

# **2021 ASAP Safety Plan**

## **NEW HARTFORD LITTLE LEAGUE**

### **ID: 232-10-14**

Created: March 28, 2021

Updated: April 25, 2021

As a coach, volunteer, or parent, the single most important part of participating in youth sports is the safety of the children. This safety plan has been put together as a guide to help keep all those who participate in the New Hartford Little League safe from injury.

It is the responsibility of all of us to keep an eye out for any safety concerns and take the necessary steps to help prevent any unsafe practice.

#### **1. LEAGUE SAFETY OFFICER**

The league Safety Officer is Ryan Luley and is on file with Little League International. The Safety Officer is responsible for developing and implementing this safety plan. The Safety Officer will follow Little League's best practices, as well as federal, state, and local guidelines regarding the coronavirus pandemic.

Safety Officer Contact:

Ryan Luley

315-527-7675

[ryan.luley@gmail.com](mailto:ryan.luley@gmail.com)

#### **2. DISTRIBUTION OF SAFETY PLAN**

A copy of the 2021 safety plan will be distributed to all managers, coaches, volunteers, and the district safety officer. We will distribute the plan electronically, but will make paper copies available upon request, as well as at the NHLL Field.

#### **3. EMERGENCY AND LEAGUE OFFICER CONTACTS**

##### **ALL EMERGENCIES, DIAL 911**

New Hartford Police Department	315-733-6666
New Hartford Fire Department	315-732-4775
Upstate NY Poison Control	1-800-222-1222

President:	John Randall	315-601-4516
Safety Officer:	Ryan Luley	315-527-7675

LL Commissioner:	Alan Leist	315-749-8810
Minors Commissioner:	Sal Paladino	315-240-7580

T-Ball Commissioner: Joe Guidera 315-368-3491

Facilities Manager: Nick Galiulo

Concession Manager: Paul Way

Equipment Manager: Sal Paladino, Sr

***Always have a cell phone with you or with someone on your team during all games and practices.***

#### **4. VOLUNTEER APPLICATIONS**

New Hartford Little League will use the official 2021 Little League Volunteer application form to screen all volunteers. NHLL will use JDP QuickApp to conduct background checks.

#### **5. FUNDAMENTALS TRAINING**

The league will provide and require fundamentals training with at least one coach from each team attending. Training will be held virtually for the safety of volunteers.

Training Date: April 24, 2021

Training Location: virtual,

[https://usabdevelops.com/USAB/Education/Course\\_Catalog/USAB/Store/Shop\\_Course.aspx?key=b57e4d3c-abe2-491d-a831-ea10c669920c](https://usabdevelops.com/USAB/Education/Course_Catalog/USAB/Store/Shop_Course.aspx?key=b57e4d3c-abe2-491d-a831-ea10c669920c)

#### **6. FIRST AID TRAINING**

The league will require that at least one coach from each team obtain first-aid training. Training will be held virtually for the safety of our volunteers.

Training Date: April 24, 2021

Training Location: virtual,

[https://usabdevelops.com/USAB/Education/Course\\_Catalog/USAB/Store/Shop\\_Course.aspx?key=b57e4d3c-abe2-491d-a831-ea10c669920c](https://usabdevelops.com/USAB/Education/Course_Catalog/USAB/Store/Shop_Course.aspx?key=b57e4d3c-abe2-491d-a831-ea10c669920c)

#### **7. FIELD INSPECTIONS**

Coaches and umpires are required to walk and inspect the playing fields before any use to check for holes, damage, glass, and other hazards. Any immediate hazards should be corrected and/or reported to league officials.

#### **8. ANNUAL LITTLE LEAGUE FIELD SURVEY**

The 2021 facility survey has been submitted to the Little League Data Center.

New Hartford Little League will utilize the following field locations:

New Hartford Little League Field  
Graham Ave/Bonnie Lane  
New Hartford, NY

Donovan Memorial Park  
9400 Elm St  
Chadwicks, NY

Sherrill Brook Park  
Route 12  
New Hartford, NY

Myles Elementary School  
100 Clinton Rd  
New Hartford, NY

## **9. CONCESSION STAND SAFETY**

Concession stand safety procedures will be displayed inside the concession stand. The following guidelines will apply.

It is the staff's responsibility to ensure all notices pertinent to food hazards, i.e. choking, hand washing, etc. are clearly visible. It is also their responsibility to advise the Board of Directors of any safety or other equipment necessary to operate a safe and healthy food establishment.

The concession stand must be kept clean and neat at all times. Wet, slippery floors will undoubtedly cause accidents.

All staff must be properly trained in the use of all equipment and advised to report any defective equipment immediately. Domestic hot water must be kept at a temperature to guarantee proper sanitation of utensils and regulated to hand washing areas to avoid a scalding hazard.

Refrigerators must be maintained to a temperature of 40 degrees; all freezers must maintain a temperature of -10 degrees or below.

All soda equipment is to be inspected, cleaned, and secured for safety.

Pest control prevention is scheduled on a regular basis.

Regular inspections of the concession stand is mandated by the league and certified by the Oneida County Board of Health.

Any and all spray bottles SHALL be clearly marked with the contents.

All trash will be disposed immediately to the designated areas for pick-up after every game.

## 10. EQUIPMENT INSPECTION

The league equipment manager will inspect all equipment prior to the 2021 season. Defective equipment will be taken out of use.

Coaches will inspect equipment prior to practices and games. Any equipment that is unsafe will not be used during practices or games.

Players are encouraged to have their own equipment, in particular bat and helmet, as well as catching gear for catchers, due to the ongoing coronavirus pandemic. When equipment must be shared, it should be disinfected between uses.

## 11. ACCIDENT REPORTING

**All player injuries occurring during practices or games must be reported to the Safety Officer within 48 hours.**

Accident reporting forms can be found on the Little League International website, or may be obtained from the Safety Officer upon request.

*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.

*Who and When to Report* – all incidents described above must be reported to the Safety Officer within 48 hours.

*How to make the Report* – reporting can come in many forms, typically they are by phone conversation. At a minimum, the following information must be provided:

- Name and phone number of the individual involved
- Date, time, and location of the incident
- Description of the incident (as detailed as possible)
- Preliminary estimation of the extent of any injuries
- Name and phone number of the individual reporting the incident.

### Safety Officer Responsibilities

Within 48 hours of receiving the incident report, the Safety Officer will contact the injured party or the party's parents and (1) verify the information received; (2) obtain any other information deemed necessary; (3) check on the status of the injured party; and (4) in the event that the injured party required other medical treatment (i.e. emergency room visit, doctor visit, etc.) will advise the parent or guardian of the New Hartford Little League's insurance coverages and the provisions for submitting any claims.

If the extent of the injury is more than minor in nature, the Safety Officer shall periodically call the injured party to (1) check on the status of any injuries, and (2) to check if any other assistance is necessary in areas such as submission of insurance forms, etc. until such time as the incident is considered “closed” (i.e. no further claims are expected and/or the individual is participating in the league again).

## **12. FIRST AID KITS**

All teams will be issued a First Aid kit and are required to have them at all practices and games.

Additional kits will be stored at field locations, to the extent possible. At the Little League field, the storage location will be the press box and/or concession stand. At the Minors field, the storage location will be the equipment shed.

## **13. ENFORCEMENT OF LITTLE LEAGUE RULES**

All rules apply to practices, training, games, and any other Little League event.

Our league will enforce all Little League rules, including:

- Proper equipment for catchers - catcher’s helmet, mask, throat guard, chest protector, shin guards, and protective cup with athletic supporter. Players not wearing a protective cup are not permitted to play catcher at any level - NO EXCEPTIONS.
- No on-deck batters.
- Safety bases that disengage will be installed on all fields.
- Only players, coaches, and umpires are permitted on the field or in the dugout during practices and games.
- Batters must wear Little League approved protective helmets during batting practice and games.
- Players must not wear watches, rings, pins, or metallic items during practices and games.

## **14. PLAYER, MANAGER, AND COACH DATA**

Player, manager, and coach information will be submitted through the Little League Data Center.

## **15. SURVEY QUESTION**

The league will answer the required survey question in the Little League Data Center.

## **16. MISCELLANEOUS**

### **COVID-19 Safety Procedures**

The league will follow all state and local guidelines for ensuring safety during the ongoing COVID-19 pandemic.

### Practice and Gameplay Guidance

Players are not required to wear masks on the field during play.

Coaches are not required to wear masks on the field unless social distance is not possible.

Players and coaches should wear masks on the bench when social distance is not possible.

All players and coaches should have a mask available for all practices and games.

Players should avoid sharing equipment (gloves, bats, helmets) when possible. It is preferred that each player bring their own self supplied equipment. Coaches will be provided with disinfectant and hand sanitizer. Any shared equipment should be disinfected between uses.

Spectators should maintain social distance when possible. When not possible, masks are required to be worn.

Coaches and NHLL Board members have been asked to enforce guidelines. Please respect their requests.

Guidelines may change at any time. We will communicate any changes as soon as possible.

### Reporting Guidelines

If a player or immediate family member tests positive for COVID-19, please contact your child's coach as soon as possible.

Coach will contact: NHLL Safety Officer, division commissioner, NHLL President.

Please follow health department guidance and do not attend practices or games until cleared to do so.

The privacy of affected individuals will be maintained throughout the notification process.

Please direct questions about these guidelines to your child's coach first, and then to the NHLL safety officer.

### **Weather Safety**

All activities should cease, and all people should move to a safe location, when lightning is within 6-10 miles.

The following criteria should be used to determine when to halt activity:

- If lightning is observed

- If thunder is heard
- If the time between lightning and thunder is 30 seconds or less

Activities should not resume sooner than 30 minutes after the storm has passed, or the last instance of lightning is observed/thunder is heard.