accident.

Check the boxes for all appropriate items below. At least one item in each column must be selected.

POSITION WHEN INJURED	INJURY	PART OF BODY	CAUSE OF INJURY
<input type="checkbox"/> 01 1ST	<input type="checkbox"/> 01 ABRASION	<input type="checkbox"/> 01 ABDOMEN	<input type="checkbox"/> 01 BATTED BALL
<input type="checkbox"/> 02 2ND	<input type="checkbox"/> 02 BITES	<input type="checkbox"/> 02 ANKLE	<input type="checkbox"/> 02 BATTING
<input type="checkbox"/> 03 3RD	<input type="checkbox"/> 03 CONCUSSION	<input type="checkbox"/> 03 ARM	<input type="checkbox"/> 03 CATCHING
<input type="checkbox"/> 04 BATTER	<input type="checkbox"/> 04 CONTUSION	<input type="checkbox"/> 04 BACK	<input type="checkbox"/> 04 COLLIDING
<input type="checkbox"/> 05 BENCH	<input type="checkbox"/> 05 DENTAL	<input type="checkbox"/> 05 CHEST	<input type="checkbox"/> 05 COLLIDING WITH FENCE
<input type="checkbox"/> 06 BULLPEN	<input type="checkbox"/> 06 DISLOCATION	<input type="checkbox"/> 06 EAR	<input type="checkbox"/> 06 FALLING
<input type="checkbox"/> 07 CATCHER	<input type="checkbox"/> 07 DISMEMBERMENT	<input type="checkbox"/> 07 ELBOW	<input type="checkbox"/> 07 HIT BY BAT
<input type="checkbox"/> 08 COACH	<input type="checkbox"/> 08 EPIPHYSES	<input type="checkbox"/> 08 EYE	<input type="checkbox"/> 08 HORSEPLAY
<input type="checkbox"/> 09 COACHING BOX	<input type="checkbox"/> 09 FATALITY	<input type="checkbox"/> 09 FACE	<input type="checkbox"/> 09 PITCHED BALL
<input type="checkbox"/> 10 DUGOUT	<input type="checkbox"/> 10 FRACTURE	<input type="checkbox"/> 10 FATALITY	<input type="checkbox"/> 10 RUNNING
<input type="checkbox"/> 11 MANAGER	<input type="checkbox"/> 11 HEMATOMA	<input type="checkbox"/> 11 FOOT	<input type="checkbox"/> 11 SHARP OBJECT
<input type="checkbox"/> 12 ON DECK	<input type="checkbox"/> 12 HEMORRHAGE	<input type="checkbox"/> 12 HAND	<input type="checkbox"/> 12 SLIDING
<input type="checkbox"/> 13 OUTFIELD	<input type="checkbox"/> 13 LACERATION	<input type="checkbox"/> 13 HEAD	<input type="checkbox"/> 13 TAGGING
<input type="checkbox"/> 14 PITCHER	<input type="checkbox"/> 14 PUNCTURE	<input type="checkbox"/> 14 HIP	<input type="checkbox"/> 14 THROWING
<input type="checkbox"/> 15 RUNNER	<input type="checkbox"/> 15 RUPTURE	<input type="checkbox"/> 15 KNEE	<input type="checkbox"/> 15 THROWN BALL
<input type="checkbox"/> 16 SCOREKEEPER	<input type="checkbox"/> 16 SPRAIN	<input type="checkbox"/> 16 LEG	<input type="checkbox"/> 16 OTHER
<input type="checkbox"/> 17 SHORTSTOP	<input type="checkbox"/> 17 SUNSTROKE	<input type="checkbox"/> 17 LIPS	<input type="checkbox"/> 17 UNKNOWN
<input type="checkbox"/> 18 TO/FROM GAME	<input type="checkbox"/> 18 OTHER	<input type="checkbox"/> 18 MOUTH	
<input type="checkbox"/> 19 UMPIRE	<input type="checkbox"/> 19 UNKNOWN	<input type="checkbox"/> 19 NECK	
<input type="checkbox"/> 20 OTHER	<input type="checkbox"/> 20 PARALYSIS/ PARAPLEGIC	<input type="checkbox"/> 20 NOSE	
<input type="checkbox"/> 21 UNKNOWN		<input type="checkbox"/> 21 SHOULDER	
<input type="checkbox"/> 22 WARMING UP		<input type="checkbox"/> 22 SIDE	
		<input type="checkbox"/> 23 TEETH	
		<input type="checkbox"/> 24 TESTICLE	
		<input type="checkbox"/> 25 WRIST	
		<input type="checkbox"/> 26 UNKNOWN	
		<input type="checkbox"/> 27 FINGER	

Does your league use batting helmets with attached face guards? YES NO
If YES, are they Mandatory or Optional At what levels are they used?

I hereby certify that the above named claimant was injured while covered by the Little League Baseball Accident Insurance Policy at the time of the reported accident. I also certify that the information contained in the Claimant's Notification is true and correct as stated, to the best of my knowledge.

Date	League Official Signature
------	---------------------------

First Aid Kits

First aid kits are located in both concessions stand at Travis Park as well as the concession stand at Henderson Park. These kits are routinely maintained by Safety Officer.

Please let the Safety Officer or Board Member on Duty know if the kit is low on supplies.

For all divisions, each Team Manager will be issued an equipment bag for their team which includes a first aid kit. The Team Manager is responsible for notifying the Safety Officer or Equipment Manager if the kit gets low on supplies during the season. The Equipment Manager should also be notified of the state of the first aid kit when the equipment bag is returned after the conclusion of each season

Managers must bring a first aid kit to all games and practices.

Enforcement of Little League Rules

Bryan United Little League expects all volunteers to abide by the most recent edition of the ***Little League Official Regulations, Playing Rules and Operating Policies***. Team Managers are given a copy of the current rule book at the Team Managers and Coach's meeting prior to each season. This manual is located on the little league website.

General Safety Rules & Guidelines

- Team Managers and Coaches are expected to enforce rules at practices as well as games.
- The Little League rules shall define the rules of play for a game. The Umpire-in-Chief shall have sole discretion for making judgment calls during a game.
- Cell phone use is permitted on the playing field or in the dugout during a game to access Little League Rule Book.
- No food is allowed in the dugout or on the field of play during a game.
- Only uniformed players, managers, and coaches are permitted in the dugout during a game. Batboys and/or batgirls are not permitted.

- Siblings of players shall not enter the field or dugout during games or practices
- Players must not wear watches, rings, pins, jewelry, or other metallic items. Jewelry that alerts medical personnel to a specific condition is permissible (LL Rule 1.11(j)).
- Batters and runners shall wear a protective helmet approved by NOCSAE (see LL Rule 1.16).
- Pitching machines, if used, must be in good working order (including extension cords, outlets, etc.) and must be operated by adult managers and coaches only.
- Players who wear glasses should be encouraged to use “Safety Glasses.”
- There will be NO on deck batters permitted on the playing fields (LL Rule 1.08). Practice swings of the bat are allowed only in designated areas of the dugouts.
- Team Managers and/or Coaches are not allowed to catch/warm-up pitchers (Rule 3.09); this includes standing at the backstop during practice as an informal catcher for batting practice.
- Only the first batter of each half-inning will be permitted outside the dugout between half-innings.
- Catchers must wear the following equipment during a game and when warming up a pitcher:
 - long-type chest protector,
 - throat guard,
 - shin guards protective mask with helmet, and
 - catcher’s mitt.
- Catchers are required to use a catcher’s mitt during games and when warming up a pitcher. If a catcher is left-handed, the Team Manager is responsible for contacting the Equipment Manager to arrange for a left-handed catcher’s mitt.
- A player shall not be permitted to play the catcher position without the proper equipment.
- The first baseman may use a first-baseman’s mitt or a regular fielder’s glove.
- All bats must meet [Little League specifications](#).
- All fields must have bases that dis-engage their anchor as required by Little League rules.

Lightning/Hazardous Weather Policy

Lightning or hazardous weather is deemed imminent if any of the following exists:

1. Thunder is heard.
2. A lightning strike within 10 miles is observed. Observation can include:
 - a. Witnessing the strike visibly hit an area that is known to be within 10 miles,
 - b. Utilizing an application such as Weather Bug or other app that detects a strike within 10 miles
3. A tornado warning or watch is issued for an area that includes the field.
4. A thunderstorm warning is issued for an area that includes the field.

If lightning or hazardous weather becomes imminent all participants and other attendees present shall seek a lightning-safe structure.

According to the National Weather Service, a **lightning-safe structure** is either a substantial building (one with plumbing and wiring such as a home, school, church, office building, indoor concourse or recreation center) or an enclosed metal vehicle. At this time, no structures at Travis or Henderson parks have been determined to be lightning-safe. Therefore, participants and attendees shall evacuate the field and find shelter in an enclosed metal vehicle.

Prior to the Event

The board member on duty at Travis Park, in conjunction with the board member on duty at Henderson Park and the president of the league or another designated board member, shall monitor weather related threats for the day and make every attempt to cancel any scheduled event before anyone shows up at the fields if lightning or hazardous weather is imminent. The goal here is not to overreact but to know that the majority of our members would rather know early and not be forced to come to the park and then the event be cancelled. If lightning or hazardous weather becomes imminent within 30 or fewer minutes of start time, the event will be cancelled and may be rescheduled. No event will start under a delay due to lightning or hazardous weather being imminent.

Therefore, any event, for one example, scheduled to begin at 5:50 p.m. will be cancelled if lightning or hazardous weather becomes imminent anytime at or after 5:20 p.m. up until the end of the game. This will not necessarily cancel the second event of the evening. However, any event scheduled to start at 7:30 p.m. will be cancelled if lightning or hazardous weather becomes imminent anytime at or after 7:00 p.m. up until the end of the game.

During the Event

If lightning or hazardous weather during an event is a possibility but not imminent, the board member on duty at each park will inform umpires and coaches of the possibility and what actions will be taken if it becomes imminent. It is important that time is taken here to reduce the amount of time that will be necessary in the event that lightning or hazardous weather becomes imminent.

If lightning or hazardous weather becomes imminent during a game or other scheduled event, the event shall be cancelled, and all participants and other attendees shall seek a lightning-safe structure. The board member on duty shall inform the umpires and/or coaches on each field and the concession stand staff of the decision and communicate with them that they are required to seek a lightning-safe structure and that the game is cancelled.

Once the decision is made to cancel an event, the board member on duty does not have time to debate this decision with any umpire or coach due to the number of fields to which the board member must pass along this information.

If on duty at Travis, the board member shall inform the umpires and/or coaches on fields 1-3, then the concession staff making sure that each knows the policy.

If on duty at Henderson, the board member shall inform the umpires and/or coaches on fields 1-4 then the concession staff making sure that each knows the policy.

Rescheduling of events that are cancelled will be handled with a different operating policy.



Notes from the National Weather Service

- *There is no safe place outside when thunderstorms are in the area.* If you hear thunder you are likely within striking distance of the storm. Just remember, **“When Thunder Roars, Go Indoors!”**
- A **lightning-safe structure** is either a *substantial* building (one with plumbing and wiring such as a home, school, church, office building, indoor concourse or recreation center) or an enclosed metal vehicle. Once inside, stay away from showers, sinks, bath tubs, and electric equipment such as stoves, radios, corded telephones and computers.
- **Unsafe buildings** include car ports, open garages, covered patios, picnic shelters, beach pavilions, and golf shelters, tents of any kind, baseball dugouts, sheds, and partially enclosed vending areas.
- A **safe vehicle** is any fully enclosed metal-topped vehicle such as a hard-topped car, minivan, bus, truck, etc. While inside a vehicle, do not open any windows and do not use electronic devices such as radio communications or touch metal framework during a thunderstorm.
- **Unsafe vehicles** include golf carts, convertibles, motorcycles, or any other open cab vehicle
- **Severe Thunderstorm Warnings are not issued based on lightning.** All thunderstorms produce thunder and lightning and are potentially deadly. A **Severe Thunderstorm Watch** or a **Tornado Watch** are issued when conditions are favorable for the development of severe storms (wind gusts in excess of 58 MPH, quarter size hail or larger, or tornadoes). A **Severe Thunderstorm or Tornado Warning** is issued when severe weather has been detected or may be imminent.

- Most victims survive a lightning strike; however medical attention is needed immediately. Have someone call 911. Victims do not carry an electrical charge and can be touched. In many cases, the victim's heart and/or breathing may stop and rescue breathing and/or CPR may be needed. Monitor the victim until medical help arrives; heart and/or respiratory problems could persist, or the victim could go into shock. If possible, move the victim to a safer place away from the threat of another lightning strike.
- Lightning can strike outside of the rain area or thunderstorm cloud. In extreme cases, "bolts from the blue" can strike 10-15 miles from the thunderstorm. Don't wait for rain to get to a safe structure and don't leave the safe structure just because the rain has let up.
- Many lightning casualties occur because people do not seek a safe structure soon enough. Not wanting to appear overly cautious, many people wait far too long before reacting to this potentially deadly weather threat.
- Don't hesitate to stop the event and have patrons seek a lightning-safe structure if the sky appears threatening (especially if your weather watcher knows thunderstorms are a possibility). Thunderstorms can develop directly overhead and some storms may develop lightning just as they move into your area.
- Only about 10% of people who are struck by lightning are killed, leaving 90% with various degrees of disability, including life-long debilitating injuries.