



DALLASTOWN COUGAR LITTLE LEAGUE ASAP PLAN



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1. **League Safety Officer:** David Miller is on file with Little League Headquarters. He is a member of the board.
2. Dallastown Cougar Little League will distribute a paper copy of this manual to all Managers/Coaches, league Volunteers and the District Administrator Pete Kline
3. **Dallastown Cougars Little League Emergency Phone Numbers:**

Local Police / Ambulance / Fire : DIAL 911

League President:	Matt Dowell:	717-856-8702
League Vice President:	Chad Forry:	717-309-0634
League Player Agent:	Crystal Dowell:	717-856-8703
League Treasurer:	Heather Jackson:	717-683-7078
League Safety Officer	David Miller:	717-891-3812
League Field Maint.	Bill Willder:	717-887-2159
Umpire In Chief	Joe Turek	443-243-6295

*** THIS LIST WILL BE POSTED AT EACH FIELD***



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4. Dallastown Cougar Little League will use the **Official Volunteer Application** form to screen all of our volunteers. Pennsylvania State Clearance Requirements are also required for all volunteers in Dallastown Cougars.

5. Fundamentals Training- Two sessions

March 19th and March 23rd 2016

At least one manager /coach must attend the fundamentals training that is provided at least once every three years. The training will be held at the Dallastown Cougar Field and will be given by Dallastown Area High School Baseball Manager Greg Kinneman and Assistant Coach Steve Wise.



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6. First Aid Training—March 19, 2016

Bob Burton-Professional Trainer with OSS Health will provide the first aid training

- One Manager/Coach is required to complete the First Aid training . Each Manager/Coach must attend the first aid training once every three years
- One Manager /Coach and Team Mom from each team is required to complete the online Heads Up Concussion Training each year.



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7. Field Inspection

- Managers/Coaches for the home team will be required to walk and inspect the fields prior to every practice and every game for any safety concerns. All safety concerns must be addressed before the practice or game starts.
- Umpires will be required to walk the fields to look for and address any safety concerns before a game begins.
- Any Field Maintenance /Safety Issues – Report to Field Maintenance Bill Willders and Safety Officer Dave Miller.



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8. 2016 Facility Survey

- Dallastown Cougar Little League has completed and submitted the 2016 Facility Survey

9. 2016 - Concession Stand Safety

- Dallastown Cougars Little League does not have any concession stands where there will be food preparation. There will be cold drinks and packaged snacks/candy available at some fields.



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10. Equipment Inspection

- **The Director of Equipment inspects all equipment preseason and destroys/discards all defective/damaged equipment**
- Managers / Coaches will inspect all of the players equipment prior to each game
- Umpires will be required to inspect players equipment before each game



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11. Prompt Accident Reporting

- Dallastown Cougar Little League will use the provided incident tracking form from the Little League. Completed accident forms must be submitted to the Safety Officer within 24-48 hours of the incident Website and will provide. Please see copy of the Procedure and Tracking Form below that will be distributed to all Managers and Coaches

Dallastown Cougar Little League

Incident/Injury Reporting and Tracking Procedure

When an Incident/Injury report must be submitted to the league Safety Officer:

Anytime there is an Incident/Injury to a player, manager, umpire, volunteer or spectator there needs to be an Incident/Injury report filled out and submitted to the league Safety Officer.

Incident/Injury can be defined as:

- Anytime a player, umpire, manager are taken off of the field during practice or out of a game as a result of any type of Incident/Injury resulting from the baseball game.
- Any volunteer helping during a baseball practice or game is injured and requires first aid treatment
- Any spectator watching a baseball practice or baseball game is injured from a result of the baseball practice or baseball game and requires first aid treatment

The Incident/Injury report must be filled out and submitted to the League Safety Officer within 24-48 hours after the incident

The Incident/Injury report shall be filled out and submitted by:

- The manager of the team of the player/coach that has a reportable incident
- The manager of the home team if the injury is to an umpire, volunteer, or spectator at the game

The League Safety Officer will track all Incidents / Injuries and follow up

The League Safety Officer will share incident/injury information with Little League District Staff as required

Dallastown Cougar Little League Safety Officer: Dave Miller

Dallastown Cougar Little League Safety Officer Email address: dcasafetyteam@gmail.com

Dallastown Cougar Little League Safety Officer Cell Phone: 717-891-3812

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 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 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/forms/forms_public/accident/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/forms/forms_public/accident/gliclaimform.pdf

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

Signature: _____ Date: _____



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12. First Aid Kits

- Every Team will be supplied a well equipped First Aid Kit
- It is a requirement for Managers / Coaches to have a First Aid Kit at each practice and each game

13. Little League Rules

- Dallastown Cougar Little League conducted a Little League Rules training session with Managers and Coaches **March 23, 2016.**
 - ❑ Reviewed Little League Pledge
 - ❑ Equipment requirements reviewed— Bats, Gloves, Mitts, Helmets, Catchers Helmet with required dangling throat guard, protective cups, No batting donuts, Spike requirements, breakaway bases
 - ❑ Field Requirements—Base/Pitching distances, fence protected dugouts, no on deck batter, batters box, catchers box
 - ❑ Pitching requirements/pitch counts/days of rest... Strike zone
 - ❑ Playing rules, sliding rules, re-entry, substitution, pinch runners, dug out rules, mandatory play rule
 - ❑ Review league rules for stopping play for inclement weather and when play can be resumed



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- 14. League Player Registration Data along with Manager and Coach Data is being submitted via the Little League Data Center at www.littleleague.org**
- 15. Qualified Safety Plan Form is being submitted with this ASAP Plan**