

**2013 Season
ASAP Safety Plan
Broadalbin-Perth Little League
Broadalbin, NY – District 12
League ID 00213027**

The following document summarizes the Broadalbin Little League's Safety Plan for the 2013 Season. The activities detailed in this plan are conducted as a league policy or operational procedure.

The 2013 Safety Plan meets the minimum requirements set by Little League International. The Broadalbin Little League is committed to player safety and has undertaken additional measures that enhance the basic safety plan.

Requirement #1 – The Broadalbin Little League's 2013 Safety officer is Ms. Christine Holz. Ms. Holz is a registered Physician's Assistant who lives in the Broadalbin-Perth community and has coached Little League Baseball for six years. Her name is on file with Little League International and, as Safety Officer, she holds a voting position on the Broadalbin's Little League Board of Directors. The Safety Officer routinely communicates with all managers and coaches via e-mail and personal conversations to assure that safety policies are being followed and to determine if there are any unmet needs or potential hazards. In addition, the Broadalbin Little League utilizes Team Parents that act as safety representatives to the League's Board.

Requirement #2 – The Broadalbin Little League plans to copy the approved Safety Plan materials and distribute them, as appropriate, to some volunteers and all coaches. A copy will also be placed on file with the Broadalbin Youth Commission, which assists in coordinating league activities. Paper copies will be provided to all coaches and key volunteers and also provided in an electronic format via the Broadalbin Youth Commission Website.

Requirement #3 – A listing of phone numbers for emergency services and key league officials was prepared by the Broadalbin Little League. This listing includes numbers for the local fire, police and medical services but also emphasizes that all emergencies should utilize the 911 service available in the Broadalbin-Perth community. The listing is laminated and posted on all Broadalbin Little League dugouts and at the concession stand.

The emergency contact listing also includes the phone numbers for key league officials including the President, Vice President, Player Agent, Treasurer, Secretary, Safety Officer, Field Coordinator and Equipment Coordinator; all of these individuals serve on the Broadalbin Little League's Board of Directors.

All managers and coaches are encouraged to have a cell phone at every practice or game so that a call for help can be placed in an emergency. It is the policy of the Broadalbin

Little League that all injuries must be reported to the Safety Officer, who will then be responsible for tracking, reporting and monitoring them on behalf of the league.

Requirement #4 – The President of the Broadalbin Little League has coordinated the effort to assure that **all** coaches, volunteers, board members and any others who have access to or routine contact with players have completed the 2013 Volunteer Application Form. These forms, as well as the individual's New York State driver's license, are maintained in a confidential file by the league President. The individuals are checked against a national sex offender registry and criminal background checks are also conducted via the Lexis-Nexis system to assure the safety of all players. No volunteer in the Broadalbin Little League has refused to complete a Volunteer Application Form.

Requirement #5 – Broadalbin Little League will be hosting a Big Al's Coaches Clinic on Saturday, April 20, 2013 at the Broadalbin High School Gymnasium to all District 12 Leagues for the 2013 season. At least one coach or manager will be required to attend from Broadalbin Little League. This clinic will include how to run an efficient and safe practice. This will ensure that all teams at every level are being held to the same standards and the basic fundamentals are being taught.

Broadalbin's League President will supply all new coaches with training materials in the form of both a DVD and booklets that teach the fundamental skills using Big Al's Coaches methods. This is employed by all teams in the Broadalbin Little League and includes an extensive stretching period; this stretching helps prevent player injuries during practice and games.

Requirement #6 – The Broadalbin Little League's Safety Officer has arranged a Basic First Aid class to be tentatively held in Galway, NY on April 1, 2013 and April 9, 2013. It will be taught by Stan DeLong, Assistant E.M.S. Coordinator of Saratoga County and will be mandatory for all managers and coaches who have not yet received their certification. In the event that a manager or coach is not available to attend the scheduled first aid class, they will be directed to the Professional Training Institute website, a nationally accredited distance learning vendor to obtain certification. The Safety Officer will oversee the first aid training to assure that the managers and coaches complete the training in a timely manner and document their completion.

Requirement #7 – The Broadalbin Little League's Umpire Coordinator has agreed that umpires will be required to make a visual inspection of the field prior to the start of a game. All managers and coaches have been instructed to conduct a visual inspection prior to each game. They were also asked to report any problems to the Safety Officer and Field Coordinator who is then responsible for notifying the league President.

Requirement #8 – The 2013 League Facility Survey was completed by Christine Holz, the Broadalbin Little League's Safety officer. This survey is maintained on file by both the safety officer and the league President.

The Broadalbin Little League has been working diligently to upgrade the quality and

safety of the league's facilities and has again planned several field work days in an effort to continue to improve the fields. A comprehensive plan for field and safety improvements has been discussed by the Field Coordinator and the appropriate municipal officials and all are in agreement on the anticipated present and future needs. We also have an application in process for a grant to have one of our fields renovated by Tri-City ValleyCats. In addition, Broadalbin Little League has applied to the Amsterdam Mohawks, a semi-professional baseball league, to provide assistance in upgrading one of our fields by the end of the 2013 little league season.

Any fields with outfield fencing have padded/protected fence posts and covered fence tops to protect outfielders. Breakaway bases are also in use at all league fields.

The younger age divisions utilize reduced-impact balls to minimize the severity of any injury.

Requirement #9 – The Broadalbin Little League will be operating a concession stand for the 2013 season. The building that houses the leagues concessions is inspected by the New York State Department of Health. The concession stand has food service gloves and posted hand-washing signs. The concession manager, Thomas Holz, a.k.a “Food Dude”, has been trained in safe food handling and procedures by Joe Baldwin of Chez Pierre Restaurant, located in Wilton, NY.

Requirement #10 – The Broadalbin Little League's Equipment Coordinator, Jeff Hertik conducted a thorough review of all equipment provided by the league. Any defective equipment was discarded and new equipment was purchased to fulfill unmet needs. All helmets purchased by the Broadalbin Little League include a face mask. League parents have been advised that player-purchased helmets should include a face mask for optimal protection. Broadalbin Little League will be purchasing new catcher's gear for each division this year.

The Equipment Coordinator has also advised all managers and coaches to check the equipment prior to each game and/or practice. Equipment needs are routinely discussed at Board of Director meetings and coaches meetings.

Requirement #11 – All managers and coaches have been advised that any injuries must be reported to the league's Safety Officer within 24 hours and that an Accident Notification Form must be completed within 48 hours. The Safety Officer will maintain a file of the accident forms and track the player's injury and recovery. The Safety Officer will personally follow-up with the player's parents to assure that the injured player does not return to play without being fully healed.

Managers and coaches were also advised to report “near misses” to the Safety Officer for review. This reporting may be done verbally or in writing via an e-mail. Reporting “near misses” should occur within 48 hours of the incident.

Requirement #12 – The league's Safety Officer will purchase disposable ice packs to be

divided among all teams for the 2013 season. The first aid kits are well-equipped and will be re-stocked accordingly. Each Manager is required to have the first aid kit and ice packs at every game and practice. The first aid kits are kept in the team's equipment bag for easy access.

Requirement #13 – The Broadalbin Little League is committed to following pre-set rules for conduct and safety. All coaches in the league are required to sign a Coaching Code of Conduct. The league's Equipment Coordinator has assured that each team has adequate and appropriate safety equipment. The Broadalbin Little League requires all catchers to wear a protective cup and catchers must be in full gear before being allowed to warm-up a pitcher. Adults are instructed not to warm-up pitchers. All players are encouraged to wear protective cups. In addition, players are also encouraged to wear protective mouth guards for dental protection.

The bases used by the Broadalbin Little League disengage from their anchor and meet Little League International requirements. Coaches and managers are also instructed to comply with the Broadalbin Youth Commission's policies regarding not playing in the rain or stopping play when there is a threat of thunder or lightning. In addition, current communications technology (iPhones and Droids) are widely used by Team Parents, Managers and Coaches and all are capable of receiving instantaneous severe weather warnings. The Safety Officer has also directed the managers and coaches to allow adequate water breaks during practices to prevent dehydration.

Requirement #14—Registration form completed and submitted with ASAP Safety Plan.

Requirement #15—Little League player registration data and coach and manager data will be submitted via the Little League Data Center.