



South Kingstown American

Little League

Safety Manual 2024

ID #2390312

Safety Officer: Joe Reppucci, RI EMT-AC

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1. Safety Code

- All Managers will be given copies of the 2024 Safety Manual.
- All managers will be given First Aid Kits and ice packs in the equipment bags.
- Use good judgment when bad weather arrives. Do not go on the field if there is thunder and lightning. If the field is soaked and you feel that it poses a threat of injury, please speak with the umpires and other coaches about calling the game. The decision to cancel a game in advance due to weather and field conditions, will normally be made by the South Kingstown Recreation Department by 3:00PM. This information can be found on our web site <https://clubs.bluesombrero.com/southkingstownll> or by calling the Guild at 789-9301.
- Before every game and practice, the umpires and coaches should walk the field to look for damage or hazards. All issues will be reported to the Safety Officer or President.
- Keep all players and equipment in the dugouts.
- At least 1 coach or manager must be First Aid certified before a team is allowed on the field.
- Jewelry is NOT allowed to be worn by players.
- All male players must wear athletic cups during games and practices. It is recommended that girls wear a female protective cup.
- All catchers (including any player serving as catcher at any time) **MUST** wear the catcher's mask with a "dangling" type throat protector and catcher's helmet during all warm-ups and games including pitcher warm-ups, infield or outfield warm-ups, and practice or game play.
- **Only swing bats in the designated areas** (batting cages and home plate)
- Safety must be at the forefront of any decisions we make and must always be on our minds.
- A pitch count will be done by the score keeper in the scorer's booth for both teams or by a coach or manager from each team.
- Each Manager and Coach will talk to his or her players about playing field rules such as not to dig cleats into outfield grass, keep your teammates up and in the game. Parking lot safety, proper field and dugout cleaning when game is over.

2. Equipment

- The equipment has been evaluated before the season; however, it is the responsibility of the Managers to constantly evaluate the condition of the equipment. Throughout the year, special attention must be given to the equipment to keep it serviceable. At times it may need simple repairs, like screw tightening or cleaning. If the equipment is unserviceable, it must be turned in to the Equipment Manager (Mike Hallock). The extra attention that is given to our equipment will add to the length of its life and reduce our operating costs. At no time may a player use a bat that is not authorized by Little League Baseball or Softball. Faceguards, mouth guards and protective cups are recommended/encouraged for all players.

3. First Aid

- First Aid training will take place on **March 21, 2024** and **April 11, 2024** with the Kingston Fire District of South Kingstown. This training will also be available to all umpires, and umpires in training. The South Kingstown Emergency Medical Services (SKEMS) in conjunction with the Union/Kingston Fire Districts, and South Kingstown Police Department will come when you call 911 with an emergency.
- When treating any injury, remember **PRICES** – Protect, Rest, Ice, Compression, Elevation, and Support.

4. South Kingstown Little League (SKLL) Accident Reporting Procedure

- What to report - An Incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid must be reported to the League Safety Officer (Joe Reppucci 401-265-9430) and/or the President of the Board (Frank Gallucci 401-578-0971).
- This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury by a physician.
- When to report - All such incidents described above must be reported to the League Safety Officer and/or President of the Board within 24 hours of the incident. (** See Phone numbers above.)
- How to make a report -Reporting Incidents can come in a variety of forms. Most typically, they are Accident reporting forms found at <https://www.littleleague.org/downloads/accident-claim-form/> or make a phone call to League Safety Officer and/or President of the Board.
- If a player is removed from a game or practice due to an injury and seeks medical attention, a clearance note from a physician must be received before the player is allowed to play in his/her next practice or game.

5. Emergency Medical Procedures and Key Officials' Phone Numbers

- If any injury occurs all player should immediately take a knee, and all play will be stopped to protect the player from further injury as well as those not being closely monitored due to the focus on the injured player.
- Check player's breathing, pulse and alertness to immediately judge the seriousness of the injury:
 - In the event of an emergency, first phone call is to 911 or SK Police Dispatch at 401-783-3321.
 - Please give detailed information on field location, age of child, and scope of injury.
 - Emergency Medical Services will be provided by the South Kingstown Emergency Medical Services (SKEMS) in conjunction with the Union/Kingston Fire Districts, and South Kingstown Police Department.
 - Send someone to the nearest intersection to direct emergency services to your location.

- Review the Medical Release form for any important information/warnings about medical conditions the player may have. Ensure this form is provided to the first responders.
- Either locate the parents/guardian from the emergency contact listed on child's registration/medical form (It is required that all managers have these at every game or practice).
- Within 24 hours notify the League Safety Officer and/or President of the Board.
- Evaluate the injury:
 - Determine if the player can return to play or needs first aid.
 - Evaluate if the player can be moved off the field? If you are unsure, DO NOT move the player.
 - If No: Clear area around player and begin a basic examination of the injury site
 - If Yes: Move the player to sideline for closer examination.
 - Record the injury on an Incident/Injury report.
 - Follow up with the player until injury is healed and player can return.
 - Get medical release prior to allowing player to return, if formal treatment was required
 - When treating any injury, remember PRICES – Protect, Rest, Ice, Compression, Elevation, and Support.
 - The third phone call will be to either the Safety Officer, League Coordinator, or one of the Board members listed below:

1. If Minor Injury Occurs

- Give the appropriate first aid for the injury (i.e., Band-aid, Ice, Etc.)
- Monitor between innings.
- Alert Parent at Pick up if needed
- Coaches need to notify the League Safety Officer and/or President of the Board within 24 hours and complete the Activities Reporting Form. When in Doubt FILL IT OUT!
- Follow up call to injured player is recommended.

2. If Serious Injury Occurs:

- Give the appropriate first aid for the injury, if needed stabilize the injured Player. (Do Not Move If possible)
- Call 911 and request AMBULANCE.
- Turn over care to professionals when they arrive and help as directed.
- Locate or Contact the Parent or Guardian of injured player.
 - If parents are not available, go with the player to the treatment center with the ambulance, turn over the team to an authorized coach.
 - Player **SHOULD NOT BE LEFT ALONE AT HOSPITAL** without **ADULT**.

- If emergency medical treatment isn't required, urge player and parents to see a doctor for a proper diagnosis and treatment plan.
- Coaches need to notify the League Safety Officer and/or President of the Board within 24 hours and complete the Activities Reporting Form. When in Doubt **FILL IT OUT!**
- Follow up call to injured player is recommended.

3. Travel Coaches

- If injury occurs at an away contest and you are the only coach, utilize your first aid kit and if a visit to hospital is required, utilize another adult to bring injured player to the hospital, since you are responsible for your team also.
- Be sure to contact parent or guardian ASAP.
- Coaches need to notify the League Safety Officer and/or President of the Board within 24 hours and complete the Activities Reporting Form. When in Doubt **FILL IT OUT!**
- Follow up call to injured player is recommended.

4. Additional Safety Precautions

- NO Practice or Game should begin in unsafe conditions on the playing field or in dugout.
- Any Player wearing glasses should have plastic lenses.
- First Aid Kits will be with you at ALL times. (Both Games and Practice)
- Water should always be close by, particularly in hot weather. Make time for water breaks during practices.
- Any player that receives formal medical care must have a doctor's note before being allowing to return.

Do's and Don'ts

Do's

- Have your medical release forms with you at games and practices. They have very important medical information and insurance information on them.
- Reassure children that are hurt, frightened or unsure of themselves.
- Carry First Aid Kits and Ice Packs in your equipment bags for all practices and games.
- Evaluate all injuries carefully and do not assume anything.
- Wear the latex free medical gloves that are in the First Aid Kit when bleeding is involved.
- Carry a cell phone to all games and practices. If you do not have one, try to make arrangements to have one available.
- Report any potential hazards to the League Safety Officer and/or any available member of the Board .

Dont's

- Give any medications out, including aspirin, Tylenol, or vitamins.

- Be afraid to ask for help, even from people in the stands.
- Leave children unattended at a practice or game.

5. Board Officials' Phone Numbers and Positions

Person	Role	SKLL Email
Frank Gallucci	President	president@skll.org
Mike Previty	Vice President	vp@skll.org
Shawn Hyland	Secretary	secretary@skll.org
Sean Deibler	Treasurer	treasurer@skll.org
Sean Catero	Player Agent - Junior & Senior Divisions	playeragent@skll.org
Joe Reppucci	Safety Officer / Fundraising & Special Events Coordinator	safetyofficer@skll.org
Mike Clarence	Information Officer	info@skll.org
Erik Lind	Coaching Coordinator	coaching@skll.org
Tony Sama	AAA and AA Commissioner / Sponsorship Coordinators	sponsorship@skll.org
Steve Mooney	Softball Commissioner	softball@skll.org
John Slocum	Town Liaison / Field Scheduling Manager	coaching@skll.org
Mike Hallock	Equipment Manager / Uniform Manager	equipment@skll.org

6. **Field Guidelines**

- Speed limit is 5mph in parking areas
- No alcohol in the parking lot, field, or common areas
- Do not climb on the fences
- Only swing bats in the designated areas (batting cages and home plate)
- No rough housing or wrestling
- Players must remain in the dugout during the game
- Players must clean the dugout after each game
- No profanity is allowed
- During a game, the batting cages adjacent to the field, can only be used for warming up pitchers
- Smoking is prohibited on or near any of our fields.

7. **Accident/Injury Reporting**

When an injury occurs, please take down the following information:

- Name and phone number of individual involved
- Date, time, and location of accident

- A detailed description of what happened
- Estimation of the extent of the injury
- Name and phone number of the individual reporting the accident
- Any other information that you feel could be useful
- Advise the League Safety Officer and/or President of the Board **within 24-hours.**
- Also fill out the Incident/Injury Tracking Report form included in this Plan and available at <https://www.littleleague.org/downloads/accident-claim-form/>.

8. Concussions in Baseball

1. By USA Baseball Medical/Safety Committee

(http://www.usabaseball.com/news/article.jsp?ymd=20100420&content_id=9438236&vkey=news_usab&gid)

December 2, 2010

Concussion injuries in all levels of sport have been a major topic in the press and medical literature over the past couple of years. According to the Centers for Disease Control and Prevention there may be as many as 3.8 million sports and recreation related concussions in the United States each year. Concussions account for one in ten of all sports injuries, and for young people ages 15-24 sports are second only to motor vehicle accidents as the leading cause of brain injury. (1) United States emergency departments treat an estimated 135,000 sports and recreation traumatic brain injuries (TBI), including concussions, each year in children ages 5 to 18. Concussions can happen in any sport and at any age. What is a concussion? A concussion is a brain injury that can be caused by a blow or jolt to the head and can change the way the brain normally works. Any concussion is serious whether mild or severe. They can also be caused by a blow to the body that causes the head to move rapidly back and forth and causes the brain to strike the surrounding skull. Concussions most often do NOT result in loss of consciousness - only 10% involve loss of consciousness.

Some of the symptoms of concussion that may be reported by the athlete are as follows:

- Headache
- Nausea
- Dizziness
- Sensitivity to Light
- Memory Problems
- Confusion
- Sensitivity to Noise
- Slowed Reaction Times
- Drowsiness
- Loss of Balance
- Vomiting
- Blurred Vision

Coaches may observe the following in a concussed athlete:

- Confusion

- Dazed
- Loss of Consciousness
- Behavior Changes
- Clumsy Movement
- Personality Changes
- Cannot Recall Events After Hit or Fall

According to the Consensus Statement on Concussion in Sport by the 3rd International Conference on Concussion in Sport, an athlete showing any of the above signs of concussion should be medically evaluated onsite. If no health care provider is available, the player should be removed from play and referred immediately to a physician. Once the first aid issues are addressed, an assessment of the concussion can be made. The player should not be left alone following the injury because monitoring for deterioration is important. A player with a diagnosed or suspected concussion should not be allowed to return to play on the day of the injury. (2) Concussed athletes should not return to play until all signs and symptoms have resolved at rest, and then following exertion using a graduated protocol (see below). An athlete should never be released to participation without a signed statement from a medical physician.

There should be a graduated return-to-play protocol following a concussion, and the athlete can proceed to the next level if there are no symptoms at the present level. The graduated return-to-play protocol is as follows: (2) Each step generally takes 24 hours. If there are any symptoms at any stage, the athlete should drop back to the previous stage.

No Activity -- Complete physical and cognitive rest
 Light aerobic exercise -- Walking, stationary bike, no resistance training
 Sport-specific exercise -- Running drills, etc, no head impact activities
 Non-contact drills -- Start progressive resistance training
 Full contact practice -- Following medical clearance normal training activities
 Return to play -- Normal game play

A repeat concussion before the brain fully heals can slow recovery and increase the possibility of long term problems. In some cases repeat concussions can result in permanent brain damage and death, which is called second impact syndrome.

It is important for athletes, coaches, and parents to be aware of the signs and symptoms of concussion, how to prevent concussions, and to never to allow an athlete to return to play following a concussion without proper care- no matter how minor the injury might seem. Every organization should have a written injury management protocol, and everyone associated with the organization should have a copy - coaches, athletes, athletic trainers, physicians, and parents.

References:

1. U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, Heads-Up Concussion in Youth Sports.

2. McCrory P and al: Consensus Statement on Concussion in Sport, 3rd International Conference on Concussion in Sport, Zurich, November 2008. Clinics in Sports Medicine, Volume 19, Number 3, May 2009.

9. Safety Procedures for Concession Stand

- No persons under the age of 15 are permitted in the Concession Stand
- Cooking equipment will be inspected periodically and repaired or replaced if need be.
- Any propane tanks will be turned off at the grill and at the tank after use.
- Cooking grease will be stored safely in containers away from open flames.
- Carbon Dioxide tanks will be secured with chains so they stand straight upright and can't fall over. Report damaged tanks and valves to the supplier and discontinue use.
- Cleaning chemicals must be stored in locked container.
- A Certified Fire Extinguisher suitable for grease fires must be placed in plain sight at all times.
- All concession stand workers will attend a training session on how to respond to a conscious choking victim.
- A Fully stocked First Aid Kit will be placed in the concession stand.
- The Concession Stand main entrance door will not be locked or blocked while people are inside.
- All workers in concession stand will wear latex free serving gloves and keep hands clean at all times. Hand sanitizer cleaner will be available for workers.

10. Coaches Training

A fundamentals coaching clinic will take place on **3/17/24**, and **3/24/24** at Anchor Sports. Coaches are asked to bring sneakers and a glove as this will be an interactive session. All coaches are strongly encouraged to attend. First time coaches are required to attend this training. First Aid Training tips will also be held during this session. All active coaches and managers will be required to attend the first aid training once every two years in order to be eligible to coach or manage. This training will also include heat related emergencies and include proper warm up drills.

11. Other SKLL Policies

- All Little League volunteers including concession stand workers will be required to fill out the official Little League Volunteer Application Form and complete the online Abuse Awareness Training. In addition, background checks for all managers, coaches, officers and elected members are required and must be complete before April 1, 2024. Instructions and links are included on our website skll.org under Volunteer Opportunities. Completion Certificates should be sent to treasurer@skll.org.
- A list of all Board members and managers will be posted in the concession stand. In addition, these names and contacts are also posted on the SKLL website.
- SKLL will complete the Annual Little League Facility Survey.
- SKLL consistently updates its officers listing and copies are forwarded to our District 3 coordinator as well as Little League headquarters.
- Player Roster, Coach and Manager Data will be submitted thru the Little League Data Center

12.COVID-19 Safety

South Kingstown Little League and its Board of Directors prioritizes the health, safety, and well-being of our players, coaches, and families. We also acknowledge the important role that organized team sports and physical activities have on our children within the town of South Kingstown. SKLL COVID preparation plan has been developed based on the recommendation of the CDC and the Rhode Island Department of Health. The following control plan and guidelines have been established to guide our players, coaches and parents. Implementing the guidelines described herein will require cooperation and collaboration between SKLL, coaches, parents and players.

These guidelines have been created utilizing public information and documentation available as of June 28, 2022. Due to the dynamic nature of the situation surrounding COVID-19, it is likely that this information will change over time. SKLL will do its best to maintain compliance with all applicable rules, regulations and suggestions as they become available. (<https://health.ri.gov/publications/guidance/Youth-Adult-School-Sports.pdf>)

13. COVID-19 Safety Plans (Practice/Games/Concessions)

Practice

- Players are not to attend practice if they are sick.
- Each player will have their own personal labeled water bottle, not to be shared.

Games

- Players are not to attend practice if they are sick.
- Each player will have their own personal labeled water bottle, not to be shared.

Tuckertown Field Concession Stand

- General Schedule / Outline / Additional Information
 - Concession stand are professionally managed by a third party vendor. They will be responsible for all State and Local Health Ordinances.
 - All of the staff will be licensed food safety managers with the RI Department of Health

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14. Appendix B: Incident & Accident Reports

1. Local League Reporting Form

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 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 Parking Area Concession Area Volunteer Worker Customer/Bystander
D.) Off Ball Field Travel: Car or Bike or Walking League Activity 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: _____