



MID CITY LITTLE LEAGUE
District 6 – Lake Charles, LA
P.O. Box 16300, Lake Charles, LA 70616



Mid City Little League - Safety Plan



ESTABLISHED 1953

Prepared for:
Mid City Little League
League ID No. 03180109
2025 SEASON

“A S A P”

A Safety Awareness Program

The Mid-City Little League mission is to offer a community involved volunteer program that instills discipline and character in our youth, by teaching good sportsmanship, courage, loyalty, honesty, and respect for authority, so that they may grow to be well-rounded, outstanding citizens.

Table of Content

Letter from the President of MCLL	3
Introduction	4
MCLL Mission Statement	5
MCLL Approach to Safety	5
Volunteer Requirements	6
Training Requirements	7
- Volunteer First Aid and CPR Fundamentals	7
- League Managers and Coaches Fundamentals	7
- League Umpire Fundamentals	8
- Players Training and Development	8
MCLL Mission and Code for Accident / Injury Prevention	9
Related Injury Prevention	11
- Sun Burn Prevention	11
- Heat Exhaustion, Heat Cramps, and Heat Stroke	11
- Communicable Disease Prevention	12
- Lightning Facts and Lightning Safety	13
Do's and Don'ts Procedures of Injury Management	15
MCLL Emergency Contact Numbers	16
Accident / Injury Reporting Procedure	17
Storage Building Management Procedure	18
Attachment	
- Concession Stand Manual	19

A letter from the President of Mid City Little League about Safety

Dear Board Members, League Officials, Managers, Coaches, and Parents:

As communicated throughout the years, it is the policy of the Mid City Little League to provide a safe environment in which our children may develop and play baseball. As volunteers, we have the responsibility to raise awareness about safety with everyone involved in our little league's program.

In 2005, Mid City Little League presented its first Safety Plan to the National Little League Headquarters in Williamsport, PA., which placed emphasis on the protection of players and the prevention of injuries across the league. This year, the focus is the same... We want to provide an environment where all players feel safe and have fun while playing Little League Baseball.

Since enacted in 1994, A Safety Awareness Program (ASAP) overall objective has been accident prevention, and the reduction of injuries suffered by Little League athletes. Initiatives such as "Pitch Count" and "Break-Away Bases, have substantially decreased the number of overall injuries across Little League organizations by over 70 percent. MCLL supports these and other initiatives developed to protect the health of players and volunteers, by sharing the ASAP initiatives with the MCLL organization.

MCLL volunteers and Staff will receive a copy of this Safety Plan in its entirety, and will be required to incorporate its principles during practices, games, and league related activities; keeping in mind, that "prevention" of injuries is our goal. Each volunteer has the responsibility of ensuring that these guidelines are followed at all times, and that a prompt and adequate response is enacted when situations arise. Copies will be issued to the District Administrator and Safety Officer as well.

As you review this Safety Plan, you will realize that the information contained herein has as a premise the goal of creating a safer environment for all MCLL participants, and to create an atmosphere where our players not only have fun playing baseball, but are educated on the concept of playing it safe, as stated in the MCLL Mission Statement and Objectives.

As required by the National Little League Headquarter, **Mid City Little League will conduct 100% background checks of ALL league volunteers** who may come into contact with players, and has provided Photo I.D. Badges to all volunteers that have successfully met the requirements of the background check. Likewise, a library containing the identification of area registered Sex Offenders can be found in the league's Field House for review.

As Little League continues to find better ways and concepts of preventing injuries to players, MCLL will enact and support each initiative. The ASAP program has been a great benefit to the League, and has been an aid in minimizing Safety related incidents and injuries since implemented in 2006. Changes adopted within the league, such as the use of disengageable bases, double-first base pads on all fields, and the use of "low-impact balls" at the Minor League level, have made it safe for our players. The League has ongoing efforts to work with the local municipality to establish warning tracks on all fields

Keith Simon is the elected Safety Officer for 2025 baseball season and is currently registered as such with Little League Headquarters. We hope that you give him the required support in fulfilling his duties. Our goal remains the same for each MCLL player to enjoy playing baseball in a healthy and safe environment that promotes character building and positive development.

I trust that you will have the same commitment to safety as I do.

Sincerely,

E. "Bubba" McCarty
President, MCLL

INTRODUCTION

In 1994, Little League Headquarters (LLHQ) introduced the concept of **“A Safety Awareness Program”** (ASAP), with the goal of putting more emphasis on the Safety Officer position, and “to create awareness, through education and information, of the opportunities to provide a safer environment for kids and all participants of Little League Programs.”

The Mid City Little League (MCLL) Safety Plan has been prepared annually since 2005 by the elected League Safety Officer. Once approved by the Board of Directors, the plan is submitted for review and approval each year to both Little League, Inc., and to the District-6 Administrator.

The Mid City Little League incorporates Safety Training for its staff, team coaches and managers, volunteers, and parents each year, as a tool to guide the safe conduct of league operations.

The Safety Training places emphasis on a review of the ASAP Plan, First Aid Training for Staff, Volunteers, and parents, MCLL Safety Rules and Policies, verification of completion of the Annual Volunteer Application Form and Background Check of all volunteers, as well as sharing the league’s commitment and support to the Little League, Inc. ASAP program. All of these efforts have enabled the Mid City Little League to decrease the number of safety related incidents across the league.

The MCLL Board of Directors shows its support and commitment to ASAP, by ensuring that a budget is established annually to acquire the necessary resources to establish a robust Safety Program, and to meet the needs and recommendations brought forth by the MCLL Safety Officer.

As part of the commitment to ensuring that all Little League’s Policies and Rules are implemented and adhered to, the MCLL will ensure that relevant and required information pertaining to all appointed League Officials is documented in the Little League Database, and will submit a League Roster of all registered players, Team Coaches and Managers.

MCLL MISSION STATEMENT

The Mid-City Little League mission is to offer a community involved volunteer program that instills discipline and character in our youth, by teaching good sportsmanship, courage, loyalty, honesty, and respect for authority, so that they may grow to be well-rounded, outstanding citizens.

Along with this vision, Mid City Little League has adopted the Mission Statement of ***“At Mid City Little League, the Safety of all players and volunteers is paramount... and nothing is more important”***. As such, the League strives to provide a safe playing environment, and will incorporate related safety methods to train our volunteers, and improve our facilities and equipment in an effort to protect and better serve the needs of our players and volunteers.

MCLL APPROACH TO SAFETY

MCLL has always been concerned about safety. This manual has been developed following the guidelines set forth by the Little League Headquarters “A Safety Awareness Program” ASAP’

Training and review of the MCLL Safety Plan is provided each year to all league volunteers and officials.

Copies of the MCLL Safety Plan are housed in the Field House and Concessions Stand, and are made available to all league members.

MCLL encourages all volunteers to submit any safety recommendations to League Officers at all times or to the League Auxiliary Coordinator at the Concession Stand during hours of operation.

SAFETY is everyone’s responsibility. Being proactive in identifying potential hazards is the key to reducing accidents.

Every person affiliated with MCLL is required to immediately report all unsafe and hazardous conditions, as well as any safety related incidents to the MCLL Safety Officer or other Board Member. The League Safety Officer and President are accountable for ensuring that all necessary safety related incidents are properly managed, documented, and reported to the District Administrator and Little League, Inc. All essential Medical Forms must be completed within 24- Hours of the incident.

The MCLL Safety Officer will ensure that league volunteers receive training to develop a keen sense of awareness and understanding of the risks associated with playing on unsafe fields, playing with unsafe equipment, players not wearing the necessary personal protective equipment, playing during inclement weather, and how to protect players from strangers around the playing fields.

Over the course of the years, the MCLL has developed partnerships with the local Sheriff, Marshal, and Police Departments, and they maintain several officers at the Mid City Baseball Complex during games, making frequent rounds around the facilities to assure that members of the league feel safe, and that traffic conditions around the park remain safe.

Safety Training is sponsored by the League, and efforts are made to coordinate the training with local Emergency Response organizations and the local American Heart Association Chapter.

VOLUNTEER REQUIREMENTS

Volunteers are essential to the success of the MCLL program. Board Members, League Officials, Managers, and Coaches, must complete the **Little League Volunteer Application** annually.

Volunteer Application Forms will be provided to ALL volunteers by the MCLL Board of Directors, and must be returned to the elected League Safety Officer for review and completion of the required Background Check, and ultimate Board approval prior to engaging league players and operations.

To protect the safety of players and others within the MCLL Organization, the Board of Directors will appoint the League Safety Officer to conduct background checks on ALL Volunteers annually, as required by Little League Inc.; and will make a determination on each applicant as to whether or not they will be allowed to serve as volunteers with the league. MCLL has partnered with local agencies to perform extensive background checks in addition to making use of the Federal Sex Offender Registry, as well as any Little League prescribed partner agency being used for the purpose.

Volunteers directly involved in MCLL operations will be required to participate in additional training such as CPR / First Aid, Safety measures to take during inclement weather, and management of food served via the Concessions Stand, depending on their degree of involvement with the MCLL organization, just to name a few.

Volunteering at the Mid City Little League is a privilege afforded to volunteers that meet the criteria set forth by both Little League, Inc. and the Mid City Little League organization.

TRAINING

First Aid / CPR Training:

All Mid City Little League Volunteer Coaches and Managers will have the option to attend a First Aid / CPR Training or Refresher Course at least once every two years. At the minimum, one team Manager or Coach will be given the option to attend Annual Training. This training will be extended to all staff, volunteers, and parents that perform any functions within the league, or have any interaction with league players, such as working at the Concession Stand, Umpiring, or serving as Team Parent. The training will also include review of the league's anti-drug and anti-alcohol use policy.

The MCLL Board of Directors will establish an Annual Budget for the implementation and sustainability of the Safety Plan and Program, will make available copies of the MCLL Safety Plan, and will ensure that adequate resources are allocated to provide safety related training and activities throughout the season.

The League Safety Officer will retain a record of volunteers that participate in the Annual Training Sessions.

Note:

The MCLL Concession Stand is equipped with First Aid Kits and 2-Way Radios to communicate with field umpires for prompt response during emergencies. A cell phone is available to summon an emergency call to 911

Managers / Coaches Fundamental Training:

All league Managers and Coaches will attend the annual meeting where Safety Fundamental Training will be discussed by the league. Additionally, the league will coordinate an Annual Baseball Clinic Session aimed at covering the basic fundamentals of baseball (batting, fielding, running, pitching, sliding, etc.), to include emphasis on proper stretching, warm-up, and conditioning drills. Each team is required some form of first-aid kit for off-site practices or travel/tournament games.

To enhance awareness, MCLL issues copies and encourages all volunteers to review the periodic ASAP Newsletters issued via the Little League Website, and via the league's Bulletin Board located at the Concession Stand. The league also encourages the use of the other Little League mediums of communication found online (i.e. e-News, Coaches Forum).

At the beginning of each baseball season, all league Managers and Coaches will undergo a training session with the Vice Presidents of their respective divisions, aimed at providing information regarding the Little League Specific Rules, MCLL Facility Ground Rules, Division Playing Rules, Sportsmanship, and they will ALL sign the Manager / Coach Code of Ethics Agreement Form, which includes expectations around the protection of players safety, proper conditioning and warm-up of players during practices and games, volunteers conduct around players, management and inspection of league issued equipment, and the prohibition of the use of drugs and alcohol, as well as any form of tobacco (including e-cigarettes) at the MCLL Baseball Complex.

Coaches are required to keep track of all players during games and practices and ensure that every player has proper arrangements for getting home safe after each practice and game. No player should leave without the coach's knowledge.

Umpires:

All League Umpires will participate in the Annual Safety Plan Review meeting conducted by the league Safety Officer, as well as take part in the Little League Rules and MCLL Ground Rules training provided by the league's Chief Umpire, to ensure they become familiar with related rules and guidelines, and be capable of enforcing said rules.

As they are present at all games, Umpires are instructed that a Field inspection must occur prior to each game to ensure that the facilities are suitable for safe play, and that all incidents that may occur during the game must be reported to the Umpire-In-Chief immediately following the game.

Players Fundamental Training:

All league players will attend a Basic Safety Fundamental Training at the beginning of the season. The clinic will afford players an opportunity to learn about safe playing practices and conditions, and will demonstrate the consequences of unsafe actions. Players will receive training on the proper use of safety equipment (i.e. helmets, mouth guards, cups), as well of ways on how to interact with strangers.

As a policy, the MCLL Board has prohibited the addition of players name to jerseys and other equipment, which could potentially make players a target to strangers. Due to safety concerns and a lack of facilities to secure bicycles, the MCLL Board of Directors discourages players from riding bicycles to the baseball complex. However, players will receive bicycle safety tips as well at the Annual Safety Fundamental Clinic.

As a key element to their wellbeing and development, players will be recognized and rewarded by the Board of Directors for identifying unsafe actions and conditions that they identify at the Baseball Complex at the Annual End-of-Season Celebration.

Team Parent Role:

Team parents will be encouraged to participate in the Annual Safety Plan Review, and will be advised of the proper conduct to be exhibited at the Complex during practices and games.

Each Team may select a volunteer to serve in the capacity of Team Parent to assist in providing organized communications amongst team coaching staff, parents, and players; and to facilitate communication of league approved functions.

Team Parents must complete a Volunteer Application Form and undergo a Background Check, and must be approved by the Board of Directors prior to being assigned to the role.

Team Parents may also serve as liaison to the league's Safety Officer in the role of Team Safety Parent, and will be required to attend the Annual Safety Training provided by the league.

Team Safety Parents may assist in providing an additional set of eyes and ears to assure the safety of all league players, especially those in the Minor League division.

MCLL SAFETY MISSION / CODE

*“At Mid City Little League, the Safety of all players and volunteers is paramount...
and nothing is more important”*

A Proactive Approach to Injury Prevention

- The League Safety Officer will review the contents of this plan with the District administrator and/or the District Safety Officer annually.
- All managers and coaches have the responsibility of becoming familiar with the MCLL (ASAP) Safety Plan. Training on the Safety Plan will be provided annually, and copies of the plan will be made available to each volunteer.
- Our goal is for all Managers and Coaches to have training in First Aid and CPR. The league will provide this training locally. Due to the proximity of the fields, First-Aid kits are stored in the Concession Stand and Field House, and are made available at each field when summoned by the umpires via the 2-Way Radio call. Coaches that participate in practices away from the Baseball Complex will be provided with a First Aid Kit to have on hand.
- Managers/Coaches Safety Training and Baseball Fundamental Clinics will be scheduled by MCLL Board of Directors at the beginning of the season and throughout the year, to aid in improving safety and baseball fundamental skills.
- The Safety Officer and League Equipment Manager will conduct periodic inspection of ALL equipment issued by the league, and of private equipment used by players and coaches, to ensure that they meet LL Safety Standards. Team Managers and Coaches should keep and store the team's equipment in such a manner so as to prevent premature damage. Any equipment not meeting safety standards shall immediately be removed and destroyed. The MCLL Equipment Manager will replace any worn and/or damaged equipment.
- At least one manager and two coaches should accompany players during practices and games. Volunteer parents may be used as needed to provide adequate assistance. They must have a Volunteer Application Form on file with the league.
- Managers and coaches are responsible for field preparations, and should make sure fields are clean of debris and in good playing condition before each game. Umpires will ensure that fields are ready and safe for play.
- Managers and coaches are responsible for the inspection of equipment before each use for proper condition and fit, and will remove any unsafe equipment from playing area.
- Only players, managers, coaches and umpires are permitted on playing fields or dugout areas during games or practices. All game participants (coaches, players, and umpires) should take responsibility for keeping bats and loose equipment off the field of play.
- During warm-up drills, players should be spaced so that no one is endangered by wild throws or missed catches.
- During practices and games, all participants should be alert and watching the batter on each pitch.
- All pre-game warm-ups should be performed within the confines of the playing field and not within areas frequented by spectators or pedestrians (i.e., playing catch, swinging bats, etc.).

- A player must be in full catcher's gear to "warm-up" a pitcher. Warm-up should take place on the field, or in a designated safe area away from spectators and pedestrians.
- Under no circumstance shall coaches or managers conduct "warm-up" drills with pitchers at home plate or in the bull pen area during practices or games.
- Batters must wear Little League Approved batting helmets during practices and games. No unapproved paint or stickers is allowed on helmets. Batters in the TeeBall Division will be required to wear a helmet with a face guard. The League will make face guards available to all other divisions, and will encourage players to use one at practices and games.
- Player-Coaches must wear batting helmets while on the playing field.
- Catchers must wear catcher's helmets with mask, throat guard, chest protector, shin guards, regulation catcher's mitt, and protective cup with athletic supporter (male) to all games and practices. NO EXCEPTIONS. Infielders will be encouraged to wear a protective cup, and a mouth-guard due to the velocity of the ball when hit by a batter
- Headfirst slides are not permitted except when returning to a base. This is applicable for major league and minor league only.
- Coaches will ensure that all break-away bases are safe for conducting "sliding practices".
- At no time "horseplay" or "taunting" will be permitted on the playing field or in the dugout area.
- Players must not wear rings, watches, or other sharp metallic items during games or practices.
- Players are prohibited from swinging a bat except in the batters box during games or practices. Batters should watch out for catchers and umpires before a warm-up swing, and catchers and umpires must keep a safe distance away from batters taking a warm-up swing in the batters box. Junior and Senior league players who play on fields that have an on-deck area are permitted to take warm-up swings in this designated area.
- Base runners must slide into bases (except first base) to avoid contact with the defensive player if there is a play at the base he is attempting to reach. Base runners must not make intentional, forceful contact, or a take-out slide into the defensive player. The defensive player may not impede the progress of the base runner while not in possession of the ball.
- Umpires are required to wear the required protective equipment when calling from behind home-plate, which includes appropriate footwear, shin guards, chest protector, and a face mask with a throat guard attached (dangling)
- No games or practices shall be held when weather or field conditions are dangerous, particularly when thunder or lightening conditions persist in the area.

SUN BURNS PROTECTION

MCLL will encourage ALL parents, coaches, and players to apply sunscreen before all practices and games throughout the baseball season. A sunscreen with an SPF-15 factor or higher should be applied liberally to all exposed areas of the skin at least half an hour before sun exposure occurs. The most vulnerable areas are the face, back of neck, and the arms.

HEAT RELATED INJURIES

Coaches, Managers, Umpires, and volunteers will receive training information regarding symptoms of Heat Exhaustion, Heat Cramps, and Heat Stroke. (symptoms are listed below). Water, ice, and cold compresses are available for immediate response via the Concession Stand.

Proper hydration (fluid intake) is the key to preventing most heat related injuries, as fluids are essential to keeping the body and muscles cool and hydrated. When the temperature and humidity index are elevated, Coaches, Managers, and Umpires will establish periodic breaks during practices and games to ensure that players do not suffer a heat related injury.

Heat Exhaustion:

Symptoms:

Nausea; fatigue; headaches; excessive thirst; muscle aches and cramps; weakness; confusion; drenching sweat – often accompanied by cold, clammy skin; slowed or weak heartbeat; dizziness; and fainting

Actions to take: Heat exhaustion requires immediate attention, but is not usually life- threatening. Move person to a cool, shady, place; cool body by sponging or spraying with cool (not cold) water; apply ice packs to groin, neck, and arm pit area, give plenty of fluids to hydrate the body; discontinue strenuous activities and rest for 24-Hours; continue to hydrate

Heat Cramps:

Symptoms:

Muscle spasms; severe, sometimes disabling, cramps (hands, calves, feet); hard, tense, muscles

Actions to take:

Move person to a cool, shady, place; give plenty of fluids, especially those with electrolytes to replace body salts;

Heat Stroke:

Symptoms:

Nausea, vomiting, headache, dizziness, fatigue, hot / flushed / dry skin, rapid heart rate, shortness of breath, decreased sweating, and increased body temperature (104°F to 106°F).

Actions to take: *This is a medical emergency.* Immediate action is required to:

Call 911; move the person to a cool, shady, area; remove any unnecessary clothing; position person on their side to expose more skin surface area; cool body by spraying with cool (not cold) water; if the person is conscious, give small amounts of water to drink (do not give fluids to drink if unconscious); apply ice packs to groin, neck, and arm pit area; if breathing stops, begin

Rescue Breathing

COMMUNICABLE DISEASE PROCEDURES

This procedure is design to prevent the transmission of communicable diseases that are often conveyed by coming into contact with bodily fluids.

When dealing with open wounds while administering First Aid, follow these steps:

- Protect yourself by covering any exposed skin that may come into contact with bodily fluids.
- Routinely use gloves to prevent mucous membrane exposure when contact with blood or other body fluids are imminent (provided in the first-aid kit).
- Follow accepted guidelines in the immediate control of bleeding and disposal when handling bloody dressings, mouth guards and other articles containing body fluids.
- Immediately wash hands and other skin surface if contaminated with blood.
- Clean all blood contaminated surfaces and equipment.
- Managers, coaches, and volunteers with open wounds should refrain from all direct contact with league players until the condition is resolved.
- Players suffering a bleeding wound must removed from the practice or game, until the bleeding has stopped, and the wound covered; at which time they may resume in the game.
- Volunteers coming into contact with foreign blood must report exposure to their personal physician.
- All items contaminated with blood must be safely disposed to prevent cross-contamination

WHEN TREATING AN INJURY, REMEMBER:

Protect..... all injured parts from further damage

Rest..... and minimize stress to injuries

Ice..... injuries to lessen swelling

Compress.... and wrap sprains and strains

Elevate..... injured parts to minimize swelling

Support..... and brace injuries

LIGHTNING FACTS AND SAFETY PROCEDURES

Mid City Little League Officers make use of electronic app weather systems such as “*weatherbug*” and “*lightning finder*” to validate safe conditions of play at the Complex. Games and practices are halted during thunderstorm events, and when lightning is detected within a 12- mile radius of the facility.

Consider the following facts:

- The average lightning strike is 6-8 miles long.
- The average thunderstorm is 6-10 miles wide and travels at a rate of 25 miles an hour.
- Once the leading edge of a thunderstorm approaches to within 10 miles, you are at immediate risk due to the possibility of lightning strikes coming from the storm’s overhanging anvil cloud.
- On the average, thunder can only be heard over a distance of 3-4 miles, depending on humidity, terrain and other factors. This means that by the time you hear the thunder, you are already in the risk area for lightning strikes.

“Flash-Bang” Method

One-Way of determining how close a recent lightning strike is to you is called the “Flash -to-Bang” method.

With this method, a person counts the number of seconds between the sight of a lightning strike and the sound of thunder that follows. “Halt Play” and “Evacuation” should be called when the count between the lightning flash and the sound of its thunder is 15 seconds or less.

Rule of Thumb

The ultimate truth about lightning is that it is unpredictable. Therefore, a manager, coach, or umpire who feels threatened by an approaching storm should stop play and get the players to safety – regardless of whether or not the electronic app indicates the hazard, or the “flash-to-bang” proximity measure applies. When in doubt, the following rule of thumb should be applied:

WHEN YOU HEAR IT – CLEAR IT • WHEN YOU SEE IT – FLEE IT

Where to Go in the event of Lightning?

No place is absolutely safe from the lightning threat, but some places are safer than others. Large enclosed shelters (substantially constructed buildings) are the safest (like the Field House, or Concession Stand). For the majority of participants, the best area to seek shelter is in a fully enclosed metal vehicle with the windows rolled up. If you are stranded in an open area and cannot get to shelter in a car, put your feet together, crouch down, and put your hands over your ears (to try to prevent eardrum damage).

Where NOT to Go!!!

Avoid high places, open fields, isolated trees, unprotected structures, rain or picnic shelters, dugouts, flagpoles, bleachers, metal fences, or near water.

First Aid to a Lightning Victim

Typically, the lightning victim exhibits similar symptoms as that of someone suffering from a heart attack. In addition to calling 911, the rescuer should consider the following:

- The first tenet of emergency care is “make no more casualties”. If the victim is in a high-risk area (open field, isolated tree, etc.) the rescuer should determine if movement to/from that area is necessary – lightning can and does strike the same place twice. If the rescuer is not at risk, and movement of the victim is a viable option, it should be done.
- If the victim is not breathing, start mouth-to-mouth resuscitation. If it is decided to move the victim, give a few quick breaths prior to moving them.
- Determine if the victim has a pulse. If no pulse is detected, start cardiac compressions as well.

NOTE:

CPR SHOULD ONLY BE ADMINISTERED BY A PERSON KNOWLEDGEABLE AND TRAINED IN THE TECHNIQUE.

SOME IMPORTANT DO'S AND DON'TS IN THE EVENT OF AN INJURY

DO...

- STOP ALL PLAY when a safety situation occurs, or when an injury is evident on the playing field.
- Reassure and aid the injured player.
- Provide or assist in obtaining medical attention for those who require it.
- Know your limitations.
- Know and identify the location of the nearest first-aid kit prior to all games and practices.
- Assist those who require medical attention – and when administering aid, remember to look for signs of injury (blood, black-and-blue deformity of joint, etc.).
- Listen to the injured describe what happened and what hurts if conscious.
- Before questioning, you may have to calm and soothe an excited player.
- FEEL gently and carefully the injured area for signs of swelling, sprains, or fractures.
- Have your players Medical Release Forms with you at all games and practices.
- Make arrangement to have a cellular phone available when your game or practice is at a facility that does not have public phones.
- Report ALL injuries to the Safety Officer, and/or Board Member immediately
- When in doubt, STOP THE PRACTICE or GAME

DON'T...

- Administer any medications.
- Provide any food or beverages (other than water).
- Hesitate in giving aid when needed.
- Be afraid to ask for help if you are not sure of proper procedures (i.e., First Aid, CPR, etc.).
- Transport injured individuals except in extreme emergencies.
- Leave an unsupervised player on the field after a practice or game.
- Hesitate to report any present or potential safety hazard immediately to the Safety Officer or any Board Member.

MCLL EMERGENCY NUMBERS

LEAGUE OFFICIALS

MCLL President	E. "Bubba" McCarty	337-540-3346
MCLL Secretary	Deneetra Jack	337-529-6937
MCLL Safety Officer	Keith Simon	337-419-6807
MCLL Players Agent	Jerlonda Harrison	337-517-7151
MCLL Umpire-In-Chief	Alvin Joseph	337-304-0832

EMERGENCY

Calcasieu Parish Police & Ambulance	EMERGENCY	911
Calcasieu Parish Police Department	NON EMERGENCY	337-491-3600
Poison Control Center	EMERGENCY	800-222-1222
Fire Department	EMERGENCY	911
Fire Department	NON EMERGENCY	337-491-1354

AREA HOSPITALS

Lake Charles Memorial Hospital	EMERGENCY	337-494-3036
Christus St. Patrick Hospital	EMERGENCY	337-491-7709
Ochsner Lake Area Hospital	EMERGENCY	337-474-6370

LITTLE LEAGUE SUPPORT NUMBERS

Little League National HQ
539 Route 15 Hwy.
P.O. Box 3485
Williamsport, PA 17701-0485
570-326-1921

Southwestern Regional HQ
P.O. Box 20127
Waco, TX 76702-0127
(254) 756-1816

ACCIDENT REPORTING PROCEDURES:

What to Report – An incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid must be reported to the Safety Officer. This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury or periods of rest.

When to Report – All such incidents described above must be reported to the Safety Officer within 48 hours of the incident. The Safety Officer for **2025 is Keith Simon** and he can be reached at the following:

Phone: 337-419-6807

How to make the report – reporting incidents can come in a variety of forms. Most typically, they are telephone conversations. At a minimum, the following information must be provided:

- The name and phone number of the person reporting the incident
- The name and phone number of the individual involved
- The date, time, and location of the incident
- A detailed description of the incident
- The preliminary estimation of the extent of any injuries.
- Could the accident have been avoided? If so, how?

SAFETY OFFICER'S RESPONSIBILITY

Within 48 hours of receiving the incident report, the Safety Officer will notify the MCLL President of the incident, contact the injured player's parents, and:

1. Check on the status of the injured player
2. Verify the information received
3. Obtain any additional information deemed necessary
4. In the event that the injury required additional medical treatment (i.e., Emergency Room Doctor's visit, etc.) will advise the parent or guardian of MCLL's insurance coverage
5. Assist in completing and submitting LL Insurance Claim Forms.

If the extents of the injuries are more than minor in nature, the Safety Officer shall periodically call the injured player parent(s) to:

1. Check on the status of any injuries, and
2. Check if any other assistance is necessary to assure the successful closure of the incident.

SAFETY PROCEDURES FOR STORAGE BUILDINGS

The following applies to all Storage Buildings at the MCLL Baseball Complex, and the volunteers that are granted access to the referenced buildings.

- All individuals with access to MCLL facilities are responsible for the orderly storage and safe upkeep of ALL equipment, materials, machines, etc.
- All chemicals and organic material stored in a MCLL storage building must be properly marked and labeled as to its contents.
- All chemicals or organic materials (i.e., lime, solvent, paint, etc.) stored in a MCLL storage building will be separated from the areas used to store field management equipment (i.e., rakes, shovels, etc.) to minimize exposure to players and volunteers, and to reduce risk of punctures to bags or containers.
- Any witnessed “loose” or “leaking” chemicals or organic materials in a MCLL storage building must be adequately cleaned-up and disposed of as soon as possible to prevent environmental contamination or accidental poisoning.
- Keep the storage buildings locked when not actively being accessed to avoid an unsupervised young player (or child) from wandering into the shed and getting hurt.
- Volunteers must act and conduct themselves in a responsible manner, and must not allow players to ride on (or play) with any equipment that could potentially cause them harm.

Attachment

Concession Stand Operating Manual

- No Person under the age of 12 will be allowed behind the counter in the concession stand. An adult should always be in the concession stand providing supervision.
- Cooking equipment will be inspected periodically and repaired or replaced, if needed.
- All cooking equipment should, including the grill should be turned off after use.
- A fire extinguisher should be in each concession stand and easily accessible in event of a fire and all concession stand volunteers should be instructed in how you properly use the extinguisher.
- All concession stand volunteers will be required to wash their hands prior to working as well as after any and all breaks, including but not limited to bathroom breaks.
- All-important medical phone numbers including but not limited to the numbers in the Safety Plan should be clearly posted in all concession stands.