



Rancho Cordova Little League  
League ID # 4050516

Safety Manual  
2025

California District 5



# Safety Mission Statement

Rancho Cordova Little League is a non-profit organization run by volunteers whose mission is to provide an opportunity for our community's children to learn the game of baseball in a safe and friendly environment.

<b>2025 BOARD OF DIRECTORS</b>		
Role	Name	Email
President	Cassie Reyes	<a href="mailto:President@rcll.org">President@rcll.org</a>
Vice President/Major Commissioner	Michele Elkins-Buettner	<a href="mailto:Michele@rcll.org">Michele@rcll.org</a>
Treasurer	Michele Elkins-Buettner	<a href="mailto:Michele@rcll.org">Michele@rcll.org</a>
Secretary	Kellie Cabral	<a href="mailto:Kellie@rcll.org">Kellie@rcll.org</a>
Player Agent	Alex Reyes	<a href="mailto:Alex@rcll.org">Alex@rcll.org</a>
Head Umpire	Paul Tassinari	<a href="mailto:Paul@rcll.org">Paul@rcll.org</a>
Head Scorekeeper	Jaclyn Richardson	<a href="mailto:Jaclyn@rcll.org">Jaclyn@rcll.org</a>
Equipment Manager	Sam Hensley	<a href="mailto:Sam@rcll.org">Sam@rcll.org</a>
National Commissioner	Hal Buettner	<a href="mailto:Hal@rcll.org">Hal@rcll.org</a>
American Commissioner	Cassie Reyes	<a href="mailto:President@rcll.org">President@rcll.org</a>
Farm Commissioner	Cari Delucchi	<a href="mailto:Cari@rcll.org">Cari@rcll.org</a>
T-Ball Commissioner	Ivana Bajet	<a href="mailto:Ivana@rcll.org">Ivana@rcll.org</a>
Sponsorship Chair	Dominic Mora	<a href="mailto:Sponsorship@rcll.org">Sponsorship@rcll.org</a>
Co-Sponsorship Chair	Jaime Caraveo	<a href="mailto:Jaime@rcll.org">Jaime@rcll.org</a>
Team Parent Coordinator	Cassie Reyes	<a href="mailto:President@rcll.org">President@rcll.org</a>
Safety Officer	David Holtz	<a href="mailto:David@rcll.org">David@rcll.org</a>
Fundraising Coordinator	Kelce Cobbs	<a href="mailto:Kelce@rcll.org">Kelce@rcll.org</a>
CO-Umpire In Chief	Paul Tassinari	<a href="mailto:Tass@rcll.org">Tass@rcll.org</a>
CO-Umpire In Chief	Danny Dequine	<a href="mailto:Danny@rcll.org">Danny@rcll.org</a>

Depending on the time of year, we may respond within 24-72 hours to emails.

# Emergency Numbers

## RANCHO CORDOVA POLICE DEPARTMENT

Emergency: 911

Non-Emergency: (916) 362-5115

[www.ranchocordovapd.com](http://www.ranchocordovapd.com)

## FIRE SERVICE - PROVIDED BY SAC METRO FIRE DEPARTMENT

Emergency: 911

Non-Emergency: (916) 566-4000

[www.metrofire.ca.gov](http://www.metrofire.ca.gov)

## SACRAMENTO COUNTY PUBLIC HEALTH DEPARTMENT

(916) 875-5881

## ANIMAL CONTROL

(916) 851-8852

# Hospitals

## KAISER MORSE EMERGENCY ROOM

2025 Morse Ave

Sacramento, CA 95825

(916) 973-5000

## MERCY SAN JUAN HOSPITAL

6501 Coyle Ave

Carmichael, CA 95608

(916) 537-5000

## SUTTER GENERAL HOSPITAL

2825 Capitol Ave

Sacramento, CA 95816

(916) 454-2222

# Urgent Care Centers

## ACTION URGENT CARE

10635 Folsom Blvd

Rancho Cordova, CA 95670

(916) 562-0812

## PEDIATRIC URGENT CARE

2001 Zinfandel Dr

Rancho Cordova, CA 95670

(916) 852-7770

# Key Contacts

## RANCHO CORDOVA LITTLE LEAGUE

11230 Gold Express Dr., Suite #310-197  
Rancho Cordova, CA 95670  
[www.rcll.org](http://www.rcll.org)

## LEAGUE PRESIDENT

Cassie Reyes  
Phone (916) 214-1705  
[President@rcll.org](mailto:President@rcll.org)

## SAFETY OFFICERS

David Holtz  
Phone (530) 321-5927  
[David@rcll.org](mailto:David@rcll.org)

## CALIFORNIA DISTRICT 5 LITTLE LEAGUE

[www.cad5littleleague.com](http://www.cad5littleleague.com)  
District Administrator: Liz Frith  
[lizfrith72@yahoo.com](mailto:lizfrith72@yahoo.com)  
Phone: (916) 225-3186

## LITTLE LEAGUE ONLINE

[http://www.littleleague.org/Little\\_League\\_Online.htm](http://www.littleleague.org/Little_League_Online.htm)  
ASAP Forms and Publications  
<http://www.littleleague.org/learn/forms.htm>  
Accident Notification Form and Claim Form Instructions

## CITY OF RANCHO CORDOVA

[www.cityofranhocordova.org](http://www.cityofranhocordova.org)

## RANCHO CORDOVA POLICE DEPARTMENT

Emergency: 911  
Non-Emergency: (916) 362-5115  
[www.ranchocordovapd.com](http://www.ranchocordovapd.com)

## FIRE SERVICE - PROVIDED BY SAC METRO FIRE DEPARTMENT

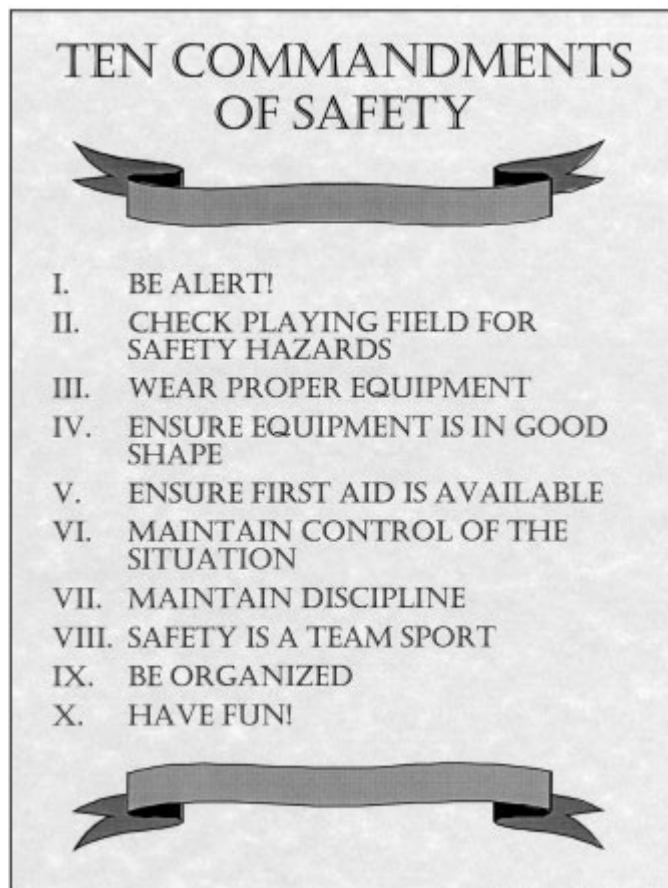
Emergency: 911  
Non-Emergency: (916) 566-4000  
[www.metrofire.ca.gov](http://www.metrofire.ca.gov)

# Safety Manual Purpose

This manual is to provide all safety related information to managers, coaches and other volunteers within Rancho Cordova Little League. This manual is on our league website and is located in each scorekeeping book for each field.



**ASAP** - What is it? This is **A** **S**afety **A**wareness **P**rogram introduced in 1995 with the goal of re-emphasizing the position of the Safety Officer to “create awareness, through education and information, of the opportunities to provide a safer environment for kids and all participants of Little League Baseball”.



credit: District 4, Virginia

# Manager, coach, and parent clinics/meetings

MANAGER/COACHES CLINIC - February 15th 10am, Rancho Cordova Little League

All Managers and at least one coach from each team will attend one coaching/fundamentals clinic.

COACHES PCA (POSITIVE COACHING ALLIANCE) CLINIC - February 20th, 6pm, Rancho Cordova City Hall

Recommended for all managers and coaches to attend this free clinic.

TEAM PARENT MEETING - February 13th 6:30pm, City Hall

Required for one team parent for each team to attend this meeting to go over important information throughout the year and answer any questions.

MANAGER/COACH RULES & SAFETY MEETING - January 24, January 27, January 28, and January 30 6pm, Buettner Residence

All managers and at least one coach from each team are required to attend this meeting. This meeting involves going over all rules for the season and a safety meeting which includes the handout of this safety manual.



## SAFETY CODE FOR LITTLE LEAGUE

Rancho Cordova Little League has mandated the following Safety Code. From the Little League "Official Regulations and Playing Rules" Publication.

- Responsibility for safety procedures should be that of an adult member of the local league.
- Arrangements should be made in advance of all games and practices for emergency medical services.
- Managers, coaches and umpires should have some training in first-aid. First-aid kit should be available at the field.
- No games or practices should be held when weather or field conditions are not good, particularly when lighting is inadequate.
- Play area should be inspected frequently for holes, damage, glass and other foreign objects.
- Dugouts and bat racks should be positioned behind screens.
- Only players, managers, coaches, and umpires are permitted on the playing field during play and practice sessions.
- Responsibility for keeping bats and loose equipment off the field of play should be that of a regular player assigned for this purpose.
- Procedure should be established for retrieving foul balls batted out of the playing area.
- During practice and games, all players should be alert and watching the batter on each pitch.
- During warm-up drills players should be spaced so that no one is endangered by wild throws or missed catches.
- Equipment should be inspected regularly. Make sure it fits properly.
- Batters must wear approved protective NOCSAE helmets during practice and during games.
- Catchers must wear catcher's helmet, mask, throat protector, long model chest protector, shin-guards and male catchers must wear a protective supporter at all times.
- Except when runner is returning to a base, head first slides are not permitted. This applies to Major, National, and American Divisions. Sliding is not permitting in Farm and T-Ball Divisions
- During sliding practice bases should not be strapped down and should be located away from the base anchoring system.
- At no time should "horse play" be permitted on the playing field.
- Parents of players who wear glasses should be encouraged to provide "safety glasses"
- Catchers must wear catcher's helmet and mask with a throat protector in warming up pitchers. This applies between innings and in bull pen practice.
- Regulations prohibit on-deck batters, this means no player should handle a bat, ever, until it is his/her time at bat. This applies to all divisions.
- Players who are ejected, ill, or injured should remain under supervision until released to the parent or guardian.

Failure to comply with the RCLL Safety Code may result in ejection from the Rancho Cordova Little League field/complex or other disciplinary actions, up to and including removal from the league

# Emergency and Accident reporting procedures

## WHAT TO REPORT

Any incident involving a player, manager, coach, umpire, volunteer or spectator, which leads to medical treatment and/or first aid must be reported to the Rancho Cordova Little League Safety Officer. This includes passive treatments such as the evaluation and diagnosis of the extent of the injury or periods of rest.

## WHEN TO REPORT

All such incidents must be reported to the Rancho Cordova Little League Safety Office within 48 hours of the incident.

### The Safety Officer is

**David Holtz**

**Phone (530) 321-5927**

[David@rcll.org](mailto:David@rcll.org)

## HOW TO REPORT

An incident/injury tracking form must be completed by a league official and submitted to the Rancho Cordova Little League Safety Officer. This form is available at <http://www.littleleague.org/learn/forms.htm>

**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: <input type="checkbox"/> Male <input type="checkbox"/> Female
City: _____	State: _____	ZIP: _____
Parent's Name (If Player): _____	Home Phone: ( ) _____	
Parents' Address (If Different): _____	Work Phone: ( ) _____	
City: _____		
<b>Incident occurred while participating in:</b>		
A.) <input type="checkbox"/> Baseball <input type="checkbox"/> Softball <input type="checkbox"/> Challenger <input type="checkbox"/> TAD		
B.) <input type="checkbox"/> Challenger <input type="checkbox"/> T-Ball <input type="checkbox"/> Minor <input type="checkbox"/> Major <input type="checkbox"/> Intermediate (50/70)		
<input type="checkbox"/> Junior <input type="checkbox"/> Senior <input checked="" type="checkbox"/> Big League		
C.) <input type="checkbox"/> Tryout <input type="checkbox"/> Practice <input type="checkbox"/> Game <input type="checkbox"/> Tournament <input type="checkbox"/> Special Event		
<input type="checkbox"/> Travel to <input type="checkbox"/> Travel from <input type="checkbox"/> Other (Describe): _____		
<b>Position/Role of person(s) involved in incident:</b>		
D.) <input type="checkbox"/> Batter <input type="checkbox"/> Baserunner <input type="checkbox"/> Pitcher <input type="checkbox"/> Catcher <input type="checkbox"/> First Base <input type="checkbox"/> Second		
<input type="checkbox"/> Third <input type="checkbox"/> Short Stop <input type="checkbox"/> Left Field <input type="checkbox"/> Center Field <input type="checkbox"/> Right Field <input type="checkbox"/> Dugout		
<input type="checkbox"/> Umpire <input type="checkbox"/> Coach/Manager <input type="checkbox"/> Spectator <input type="checkbox"/> Volunteer <input type="checkbox"/> Other: _____		
Type of injury: _____		
Was first aid required? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what: _____		
Was professional medical treatment required? <input type="checkbox"/> Yes <input type="checkbox"/> 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.)		
<b>Type of incident and location:</b>		
A.) On Primary Playing Field		
<input type="checkbox"/> Base Path: <input type="checkbox"/> Running or <input type="checkbox"/> Sliding		
<input type="checkbox"/> Hit by Ball: <input type="checkbox"/> Pitched or <input type="checkbox"/> Thrown or <input type="checkbox"/> Bat/tee		
<input type="checkbox"/> Collision with: <input type="checkbox"/> Player or <input type="checkbox"/> Structure		
<input type="checkbox"/> Grounds Defect		
<input type="checkbox"/> Other: _____		
B.) Adjacent to Playing Field		
<input type="checkbox"/> Seating Area <input type="checkbox"/> Travel:		
<input type="checkbox"/> Parking Area <input type="checkbox"/> Car or <input type="checkbox"/> Bike or		
C.) Concession Area <input type="checkbox"/> Walking		
<input type="checkbox"/> Volunteer Worker <input type="checkbox"/> League Activity		
<input type="checkbox"/> Customer/Bystander <input type="checkbox"/> Other: _____		
D.) Off Ball Field		
Please give a short description of incident: _____		
Could this accident have been avoided? How: _____		
<small>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 <a href="http://www.littleleague.org/Assets/forms_pubs/asaa/AccidentClaimForm.pdf">http://www.littleleague.org/Assets/forms_pubs/asaa/AccidentClaimForm.pdf</a> 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: <a href="http://www.littleleague.org/Assets/forms_pubs/asaa/GLClaimForm.pdf">http://www.littleleague.org/Assets/forms_pubs/asaa/GLClaimForm.pdf</a>.</small>		
Prepared By/Position: _____	Phone Number: ( ) _____	
Signature: _____	Date: _____	



### IN THE EVENT OF A MINOR INJURY

In the event of any injury, the manager or coach shall remain calm and tend to the injured person. All players should be instructed to return to their respective positions and take a knee to avoid crowding and allow for proper care of an injured player.

Use the first aid kits as needed to apply ice packs or support bandages. When treating an injury remember RICE—**R**est, **I**ce, **C**ompression, **E**levation. If blood is present, wear barrier gloves whenever possible to protect yourself and the injured person. Wounds may be cleaned with soap and water or antiseptic wipe. Apply light pressure to stop bleeding. Bandages may be applied to cover the wound. RCLL requires every team to carry at least one extra jersey in case a player gets blood on his regular uniform. If any part of the uniform is soiled with blood, the uniform shall be thoroughly cleaned prior to continued use and prior to the player re-entering the game.

### IF A PLAYER GETS A BLOODY NOSE

- Sit up straight and tip your head slightly forward.
- Use your thumb and forefinger to firmly pinch the soft part of your nose shut.
- Apply an ice pack to your nose and cheeks. Cold will constrict the blood vessels and help stop the bleeding.
- Keep pinching for a full 10 minutes.

### IN THE EVENT OF A MAJOR INJURY

If you have determined that a major injury has been sustained, professional medical attention should be sought immediately.

### CALL 911 OR INSTRUCT ANOTHER PERSON TO CALL

- Always make sure area is safe.
- Apply pressure to the wound with clean bandage.
- If blood soaks through don't remove the bloody bandage, just apply more on top.
- Elevate it

Stay with the injured person and provide comfort until medical attention arrives. Keep the person calm and as comfortable as possible. AVOID moving the player in any way unless remaining there would cause greater injury.

When calling 911, be prepared to give your name, location and a brief description of the emergency. Listen carefully to the operations requests or questions. Once finished with the phone call, get in position or designate others to an appropriate location to meet and direct emergency personnel and vehicles to the injured person.

### CONCUSSIONS

The California law is found under the California Education Code (Cal. Educ. Code Section 35179.1 (c)(6), known as the 1998 California High School Coaching Education and Training Program) requires that coaches be certified in CPR and first aid and have a basic understanding of the signs and symptoms of concussions and the appropriate response to concussions. The California law can be found at sections 38131(6) and 49475 of the Education Code. (Cal. Educ. Code § 38131(6)). §674539(b) (Cal. Educ. Code) requires adoption and implementation of guidelines to prevent, assess, and treat sports-related concussions.

The California law provides that if a school district, charter school or private school offers an athletic program, any athlete who is suspected of sustaining a concussion must be removed immediately from the activity for the rest of the day. The student is not permitted to return to activity until cleared in writing by a health care professional. Parents/guardians of any student wishing to participate in an athletic activity are required to annually sign a concussion information sheet before the student can participate. An athletic program is required to adopt and implement guidelines to prevent, assess and treat sports-related concussions. This law also applies to recreational activities taking place on school owned grounds which are not sponsored or part of school run activities.

# Rancho Cordova Little League Concussion Prevention, Treatment and Management Policy

The Legislature enacted a law which requires youth sports organizations to adopt a policy concerning the prevention and treatment of injuries to the head which may occur during a youth's participation in competitive sports, including, without limitation, a concussion of the brain.

A concussion is a brain injury that results from a bump, blow or jolt to the head or body which causes the brain to move rapidly in the skull and which disrupts normal brain function. The Centers for Disease Control and Prevention of the United States Department of Health and Human Services estimates that as many as 3.8 million concussions occur each year in the United States which are related to participation in sports and other recreational activities. Athletes who continue to participate in an athletic activity while suffering from a concussion or suffering from the symptoms of an injury to the head are at greater risk for catastrophic injury to the brain or even death. Ensuring that a Little League player who sustains or is suspected of sustaining a concussion or other injury to the head receives appropriate medical care before returning to baseball activity will significantly reduce the child's risk of sustaining greater injury in the future.

THEREFORE, Rancho Cordova Little League hereby adopts the following policy for purposes of prevention, treatment, and management of injuries to the head that may occur during a player's participation in the Little League program, including, without limitation, a concussion of the brain:

1. Prior to a team's first practice each season, every manager, coach, and adult assistant shall:

a) Familiarize themselves with the CDC publication "Heads Up – Concussion in Youth Sports – A Fact Sheet for Coaches". This publication will be provided to all such individuals by the League Safety Officer or other Board members; and,

b) Complete the CDC on-line training course at:

[https://www.cdc.gov/heads-up/training/youth-sports.html?CDC\\_AAref\\_Val=https://www.cdc.gov/headsup/youthsports/training/index.html](https://www.cdc.gov/heads-up/training/youth-sports.html?CDC_AAref_Val=https://www.cdc.gov/headsup/youthsports/training/index.html)

A copy of the Certificate of Completion for each of the above individuals shall be submitted to the League Safety Officer.

c) Training is required to be completed by all Board Members, Managers, Coaches, Umpires, all other personnel.



2. If a Little League player sustains, or is suspected of sustaining, an injury to the head while participating in any Little League game or even the player must:

a. Be immediately removed from the game or event; and

b. May only return to Little League activity if the parent or legal guardian of the player provides a signed statement from a provider of health care indicating that the youth is medically cleared for Little League participation and the date on which the player may return to participation.

3. The Little League player and his or her parent or legal guardian must sign the statement below acknowledging that they have read and understand the terms and conditions of the policy and agree to be bound by the policy.

# Player and Parental Acknowledgement

## Concussion INFORMATION SHEET



This sheet has information to help protect your children or teens from concussion or other serious brain injury. Use this information at your children's or teens' games and practices to learn how to spot a concussion and what to do if a concussion occurs.

### What Is a Concussion?

A concussion is a type of traumatic brain injury—or TBI—caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move quickly back and forth. This fast movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging the brain cells.

### How Can I Help Keep My Children or Teens Safe?

Sports are a great way for children and teens to stay healthy and can help them do well in school. To help lower your children's or teens' chances of getting a concussion or other serious brain injury, you should:

- Help create a culture of safety for the team.
  - Work with their coach to teach ways to lower the chances of getting a concussion.
  - Talk with your children or teens about concussion and ask if they have concerns about reporting a concussion. Talk with them about their concerns; emphasize the importance of reporting concussions and taking time to recover from one.
  - Ensure that they follow their coach's rules for safety and the rules of the sport.
  - Tell your children or teens that you expect them to practice good sportsmanship at all times.
- When appropriate for the sport or activity, teach your children or teens that they must wear a helmet to lower the chances of the most serious types of brain or head injury. However, there is no "concussion-proof" helmet. So, even with a helmet, it is important for children and teens to avoid hits to the head.

**Plan ahead.** What do you want your child or teen to know about concussion?

### How Can I Spot a Possible Concussion?

Children and teens who show or report one or more of the signs and symptoms listed below—or simply say they just "don't feel right" after a bump, blow, or jolt to the head or body—may have a concussion or other serious brain injury.

#### Signs Observed by Parents or Coaches

- Appears dazed or stunned
- Forgets an instruction, is confused about an assignment or position, or is unsure of the game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to or after a hit or fall

#### Symptoms Reported by Children and Teens

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness, or double or blurry vision
- Bothered by light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Confusion, or concentration or memory problems
- Just not "feeling right," or "feeling down"

**Talk with your children and teens about concussion.** Tell them to report their concussion symptoms to you and their coach right away. Some children and teens think concussions aren't serious, or worry that if they report a concussion they will lose their position on the team or look weak. Be sure to remind them that *it's better to miss one game than the whole season.*



[cdc.gov/HEADSUP](http://cdc.gov/HEADSUP)

### CONCUSSIONS AFFECT EACH CHILD AND TEEN DIFFERENTLY.

While most children and teens with a concussion feel better within a couple of weeks, some will have symptoms for months or longer. Talk with your children's or teens' healthcare provider if their concussion symptoms do not go away, or if they get worse after they return to their regular activities.

### What Are Some More Serious Danger Signs to Look Out For?

In rare cases, a dangerous collection of blood (hematoma) may form on the brain after a bump, blow, or jolt to the head or body and can squeeze the brain against the skull. Call 9-1-1 or take your child or teen to the emergency department right away if, after a bump, blow, or jolt to the head or body, he or she has one or more of these danger signs:

- One pupil larger than the other
- Drowsiness or inability to wake up
- A headache that gets worse and does not go away
- Slurred speech, weakness, numbness, or decreased coordination
- Repeated vomiting or nausea, convulsions or seizures (shaking or twitching)
- Unusual behavior, increased confusion, restlessness, or agitation
- Loss of consciousness (passed out/knocked out). Even a brief loss of consciousness should be taken seriously

### What Should I Do If My Child or Teen Has a Possible Concussion?

As a parent, if you think your child or teen may have a concussion, you should:

1. Remove your child or teen from play.
2. Keep your child or teen out of play the day of the injury. Your child or teen should be seen by a healthcare provider and only return to play with permission from a healthcare provider who is experienced in evaluating for concussion.
3. Ask your child's or teen's healthcare provider for written instructions on helping your child or teen return to school. You can give the instructions to your child's or teen's school nurse and teacher(s) and return-to-play instructions to the coach and/or athletic trainer.

Do not try to judge the severity of the injury yourself. Only a healthcare provider should assess a child or teen for a possible concussion. Concussion signs and symptoms often show up soon after the injury. But you may not know how serious the concussion is at first, and some symptoms may not show up for hours or days.

The brain needs time to heal after a concussion. A child's or teen's return to school and sports should be a gradual process that is carefully managed and monitored by a healthcare provider.

To learn more, go to [cdc.gov/HEADSUP](http://cdc.gov/HEADSUP)



**Children and teens** who continue to play while having concussion symptoms, or who return to play too soon—while the brain is still healing—have a greater chance of getting another concussion. A repeat concussion that occurs while the brain is still healing from the first injury can be very serious, and can affect a child or teen for a lifetime. It can even be fatal.

**Discuss the risks of concussion and other serious brain injuries with your child or teen, and have each person sign below.** Detach the section below, and keep this information sheet to use at your children's or teens' games and practices to help protect them from concussion or other serious brain injuries.

I learned about concussion and talked with my parent or coach about what to do if I have a concussion or other serious brain injury.

Athlete's Name Printed: \_\_\_\_\_ Date: \_\_\_\_\_

Athlete's Signature: \_\_\_\_\_

I have read this fact sheet for parents on concussion with my child or teen, and talked about what to do if they have a concussion or other serious brain injury.

Parent or Legal Guardian's Name Printed: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Legal Guardian's Signature: \_\_\_\_\_

# Rancho Cordova Little League Sudden Cardiac Arrest Policy

Changes in the State of California Law AB379 Effective January 1, 2021

AB 379 (Article 2.5. Youth Sports Concussion and Sudden Cardiac Arrest Prevention Protocols, text attached) requirements for:

- An athlete suspected of sustaining a concussion or other head injury or who has passed out or fainted in an athletic activity should be immediately removed from the athletic activity for the remainder of the day.
- If the licensed healthcare provider suspects that the athlete has a cardiac condition that puts the athlete at risk for sudden cardiac arrest or other heart-related issues, the athlete shall remain under the care of the licensed healthcare provider to pursue follow-up testing until the athlete is cleared to play.
- If an athlete who is 17 years of age or younger has been removed from athletic activity due to a suspected concussion or due to fainting or another suspected cardiac condition, the youth sports organization shall notify a parent or guardian of that athlete of the time and date of the injury, the symptoms observed, and any treatment provided to that athlete for the injury
- On a yearly basis, the youth sports organization shall give both a concussion and head injury and a sudden cardiac arrest information sheet to each athlete. The information sheet shall be signed and returned by the athlete and, if the athlete is 17 years of age or younger, shall also be signed by the athlete's parent or guardian, before the athlete initiates practice or competition.
- On a yearly basis, the youth sports organization shall offer concussion and head injury and sudden cardiac arrest prevention education, or related educational materials, or both, to each coach, administrator, and referee, umpire, or other game official of the youth sports organization.
- Each coach, administrator, and referee, umpire, or other game official of the youth sports organization shall be required to successfully complete the concussion and head injury and sudden cardiac arrest prevention education offered pursuant to paragraph (4) at least once, either online or in person, before supervising an athlete in an activity of the youth sports organization.
- The youth sports organization shall post related information, as referenced in paragraph (4)

THEREFORE, Rancho Cordova Little League hereby adopts the following policy for purposes of prevention, treatment, and management of injuries that may occur during a player's participation in the Little League program, including, without limitation, sudden cardiac arrest:

1. Prior to a team's first practice each season, every manager, coach, team parent and adult assistant shall:
  - a) Familiarize themselves with the Keep their heart in the game publication – A Fact Sheet. This publication will be provided to all such individuals by the League Safety Officer or other Board members; and,
  - b) Complete Sudden Cardiac Arrest Training online at:  
<https://epsavealife.org/sca-prevention-training/> A copy of the Certificate of Completion for each of the above individuals shall be submitted to the League Safety Officer.
  - c) Training is required to be completed by all Board Members, Managers, Coaches, Team Parents, Umpires, Scorekeepers, all other personnel.



March 22, 2021, 4:42 pm  
Cassie Reyes

has completed

**Sudden Cardiac Arrest Prevention Training for  
Youth Sports Programs**  
as mandated by California State Law.

This training should be updated biannually with your CPR/AED certification.  
Please file this certificate with your organization's administrator.

Thank you for being a Prevention Champion!



2. If a Little League player sustains, or is suspected of sustaining, an injury while participating in any Little League game or even the player must:
  - a. Be immediately removed from the game or event; and
  - b. May only return to Little League activity if the parent or legal guardian of the player provides a signed statement from a provider of health care indicating that the youth is medically cleared for Little League participation and the date on which the player may return to participation.
3. The Little League player and his or her parent or legal guardian must sign the statement below acknowledging that they have read and understand the terms and conditions of the policy and agree to be bound by the policy.

# A Fact Sheet for Youth Sports Parents



This sheet has information to help protect your children or teens from Sudden Cardiac Arrest

## Why do heart conditions that put kids at risk go undetected?

While a youth may display no warning signs of a heart condition, studies do show that symptoms are typically present but go unrecognized, unreported, missed or misdiagnosed.

- Symptoms can be misinterpreted as typical in active youth
- Fainting is often mistakenly attributed to stress, heat, or lack of food or water
- Youth experiencing symptoms regularly don't recognize them as unusual – it's their normal
- Symptoms are not shared with an adult because youth are embarrassed they can't keep up
- Youth mistakenly think they're out of shape and just need to train harder
- Youth (or their parents) don't want to jeopardize playing time
- Youth ignore symptoms thinking they'll just go away
- Adults assume youth are OK and just "check the box" on health forms without asking them
- Medical practitioners and parents alike often miss warning signs
- Families don't know or don't report heart health history or warning signs to their medical practitioner
- Well child exams and sports physicals do not check for conditions that can put youth at risk
- Stethoscopes are not a comprehensive diagnostic test for heart conditions

## Protect Your Kid's Heart

Educate yourself about sudden cardiac arrest, talk with your kids about warning signs, and create a culture of prevention in your youth's sports organization.

- Know the warning signs
- Document your family's heart health history as some conditions can be inherited
- If symptoms/risk factors present, ask your doctor for follow-up heart/genetic testing
- Don't just "check the box" on health history forms – ask your youth how they feel
- Take a cardiac risk assessment with your youth each season
- Encourage youth to speak up if any of the symptoms are present
- Check in with your coach to see if they've noticed any warning signs
- Active youth should be shaping up, not breaking down
- As a parent on the sidelines, know the cardiac chain of survival
- Be sure your school and sports organizations comply with state law to have administrators, coaches and officials trained to respond to a cardiac emergency
- Help fund an onsite AED

## What happens if my child has warning signs or risk factors?

- State law requires youth who faint or exhibit other cardio-related symptoms to be re-cleared to play by a licensed medical practitioner.
- Ask your health care provider for diagnostic or genetic testing to rule out a possible heart condition. Electrocardiograms (ECG or EKG) record the electrical activity of the heart. ECGs have been shown to detect a majority of heart conditions more effectively than physical and health history alone. Echocardiograms (ECHO) capture a live picture of the heart.
- Your youth should be seen by a health care provider who is experienced in evaluating cardiovascular (heart) conditions.
- Follow your providers' instructions for recommended activity limitations until testing is complete.

## What if my youth is diagnosed with a heart condition that puts them at risk?

There are many precautionary steps that can be taken to prevent the onset of SCA including activity modifications, medication, surgical treatments, or implanting a pacemaker and/or implantable cardioverter defibrillator (ICD). Your practitioner should discuss the treatment options with you and any recommended activity modifications while undergoing treatment. In many cases, the abnormality can be corrected and youth can return to normal activities.

**What is Sudden Cardiac Arrest?** Sudden Cardiac Arrest (SCA) is a life-threatening emergency that occurs when the heart suddenly stops beating. It strikes people of all ages who may seem to be healthy, even children and teens. When SCA happens, the person collapses and doesn't respond or breathe normally. They may gasp or shake as if having a seizure, but their heart has stopped. SCA leads to death in minutes if the person does not get help right away. Survival depends on people nearby calling 911, starting CPR, and using an automated external defibrillator (AED) as soon as possible.

### What CAUSES SCA?

SCA occurs because of a malfunction in the heart's electrical system or structure. The malfunction is caused by an abnormality the person is born with, and may have inherited, or a condition that develops as young hearts grow. A virus in the heart or a hard blow to the chest can also cause a malfunction that can lead to SCA.

### How COMMON is SCA?

As a leading cause of death in the U.S., most people are surprised to learn that SCA is also the #1 killer of student athletes and the leading cause of death on school campuses. Studies show that 1 in 300 youth has an undetected heart condition that puts them at risk.

### Factors That Increase the Risk of SCA

- ✓ Family history of known heart abnormalities or sudden death before age 50
- ✓ Specific family history of Long QT Syndrome, Brugada Syndrome, Hypertrophic Cardiomyopathy, or Arrhythmogenic Right Ventricular Dysplasia (ARVD)
- ✓ Family members with known unexplained fainting, seizures, drowning or near drowning or car accidents
- ✓ Family members with known structural heart abnormality, repaired or unrepaired
- ✓ Use of drugs, such as cocaine, inhalants, "recreational" drugs, excessive energy drinks, diet pills or performance-enhancing supplements

## Cardiac Chain of Survival

Their life depends on your quick action!  
CPR can triple the chance of survival.  
Start immediately and use the onsite AED.



## FAINTING IS THE #1 SYMPTOM OF A HEART CONDITION

## RECOGNIZE THE WARNING SIGNS & RISK FACTORS

Ask Your Coach and Consult Your Doctor if These Conditions are Present in Your Youth

### Potential Indicators That SCA May Occur

- ▶ Fainting or seizure, especially during or right after exercise
- ▶ Fainting repeatedly or with exertion or startle
- ▶ Excessive shortness of breath during exercise
- ▶ Racing or fluttering heart palpitations or irregular heartbeat
- ▶ Repeated dizziness or lightheadedness
- ▶ Chest pain or discomfort with exercise
- ▶ Excessive, unexpected fatigue during or after exercise

KeepTheirHeartInTheGame.org

# A Fact Sheet for Youth Sports Parents



This sheet has information to help protect your children or teens from Sudden Cardiac Arrest

To learn more, go to [KeepTheirHeartInTheGame.org](http://KeepTheirHeartInTheGame.org)

Get free tools to help create a culture of prevention at home, in school, on the field and at the doctor's office.

Discuss the warning signs of a possible heart condition with your child or teen and have each person sign below.

Detach this section below and return to your sports organization.

Keep the fact sheet to use at your kids' games and practices to help protect them from Sudden Cardiac Arrest.

I learned about warning signs and talked with my parent or coach about what to do if I have any symptoms.

ATHLETE NAME PRINTED: \_\_\_\_\_ ATHLETE SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

I have read this fact sheet on sudden cardiac arrest prevention with my youth and talked about what to do if they experience any warning signs, and what to do should we witness a cardiac arrest.

PARENT OR LEGAL GUARDIAN PRINTED: \_\_\_\_\_ PARENT OR LEGAL GUARDIAN SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

While missing a game may be inconvenient, it would be a tragedy to lose a young athlete because warning signs were unrecognized or because sports communities were not prepared to respond to a cardiac emergency.


Keep Their Heart In the Game!



**CHOOSING A MEDICAL CARE FACILITY**

In the event that medical attention is needed, the manager or coach will:

- Defer to the emergency personnel that are present and allow them to take over and transport the injured person to the appropriate facility.
- Consult with the players' parents (if present) for physician or hospital information, and ask if they wish to take their child to the facility of their choice.
- If no parent/guardian (of the injured player) is present, check the player's medical release information provided by Rancho Cordova Little League. (See below). This information must be with the team at all Rancho Cordova Little League events, including games, practices, pictures, team parties, etc.
- If there is a doctor, medical clinic, or hospital listed, this should be your first choice. Provide this information to the emergency personnel.



**Emergency Form**

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Medical Facility of Choice: \_\_\_\_\_

Dr. Name and number: \_\_\_\_\_

Medical Conditions: \_\_\_\_\_

\_\_\_\_\_

Allergies: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Medicine: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

1st Contact Person: \_\_\_\_\_ Number: \_\_\_\_\_

2nd Contact Person: \_\_\_\_\_ Number: \_\_\_\_\_

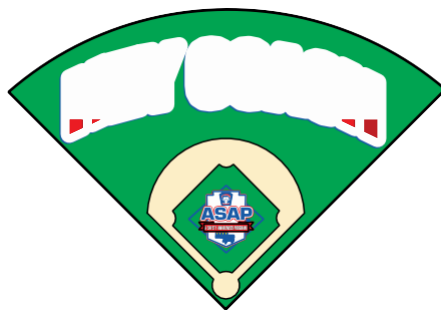
# SAFETY INSPECTIONS

Regular safety inspection of the field, permanent and temporary structures, ball playing equipment, and personal protective equipment is the best way to determine which unsafe conditions require corrections. The managers, grounds keepers, and board members should work together to ensure serious accident exposures are corrected promptly.

- The League Safety Officer and Equipment Manager will inspect all equipment pre-season.
- Managers/Coaches will inspect equipment prior to each game.
- Managers will be required to appoint a safety parent for their team, this can be an assistant coach. This person needs to be at all games and have a cell phone.

**PROMPT ACTION MUST BE TAKEN ON ALL SERIOUS HAZARDS, SOME EXAMPLES INCLUDE :**

- Unsafe field conditions such as holes & ditches
- Foreign objects like broken glass, old boards and drug paraphernalia
- Board fences free of protruding nails, loose boards, splintering wood
- Wire fences free of holes, sharp edges and loose edges
- The dug out should be clean and free of debris
- Dugouts should be free of protruding nails and wood splivers
- Home plate, bases and the area around the pitchers' rubber should be checked for periodically for tripping and stumbling hazards
- Constant attention must be given by managers, coaches and umpires to the possible lack or poor fit of personal protective equipment; this would include helmets, masks, catcher's pads and safe shoes. Plastic cup supporters are required.



## **HAVE YOU:**

- ✓ Walked field for debris/foreign objects
- ✓ Inspected helmets, bats, catchers' gear
- ✓ Made sure a First Aid kit is available
- ✓ Checked conditions of fences, backstops, bases and warning track
- ✓ Made sure a working telephone is available
- ✓ Held a warm-up drill

# Expectations of Managers

All volunteers acting in the role as team managers within Rancho Cordova Little League have agreed to abide by the Official Regulations and Playing Rules of Little League Baseball, as well as the Rancho Cordova Little League bylaws.

Expectations for all managers include, but are not limited to, the following:

- Attend the Manager Meeting, Rules Meeting and/or Safety Meeting and other required clinics such as Coaching Clinic (all conducted prior to the season) and apply information and directives from those meetings as appropriate during the season.
- Perform field maintenance before and after practices and games as directed.
- Manage the team parents' responsibilities to the league regarding volunteer work and fundraisers.
- Respect all league members, including league officers, umpires, managers, coaches, players and spectators.
- Take responsibility for coaches, players and spectators and their conduct before, during and after games and intervene as necessary to uphold a positive culture.
- Train the players in the fundamentals of teamwork, good sportsmanship and discipline.
- Honor the rules and the spirit of the game.
- Be open to ideas, suggestions or help.
- Enforce that prevention is the key to reducing accidents to a minimum.
- Always have First-Aid Kit and Safety Manual on hand.
- Contact the Safety officer for refills for your First Aid Kit
- Use common sense.

To our managers, we say:

*Thank you for your interest in Rancho Cordova Little League!*

***You are the most important volunteer in our organization.***

***You determine the kind of experience that our athletes have during the season.***

**- RCLL President and Board of Directors**

**Note:** The RCLL Board of Directors and League Commissioners will review all candidates, then appoint and notify managers prior to the start of season events. Managers are appointed on an annual basis. If you had a team last season, it does not guarantee that you will have a team this season. Should a situation arise in which your actions are deemed not in the best interests of Rancho Cordova Little League, the Board of Directors has the power to remove you as a manager.



# A Managers Expectation

## WHAT DO I EXPECT FROM MY PLAYERS?

- To be on time for all practices and games.
- To always do their best whether on the field or on the bench.
- To be cooperative at all times and share team duties.
- To respect not only others, but themselves as well.
- To be positive with teammates at all times.
- To try not to become upset at their own mistakes or those of others...we will all make our share this year and we must support one another.
- To understand that winning is only important if you can accept losing, as both are important parts of any sport.

## WHAT DO I EXPECT FROM YOU AS PARENTS AND FAMILY?

- To come out and enjoy the game. Cheer to make all players feel important.
- To allow me to coach and run the team.
- To try not to question my leadership. All players will make mistakes and so will I.
- Do not yell at me, the players or the umpires. We are all responsible for setting examples for our children. We must be the role models in society today. If we eliminate negative comments, the children will have an opportunity to play without any unnecessary pressures and will learn the value of sportsmanship.
- If you wish to question my strategies or leadership, please do not do so in front of the players or fans. My phone number is available for you to call any time.

## WHAT CAN YOU AND YOUR CHILD EXPECT FROM ME?

- To be on time for all practices and games.
- To be as fair as possible in giving playing time to all players.
- To do my best to teach the fundamentals of the game.
- To be positive and respect each child as an individual.
- To set reasonable expectations for each child and for the season.
- To teach the players the value of winning and losing.
- To be open to ideas, suggestions or help.

# Expectations of Coaches

Expectations for all coaches include, but are not limited to, the following:

- Be on time for all practices and games.
- Be as fair as possible in giving playing time to all players.
- We will do our best to teach the fundamentals of the game. We will be positive and respect each child as an individual.
- Set reasonable expectations and goals for each child and for the season.
- To teach the players the value of winning, losing, good sportsmanship and the importance of being a team player.
- To be open to ideas, suggestions or help.
- Never holler at any member of our team, the opposing team or umpires.
- Any confrontation will be handled in a respectful, quiet and individual manner.

# Expectations of players

Expectations for all players include, but are not limited to, the following:

- Be on time to all practices and games
- Arrive 15 minutes prior to scheduled game start. The lineup is made in advance.
- Always try your BEST either in the field or on the bench
- All Players MUST wear proper equipment to practices and games such as protective cups, cleats and baseball hats.
- Respect others including the other team and respect yourselves as well.
- Do not bring food into the dugout
- Do not wear any jewelry including earrings either to practice or games.
- Be positive with teammates at all times.
- Try not to become upset at with your own mistakes or those of others ... we will all make our share this year and we must support one another.

# Rancho Cordova Little League Code of Conduct

Through baseball, the Rancho Cordova Little League (“RCLL”) seeks to enhance the physical, mental, and emotional well-being of every child that takes part. It is the league’s express goal that every player will be a better citizen, and have a greater chance for success in future endeavors, as a result of their Little League experiences. As such, the Rancho Cordova Little League expects the highest degree of sportsmanship from its members.

In keeping with this philosophy, the following Code of Conduct has been adopted to better promote fairness, teamwork, good citizenship, sportsmanship, responsibility, and respect among the members of the Rancho Cordova Little League.

Players will learn these values by the examples they see from those around them, and to this end, the following rules will be strictly enforced:

- Verbal abuse of an official, coach, player, or spectator, including obscene gestures, will not be tolerated. The offender may be removed from the RCLL fields at the discretion of an umpire or RCLL board member.
- All disputes that are taken up with the umpire will be handled in a civil manner. Only managers may initiate such discussions with an umpire. The manager will conduct him/herself with decorum and once the umpire has made his/her final ruling, the manager will make no further field protest. Off-field protests may be lodged with the Board of Directors per league policy.
- Coaches will refrain from complaining about perceived bad calls to players and fans.
- All discussions will be held in conversational tones. Under no circumstances will a coach, fan, or player yell at an umpire, coach, fan, or player. The lone exception to this rule is when a coach or player shouts to another coach or teammate during the course of a play as part of that play.
- Profanity is expressly forbidden at all times at the Rancho Cordova Little League fields or subsequent locations where games or practices are held.
- Alcoholic beverages and the use of illicit drugs are prohibited at all RCLL activities, including events outside the Rancho Cordova Little League fields.
- Prohibits the use of tobacco products, including vapes, on the RCLL fields and in the dugouts, and subsequent locations where games or practices are held is prohibited.
- All members of the league, player, volunteer (any capacity), spectator, family, etc. will refrain from slander of RCLL or other members of the league on any and all social media sites. Any member found in violation may result in non approval as a volunteer for RCLL in any capacity.

Anyone removed from the RCLL fields must leave all fields and the access roads to the fields. Such persons may remain in their vehicle if waiting for their player/family.

Any infraction of the above rules will result in a report being delivered to the Rancho Cordova Little League Board for consideration of further action, as appropriate.

**First Offense:** Upon the reporting of a first offense by an individual, the Board of Directors, at a minimum, will provide a written warning to the offender, detailing the consequences of future infractions. Depending upon the severity of the infraction, nothing precludes the Board of Directors from banning a repeat offender from all Rancho Cordova Little League activities, including, but not limited to, practices and games, for a period of time deemed appropriate by the Board of Directors.

**Second Offense:** The Board of Directors may institute a wide range of penalties for repeat offenders, beginning with the second offense, as deemed appropriate by the Board. Such penalties include, but are not limited to:

- Suspension from all coaching activities for a prescribed period of time.
- A ban from participating in all RCLL activities for a set period of time or number of games.
- Severe violations can result in suspension from all RCLL activities for the remainder of the current season or tournament

**Third Offense:** The Board of Directors may choose to apply any of the penalties prescribed for a second offense. In the most extreme of circumstances, the RCLL Board of Directors may hold a meeting to determine whether or not the individual should be permanently banned from all future RCLL activities. The individual in question must receive a certified letter of such a hearing at least one week prior to the meeting, and must be given the opportunity to speak at the meeting.

**Physical Abuse** - Physical abuse of an official, coach, player, or spectator will result in immediate expulsion from the RCLL fields at the direction of an umpire or a RCLL board member. Anyone expelled for this reason may not return to the RCLL fields or participate in any RCLL activity until the RCLL Board of Directors approves.

**Verbal Abuse** - Verbal abuse of a minor volunteer will result in immediate expulsion from the RCLL fields at the direction of an Umpire or RCLL board member. Anyone expelled for this reason may not return to the RCLL fields or participate in any RCLL activity until the RCLL Board of Directors approves.

The Rancho Cordova Little League Board of Directors reserves the right to override any offense as deemed necessary for the situation at hand.

Any parent, coach, fan, player, or umpire who has been suspended or banned from league activities may petition, in writing, to the Board of Directors for a review of the penalty. The petition should be delivered to the league president, and the Board of Directors will meet as soon as reasonably possible to consider the petition. The aggrieved parties will have the opportunity at the meeting to present their appeal.

The Rancho Cordova Little League strongly encourages the following:

- Applaud effort on the field, regardless of the score.
- Parents should be supportive of coaches. The coaches are volunteers giving of their time – and often, giving of their money – in order to coach. Parents should be a positive role model that fosters respect of the coaches among the players. Concerns about a player's role on a team should be expressed to the coach(es) in a private setting, never in public.
- Umpires are “in training” as well as the players. Coaches and parents should bear in mind that many of our umpires are youngsters learning the skills of umpiring. All umpires will make mistakes occasionally, but coaches and parents are expected to accord the umpires with the respect their position within the game deserves.
- Booing, taunting, refusing to shake another coach's and/or player's hands after a game, or ridiculing another player is not acceptable behavior.
- Teach players that they have a responsibility to learn and to try their best. Effort leads to achievement and respect.
- All children, regardless of race, creed, sex, or talent, will have an opportunity to play baseball and to learn.

I have read, understand, and agree to the above stated Code of Conduct of the Rancho Cordova Little League. I agree to be bound by its provisions.

# Volunteers and Background checks

RCLL Little League is required to have all board members, managers, coaches, and other volunteers or hired workers who provide regular service to the league or/and who have repetitive access to or contact with players or teams annually fill out the Little League Volunteer Application and provide a government-issued photo ID. Additionally, the league is required to conduct a background check on each of these individuals.

Effective 1/1/2022, California Assembly Bill 506, fLive Scan fingerprinting will also be required: "An administrator, employee, or regular volunteer of a youth service organization shall undergo a background check pursuant to Section 11105.3 of the Penal Code [which includes fingerprinting] to identify and exclude any persons with a history of child abuse." Rancho Cordova Little League has been approved and will be providing this to our volunteers who meet the criteria.

All volunteer applications will be distributed to most of the league's volunteers/hired workers who fit the criteria of the regulations and the background check committee appointed by the board of directors should have completed most of the checks. **All background checks must be completed BEFORE the individuals can assume their duties for the current year.**

## Little League Volunteer Application - 2024

Do not use forms from past years. Use extra paper to complete if additional space is required.

This volunteer application should only be used if a league is manually entering information into JDP or an outside background check provider that meets the standards of Little League Regulations 1(c)(9). THIS FORM SHOULD NOT BE COMPLETED IF A LEAGUE IS UTILIZING THE JDP QUICKAPP. Visit [LittleLeague.org/LittleLeagueCheck](http://LittleLeague.org/LittleLeagueCheck) for more information. A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.

**All RED fields are required.**

Name \_\_\_\_\_ Date \_\_\_\_\_  
First Middle Name or Initial Last

Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Social Security # (mandatory) \_\_\_\_\_

Call Phone \_\_\_\_\_ Business Phone \_\_\_\_\_  
 Home Phone \_\_\_\_\_ E-mail Address \_\_\_\_\_

Date of Birth \_\_\_\_\_  
 Occupation \_\_\_\_\_

Employer \_\_\_\_\_  
 Address \_\_\_\_\_

Special professional training, skills, hobbies: \_\_\_\_\_

Community affiliations (Clubs, Service Organizations, etc.): \_\_\_\_\_

Previous volunteer experience (including baseball/softball and year): \_\_\_\_\_

1. Do you have children in the program?  Yes  No  
 If yes, list full name and what level? \_\_\_\_\_

2. Special Certification (CPR, Medical, etc.)? If yes, list: \_\_\_\_\_  Yes  No

3. Do you have a valid driver's license?  Yes  No  
 Driver's license #: \_\_\_\_\_ State \_\_\_\_\_

4. Have you ever been charged with, convicted of, plead no contest, or guilty to any crime(s) involving or against a minor, or of a sexual nature?  Yes  No  
 If yes, describe each in full: \_\_\_\_\_  
(If volunteer answered yes to Question 4, the local league must contact Little League International.)

5. Have you ever been convicted of or plead no contest or guilty to any crime(s)?  Yes  No  
 If yes, describe each in full: \_\_\_\_\_  
(Answering yes to Question 5, does not automatically disqualify you as a volunteer.)

6. Do you have any criminal charges pending against you regarding any crime(s)?  Yes  No  
 If yes, describe each in full: \_\_\_\_\_  
(Answering yes to Question 6, does not automatically disqualify you as a volunteer.)

7. Have you ever been refused participation in any other youth programs and/or listed on any youth organization ineligible list?  Yes  No  
 If yes, explain: \_\_\_\_\_  
(If volunteer answered yes to Question 7, the local league must contact Little League International.)

In which of the following would you like to participate? (Check one or more.)  
 League Official  Umpire  Manager  Concession Stand  
 Coach  Field Maintenance  Scorekeeper  Other \_\_\_\_\_

Please list three references, at least one of which has knowledge of your participation as a volunteer in a youth program:  
 Name/Phone \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

IF YOU LIVE IN A STATE THAT REQUIRES A SEPARATE BACKGROUND CHECK BY LAW, PLEASE ATTACH A COPY OF THAT STATE'S BACKGROUND CHECK. FOR MORE INFORMATION ON STATE LAWS, VISIT OUR WEBSITE: [LittleLeague.org/USStateLaws](http://LittleLeague.org/USStateLaws)

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background check(s) on me now and as long as I continue to be active with the organization, which may include a review of sex offender registries (some of which contain non-official sources which may result in a report being generated that may or may not be me), child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the local Little League, Little League Baseball, Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, Little League is not obligated to appoint me to a volunteer position. I, [Applicant], understand that, prior to the expiration of my term, I am subject to suspension by the President and removal by the Board of Directors for violation of Little League policies or principles.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_  
 If Minor/Parent Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Applicant Name (please print or type) \_\_\_\_\_

NOTE: The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.

LOCAL LEAGUE USE ONLY:

Background check completed by league officer \_\_\_\_\_ on \_\_\_\_\_

System(s) used for background check (minimum of one must be checked):  
 Review the Little League Regulation 1(c)(9) for all background check requirements  
 JDP (includes review of the U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible/Suspended list)  OR  
 National Criminal Database check  U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible/Suspended List  
 National Sex Offender Registry

\*Please be advised that if you use JDP and there is a some match in the law states where only name match search can be performed you should notify volunteers that they will receive a letter or email directly from JDP in compliance with the Fair Credit Reporting Act containing information regarding the criminal records associated with the name, which may not necessarily be the league volunteer.

Only attach to this application copies of background check reports that reveal convictions of this applicant.  
 Proof of completion of Abuse Awareness Training for Adults provided to league

Last Updated: 10/25/23



# A Parent's Guide to the Little League Child Protection Program

## Introduction

The backbone of Little League® is the adult volunteer. One million strong, it is this corps of dedicated people who coach the teams, umpire the games, work in the concession stands, serve on the local board of directors, and serve at the District level. These people, who live in every U.S. state and more than 100 other countries, make Little League the world's largest and most respected youth sports organization.

We know that the greatest treasure we have is children. As adults, we must ensure that these young people are able to grow up happy, healthy and, above all, safe. Whether they are our children, or the children of others, each of us has a responsibility to protect them.

The Little League Child Protection Program seeks to educate children and volunteers in ways to prevent child abusers from becoming involved in the local league. Part of that education has been to assist local Little League volunteers in finding effective and inexpensive ways to conduct background checks. Little League regulations now say: "No local league shall permit any person to participate in any manner, whose background check reveals a conviction for any crime involving or against a minor." (Reg. I [c] 9.)

Background checks were optional until the 2003 season. Effective in 2007, the local league must conduct a nationwide search that contains the applicable government sex offender registry data. Advances in computer technology – allowing greater access to public records – make it possible for background checks (at a minimum, to see if an individual is a registered sex offender in any given state) to be conducted in every U.S. state. Local Little League programs are now *required* to annually conduct a background check of Managers, Coaches, Board of Directors members and any other persons, volunteers or hired workers, who provide regular service to the league and/or have repetitive access to, or contact with, players or teams. (Reg. I [b], Reg. I [c] 9.)

The purpose of these background checks is, first and foremost, to protect children. Second, they maintain Little League as a hostile environment for those who would seek to harm children. Third, they will help to protect individuals and leagues from possible loss of personal or league assets because of litigation.

The United States Department of Justice National Sex Offender Public Registry is free and available at [www.nsopr.gov](http://www.nsopr.gov).

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## What Can Parents Do?

Most children have been warned about the dangers of talking to strangers. But for many children, sexual molestation is committed by someone they know. In fact, 80 to 85 percent of all sexual abuse cases in the U.S. are committed by an individual familiar to the victim, according to statistics compiled by Big Brothers & Big Sisters of America.

The truth is, child sex offenders can come from every background, every occupation, every race, and every level of education. They may be married, and they may have children of their own. It is dangerous to believe that the only threat is the stranger in a long raincoat, lurking behind a tree.

In fact, the promotion of this myth may contribute to the problem. Sometimes, a child who is molested by a known and "trusted" person will feel so guilty about not reacting the "right" way that he or she never reports the problem.

Sadly, we have all seen too many reports in which teachers, police officers, clergy, youth sports volunteers, etc., trusted by all, have violated that trust and molested children in their care. Of course, this must never be tolerated in Little League or anywhere

else

In many of these situations, the young victims are actually seduced, sometimes over a period of months or even years. The child's family is lulled into believing the unusual attention being lavished is a bond of friendship between the adult and the child. In fact, the adult abuser often uses gifts, trips, attention and affection as part of a courtship process. Sometimes, the courtship process extends to the child's parent(s), but the real target is the child.

Often, but not always, the victim of this type of child sex offender is the child of a single parent. In these cases, the single parent sees the child's adult friend as a surrogate parent – a Godsend. The very opposite is true.

## Two good rules of thumb for all local Little Leagues and parents

Generally, a person involved in a local Little League program should not put himself or herself in a one-on-one situation involving a child who is not their own. Of course, some isolated situations may arise where one-on-one situations could take place. However, a one-on-one situation should not be actively *sought out* by the adult, and should not be an ongoing occurrence.

- Generally, a person involved in a local Little League program should not provide unwarranted gifts, trips, attention and affection to individual children who are not their own. The key word is *unwarranted*.

### Warning Signs of a Seducer

While it remains important to teach young children about the dangers of accepting items from strangers, or talking to them, we should all beware of the danger posed by the "seducer-type" child sex offender.

*Each of the individual signs below means very little. Taken as a group, however, the signs MAY point to this type of child sex offender, and should be applied to anyone who has repetitive access to, or contact with, children.*

- Provides unwarranted gifts, trips, affection and attention to a specific child or small group of children
- Seeks access to children
- Gets along with children better than adults
- "Hangs around" children more than adults
- Has items at home or in vehicle specifically appealing to children of the ages they intend to molest, such as posters, music, videos, toys, and even alcohol or drugs
- Displays excessive interest in children (may include inviting children on camping trips or sleepovers)
- Single, over 25 years old (but could be married, sometimes as a "cover," and could be any age)
- Photographs or videotapes children specifically
- Lives alone, or with parents
- Refers to children as objects ("angel," "pure," "innocent," etc.)
- Manipulates children easily

Again, each of these items, by themselves, is relatively meaningless. Taken together, however, they may indicate a problem.

### What to Watch For in Your Child

We've seen the signs that could point to a child sex offender, but what about the signs a child might display when he or she has been sexually abused or exploited? Some of these symptoms may be present in a child who has been or is being sexually abused, when such symptoms are not otherwise explainable: sudden mood swings, excessive crying, withdrawal, nightmares, bed-wetting, rebellious behavior, fear of particular people or places, infantile behavior, aggressive behavior, and physical signs such as pain, itch, bleeding, fluid or rawness in private areas.

### Getting More Information

*These items are meant solely as a general guide, and should not be used as the only means for rooting out child sex offenders.* Parents can access more information on child abuse through the National Center for Missing and Exploited Children (a non-profit organization founded by John Walsh, <http://www.missingkids.com/>) and the National Clearinghouse on Child Abuse and Neglect

Information (part of a service of the Children's Bureau, within the Administration on Children, Youth and Families, Administration for Children and Families, U.S. Department of Health and Human Services, <http://www.calib.com/nccanch/>).

### How to Report Suspected Child Maltreatment

The National Clearinghouse on Child Abuse and Neglect Information advises this: If you suspect a child is being maltreated, or if you are a child who is being maltreated, call the Childhelp USA National Child Abuse Hotline at 1-800-4-A-CHILD (1-800-422-4453; TDD [text telephone] 1-800-2-A-CHILD). This hotline is available 24 hours a day, seven days a week. The Hotline can tell you where to file your report and can help you make the report.

Or, for a list of states' toll-free telephone numbers for reporting suspected child abuse, visit the "Resource Listings" section at this site: <http://www.calib.com/nccanch/pubs/prevenres/organizations/tollfree.cfm>, or call the Clearinghouse at 1-800-FYI-3366.

### Talk to Your Kids; Listen to Your Kids

It is important that you as a parent talk frankly to your children. If a child reports sexual abuse, statistics show he or she is probably telling the truth.

Unfortunately, the sexually molested child often sees himself or herself as the one "at fault" for allowing abuse to happen. Your children **MUST** know that they can come to you with this information, and that you will support them, love them, and *believe* them.

If there is an allegation of sexual abuse of a minor, the crime should be reported immediately. These criminals who steal childhood **MUST BE STOPPED**.

*This brochure was produced by Little League Baseball, Incorporated; P.O. Box 3485; Williamsport, PA 17701*

*Little League Baseball and Softball does not limit participation in its activities on the basis of disability, race, creed, color, national origin, gender, sexual preference or religious preference.*

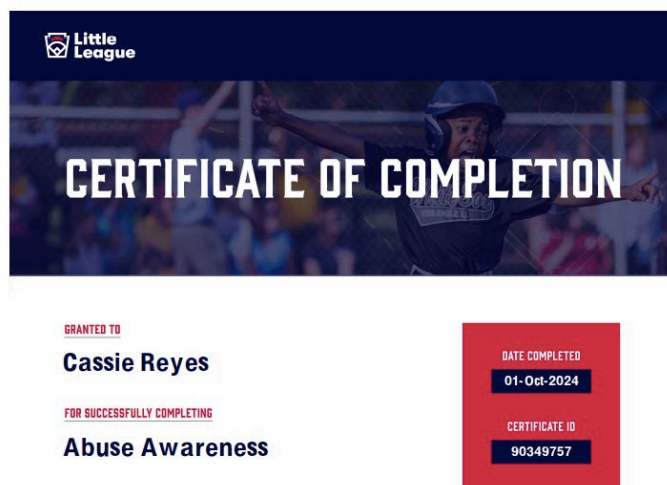
# Safe Sports Act

- ✓ “Protecting Young Victims from Sexual Abuse and SafeSport Authorization Act of 2017” became federal law in 2018
- ✓ The goal of SafeSport is to protect children from abusive situations by engaging more people in the reporting and education processes
- ✓ A volunteer now can be held legally responsible if they have firsthand knowledge and fail to report any type of Child Abuse to the correct parties
- ✓ SafeSport covers all types of Child Abuse both physical and psychological
- ✓ SafeSport prompted USA Baseball to create Pure Baseball
- ✓ Little League International and all local little league programs must adhere to the following requirements from the SafeSport Act:
  - ✓ Reporting of Abuse involving a minor to the proper authorities
  - ✓ All volunteers of a local league are now mandated reporters and could face criminal charges if the league chooses to ignore, or not report to the proper authorities, any witnessed act of child abuse, including sexual abuse, within 24 hours.
  - ✓ Local leagues must be aware of the proper procedures to report any type of abuse in their state. Please reference [www.LittleLeague.org/ChildAbuse](http://www.LittleLeague.org/ChildAbuse)
  - ✓ Leagues must adopt a policy that prohibits retaliation for “good faith” reports of child abuse.
  - ✓ Leagues must adopt a policy that limits one-one-one contact with minors.
  - ✓ Leagues are highly encouraged to complete the Abuse Awareness training provided by USA Baseball and/or SafeSport.

**Rancho Cordova Little League requires all Board Members, Managers, Coaches, Team Parents, Scorekeepers, Umpires, all other personnel to complete a Child Protection Training Program required by Little League prior to the first practice taking place. Rancho Cordova Little League requires each volunteer to upload their certificate upon registration prior to being approved. This must be completed yearly.**

**They must complete the course online**

[https://www.littleleague.org/university/articles/abuse-awareness-training-course/?utm\\_source=resource+guide+september&utm\\_medium=email&utm\\_campaign=abuse+awareness+training+course+link](https://www.littleleague.org/university/articles/abuse-awareness-training-course/?utm_source=resource+guide+september&utm_medium=email&utm_campaign=abuse+awareness+training+course+link)





# CONCESSION STAND SAFETY

## MENU

Menu shall be posted at concession stand and approved by Safety Officer and League President.

## COOKING AND STORAGE

All potentially hazardous food should be kept at 41°F or below (if cold) or 140°F or above (if hot). Ground beef and ground pork should be cooked at an internal temperature of 155°F, poultry parts should be cooked at 165°F. Keep foods stored off of the floor at least six inches. Keep food covered to protect them from insects. Do not store pesticides near food. Thoroughly clean concession area and discard all unusable food after each event.

## REHEATING

Rapidly reheat potentially hazardous foods to 165°F. Do not attempt to heat food in crock pots, steam tables over steno units or other holding devices. Slow cooking mechanisms may activate bacteria and never reach a killing temperature.

## COOLING AND COLD STORAGE

Foods that require refrigeration must be cooled to 41°F as quickly as possible and held at that temperature until ready to serve. To cool foods down quickly use an ice water bath (60% ice to 40% water), stirring the product frequently, or place the food in shallow pans no more than 4 inches in depth and refrigerate. Pans should not be stored one atop the other and lids should be off or ajar until the food is completely cooled. Check temperature periodically to see if the food is cooling properly.

## HAND WASHING

Always wash hands before starting your shift, handling food, after using the bathroom, coughing, sneezing, handling money or touching raw food. Wearing disposable gloves can offer an additional barrier to contamination, but is no substitute for hand washing!

## DISHWASHING

Use disposable utensils for food service and never reuse disposable dishware. In instances where cooking utensils are not disposable, wash in hot soapy water, rinse in clean hot water and air dry.

## ICE

Ice used to cool cans/bottles should not be used in cups beverages and should not be stored separately. Use a scoop to dispense ice: never use the hands. Ice can become contaminated with bacteria and viruses and cause foodborne illness.

## EQUIPMENT

All equipment is to be inspected regularly by the Concessionaire to ensure safe operation. All workers should know the fire extinguisher location. Any equipment malfunction or safety hazard should be reported to the Concessionaire immediately. Name and telephone number of the Concessionaire is to be posted for immediate contact.

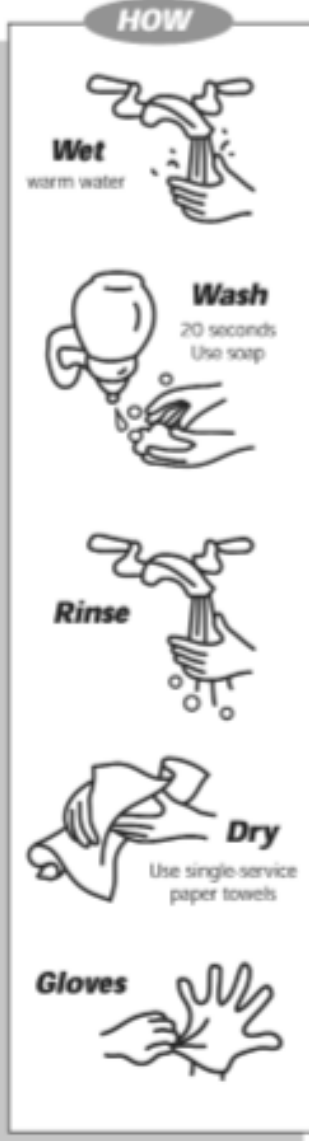
## CUSTOMER AREA

The areas used by the customer must be kept in a clean state. Thoroughly clean serving counters and condiment tables before each event and as needed during each event.

## VOLUNTEERS

An adult over 18 years of age must be present at all times. All volunteers must be over 16 years old. All concession volunteers to be instructed on proper hand washing, food handling and use of equipment. ONLY healthy workers should be allowed in the concession stand. Anyone with symptoms of fever, nausea, vomiting, diarrhea, jaundice, open sores, infected cuts, etc., is not allowed in food service area. The use of hair restraints is recommended.

# Volunteers Must Wash Hands



## WHEN

**Wash your hands before you prepare food or as often as needed.**

### Wash after you:

- ▶ use the toilet
- ▶ touch uncooked meat, poultry, fish or eggs or other potentially hazardous foods
- ▶ interrupt working with food (such as answering the phone, opening a door or drawer)
- ▶ eat, smoke or chew gum
- ▶ touch soiled plates, utensils or equipment
- ▶ take out trash
- ▶ touch your nose, mouth, or any part of your body
- ▶ sneeze or cough

**Do not touch ready-to-eat foods with your bare hands.**

Use gloves, tongs, deli tissue or other serving utensils.  
Remove all jewelry, nail polish or false nails unless you wear gloves.

### Wear gloves.

when you have a cut or sore on your hand  
when you can't remove your jewelry

### If you wear gloves:

- ▶ wash your hands before you put on new gloves

### Change them:

- ▶ as often as you wash your hands
- ▶ when they are torn or soiled

Developed by UMass Extension Nutrition Education Program with support from U.S. Food & Drug Administration in cooperation with the 504 Partnership for Food Safety Education, United States Department of Agriculture-Cooperating, UMass Extension provides equal opportunity in programs and employment.



# EQUIPMENT

## BATTING HELMETS

**Batting Helmets Must Fit!** Since many players and volunteers use community equipment designed as one-size-fits-all, make sure it does fit everyone, or that different models are available. Injuries happen when helmets fall off while the player is running the bases, too. Make sure chin straps are on all helmets that have the snaps or latches to hold the strap in place. Smaller players are at risk of poorly fitting helmets falling off, leaving their heads unprotected. Little League requires each team to have **six** NOCSAE-approved helmets available for each team's batters. **Don't Modify Helmets with Paint!** Check all your helmets for unapproved paint. Helmets may not be repainted or unless approved in writing by the manufacturer. See rule 1.16 and 1.17 in the green book for specifics on this.

## CATCHERS

Male catchers must wear the metal, fiber or plastic type cup and a long-model chest protector. Female catchers must wear long or short model chest protectors. All catchers must wear chest protectors with neck collar, throat guard, shin guards and catcher's helmet, all of which must meet Little League specifications and standards. All catchers must wear a mask, "dangling" type throat protector and catcher's helmet during practice, pitcher warm-up, and games.

**NOTE: Skullcaps are not permitted.**

## BATS

If the gripping tape on a bat becomes unraveled, the bat must not be used until it is repaired. Bats with dents, or that are fractured in any way, must be removed from play and discarded.

## BALLS

Only Official Little League balls will be used during practices and games.

## MEDICAL

- Team first-aid kits are issued to each team manager during the pre-season.
- Team first-aid kits must be brought to each practice and game.
- A first-aid kit is located at the concession stand and major shed.
- A Save-A-Tooth emergency tooth preserving system is available at the concession stand and major shed in case of a dislodged tooth. Let the Safety Officer know if this is used so a replacement kit can be obtained.
- No medication will be taken at the RCLL complex unless administered directly by the child's parent. This includes over the counter medicine such as aspirin and Tylenol.

## UNIFORM & SAFETY EQUIPMENT

- Players may not wear metal cleats or a metal pitching toe. Tennis or gym shoes are permitted.
- All male players are to wear athletic supporters and cups during games and practices.
- Catchers may not catch (whether warming up a pitcher, in practices, or games) without wearing full catcher's gear and an athletic cup as described above.
- Any player swinging a bat must wear a batting helmet. This includes during practice and warm-ups when hitting either hard balls or practice balls.
- Players acting in the role of base coach must wear a batting helmet. Use of a helmet by an adult base coach is optional.

**At the end of the season, all equipment must be returned to the RCLL Equipment Manager and signed off by the Manager and Equipment Manager. Replace questionable equipment immediately by notifying the RCLL Equipment Manager.**

# RCLL GUIDELINES AND COMPLEX

## RCLL

- Include Safety Officer as a position on the RCLL Board of Directors.
- Allocate a portion of the annual RCLL budget toward safety.
- Each year RCLL will complete and submit the current year Facility Survey online in the Little League Data Center.
- RCLL will submit League Player Registration Data or Player Roster Data and Coach and Manager Data through the Little League Data Center at [www.littleleague.org](http://www.littleleague.org) by April 1, 2025 or two weeks following the draft.
- Each year RCLL will complete and submit the Qualified Registration Safety Form along with our Safety Plan/Manual.
- Each Manager will receive a copy of the Safety Manual via email, it also gets published on our website at [www.rcll.org](http://www.rcll.org). Volunteers may receive a hard copy upon request.

## COMPLEX

- Speed Limit 5 mph in roadways and parking lots while attending any Rancho Cordova Little League function. Watch for children around parked cars.
- No playing in parking lots at any time.
- Each player, manager, designated coach, umpire, team safety officer shall use proper reasoning and care to prevent injury to him/herself and to others.
- All players, managers, coaches and spectators are to remain alert and watch for batted balls or wild throws to avoid being injured during games and practices.
- Have back guard rails and side rails on bleachers.
- No alcohol in any parking lot, field, or common areas within the Rancho Cordova Little League complex.
- No smoking in any parking lot, field, or common areas within the Rancho Cordova Little League complex.
- No playing on or around lawn equipment.
- Use crosswalks when crossing roadways. Always be alert for traffic.
- No profanity.
- No swinging bats or throwing baseballs at any time within the walkways and common areas of Rancho Cordova Little League complex.
- No throwing rocks.
- Observe all posted signs.
- No children under the age of 16 are to be permitted in the Snack Bar unless supervised by a parent or a responsible adult.
- Improvements made this year for Safety include, motion detectors, new steel door on the snack bar. RCLL has provided more clinics for Managers, Coaches, and Parents to attend.
- Future improvements to our fields will be signs about all types of safety mentioned in this manual as well as reminders to our parents and spectators that we are all volunteers.

## FIELDS

- The manager or a coach from the home team must survey the field for hazards such as rocks, glass, or holes before the game. All hazards must be resolved prior to starting the game. Items in need of repair must be reported to the Groundskeeper.
- No climbing fences or backstops.
- No hitting or throwing hard balls directly into dugouts, backstops or fences.
- The field of play must remain free of foreign objects—this includes bats, balls, gloves, water bottles, equipment bags, and any other objects from the dugout.
- Use protective fence tops on outfield fences.
- All gates to the field must remain closed at all times. After players have entered or left the playing field, gates should be closed and secured.

- After each game the managers will make sure that all waste is removed from the field and again inspect the entire playing field for dangerous materials on the ground or the fences, such as sticks, rocks, glass, or holes.
- In addition, after each game the managers will also check the spectator areas for waste and potential dangerous materials left behind and remove them so that the next game starts in a clean and safe environment for the next group of spectators, players, and coaches.

#### PRACTICES & WARM-UPS

- Only league approved managers and coaches are allowed to conduct team practices.
- All pre-game warm-ups should be performed within the confines of the playing field and not within areas that are frequented by, and thus endangering, spectators.
- Only players may catch pitchers. Pursuant to rule 3.0.9, at no time shall a manager or coach (or any other non-player) take on the role of catcher for a player throwing with a pitching motion, including pre-game warm-ups, between innings, or during practice. This includes standing at the backstop as an informal catcher during batting practice.
- Weighted doughnuts for use on bats may not be used at any time.

#### DUGOUTS & BENCHES

- Players on the bench must remain in the dugout during the game, with the exception of restroom breaks, which must be supervised by an adult.
- One manager or coach must remain in the dugout at all times.
- Players in the dugout must act in an orderly fashion at all times.
- After each game, each team must clean up trash in the dugout and around the spectator area.

#### GAME EQUIPMENT

- No throwing bats or helmets.
- Damaged equipment is to be removed from play and reported to the Equipment Manager for immediate repair or replacement.
- Use reduced impact balls for the T-ball and Farm leagues.
- Catchers must wear a catcher's mitt (not a first baseman's mitt or fielder's glove) of any shape, size or weight consistent with protecting the hand.
- Only the player who is currently at bat may swing a bat. This goes for all levels and all fields.
- No swinging bats in the dugout.
- No swinging bats by the player who is "on deck" – this includes the traditional on-deck area outside the dugout in the foul area of play.
- No swinging bats in enclosures – this includes the bullpen and "on deck" fenced areas connected to the dugouts at the National and Major Fields.
- The player who is "on deck" must remain in the dugout without a bat in hand. Once a player is up to bat, they may take warm-up swings in the area of home plate only.
- Appreciate that any bat that is in-hand, especially at face level, becomes an immediate risk for injury even without being swung.
- Players in the dugout may handle a bat only if it is their turn to bat and they are retrieving it for use, or if they are returning the bat to its stored location after use.

#### BATTING CAGES

- No food or drinks allowed.
- Bats must be on bat racks
- Helmets must be on
- Coach must be with kids

#### INJURIES

- Report all injuries to the Safety Officer.
- Track "near misses" as a proactive tool to evaluate practices and avoid future injuries.

# MAINTENANCE AND STORAGE SHED PROCEDURES

The following applies to all of the storage sheds used by Rancho Cordova Little League and apply to anyone who has been issued a key and access to those facilities, including managers and coaches.

- All individuals with keys to the Rancho Cordova Little League equipment sheds (i.e., Managers, Umpires, etc.) are aware of their responsibilities for the orderly and safe storage of rakes, shovels, bases, etc.
- Before you use any machinery located in the shed (i.e., lawn mowers, weed eaters, lights, scoreboards, public address systems, etc.) familiarize yourself with the written operating procedures for that equipment.
- Do not use any power equipment unless authorized by the Groundskeeper or Equipment Manager.
- All chemicals or organic materials stored in Rancho Cordova Little League sheds shall be properly marked and labeled as to its contents.
- All chemicals or organic materials (i.e., lime, fertilizer, etc.) stored within these equipment sheds must be separated from the areas used to store machinery and gardening equipment (i.e., rakes, shovels, etc.) to minimize the risk of puncturing storage containers.
- Any “loose” or uncontained chemicals or organic materials within these sheds should be cleaned up and disposed of as soon as possible to prevent accidental poisoning.
- Bases, rakes, hoses, paint and string for the Farm, American and National leagues are stored in the snack bar shed. Extra paint is stored in the Major league shed.
- The officer on duty opens sheds approximately one hour prior to games.
- Turface is stored in the dome shed and should only be used to absorb water on the fields to prepare them for play. Do not waste this product by using it as ornamental top dressing.
- Return all tools and equipment to the shed when you are finished.
- There is limited field preparation equipment, so please be courteous, prompt, and share with the other field preparation volunteers.
- The Major league shed must remain closed when it is not being used because the front is out of site from the field.
- Make sure the sheds are locked before you leave.
- Contact the Equipment Manager with any questions, concerns or suggestions.

Failure to comply with the RCLL Safety Code may result in ejection from the Rancho Cordova Little League field/complex or other disciplinary actions, up to and including removal from the league

# WEATHER CONDITIONS

## HEAT

When the temperatures are 90° or above, provide plenty of water, shade and rest periods during games and practices. Encourage players to drink small amounts frequently. Any player exhibiting signs of heat related illness (cramps, fatigue, light headedness, nausea, vomiting or headache) should be removed from the field immediately, placed in the shade and hydrated. If symptoms do not improve immediately, seek prompt medical aid.

## SUN

The Sun's rays can have a damaging effect on the skin. Not only is sunburn painful, but each instance of such an injury can increase someone's chances of developing skin cancer. The Sun Protection Factor (SPF) of a sunscreen indicates how many times longer it takes for the user to develop skin damage from the sun. Be sure parents are properly protecting their kids by ensuring they apply sunscreen while dressing for a game or practice, even under their uniforms. Clothes provide less protection during prolonged sun exposure than you'd think! It should be reapplied frequently, at least on the arms and face, as sweating can wash it away.

## RAIN AND MUD

Playing on muddy fields with wet equipment creates ruts and holes that not only damage the playing surface, but also create a hazardous situation and places the players at risk for injuries. When in doubt, reschedule the game or practice. The officer on duty assists in determining whether scheduled games are played.

## INSUFFICIENT LIGHT

At the discretion of the umpire the ball game will be suspended due to darkness. This is a judgement call by the umpire to prevent any possible injuries due to insufficient daylight. This shall be in accordance with rule 9.01 (c) and 9.03 (5) and is not subject to an appeal.

## LIGHTNING

Stop the game or practice at the first sign of lightning. Managers/coaches **must** maintain strict compliance to our inclement weather/lightning policy. At the first sign of lightning, all activity shall stop

- Stay away from metal fencing, including dugouts!
  - Also avoid trees, poles and other high objects.
  - Players must return to their parent/guardian and asked to wait inside their car for further instructions.
  - No one should carry a bat during this time.
  - Activity may continue after the threat of lightning has passed (30 minutes after the last flash)
- Games/practices should not be held on excessively wet fields

## IF CAUGHT OUTDOORS AND NO SHELTER EXISTS

- Find a low spot away from trees, fences, light poles, and flagpoles.
- Make sure the site you pick is not prone to flooding.
- If you feel your skin begin to tingle or your hair feels like its standing on end, squat low to the ground, balancing on the balls of your feet.
- Make yourself the smallest possible target, tuck your head between your legs, and minimize your contact with the ground.

## WHAT TO DO IF SOMEONE IS STRUCK BY LIGHTNING

- The person who has been struck will carry no electrical charge; therefore, they are safe to touch.
- Call 9-1-1 as soon as possible for help.
- Check for burns to the body.
- Give first aid as needed.
- If breathing and/or heartbeat have stopped, perform CPR until EMS arrives.
- Contact the league Safety Officer or President ASAP.

## LIGHTNING SAFETY

Keeping the Game Safe: NOAA Teams with Little League on Lightning Safety Awareness (A news release from the National Oceanographic and Atmospheric Administration.) When the thunder that Little Leaguers hear is not the roar of the crowd, it is time to get inside, because lightning may be close behind. That's why the NOAA National Weather Service is teaming up with Little League Baseball and Softball to provide valuable life-saving information regarding the dangers of lightning.

"NOAA is proud to partner with Little League on our effort to educate the public on the dangers of lightning, particularly the coaches, umpires, parents and children who are involved with Little League Baseball and Softball," said retired Navy Vice Adm. Conrad C. Lautenbacher, Ph.D., undersecretary of commerce for oceans and atmosphere and NOAA administrator. "Lightning is an underrated killer, claiming, on average, more lives than either tornadoes or hurricanes."

Little League has been proactive in providing lightning-safety information to officials across the country through their safety newsletter, ASAP (A Safety Awareness Program). In a recent newsletter, Little League included a copy of a "Coach's and Sports Official's Guide to Lightning Safety," developed by the NOAA Weather Service. Previously, the April 2002 issue of ASAP included an article written by NOAA on lightning safety.

"The safety of our players, parents, coaches and spectators is of utmost importance to us," said Stephen D. Keener, president and chief executive officer of Little League International. "Lightning is one of our greatest concerns on the field, and we appreciate the safety information that NOAA provides to us. We want everyone involved in Little League Baseball to understand the dangers of lightning so that they will take the appropriate action when thunderstorms threaten."

"The bottom line is that if you hear thunder, you need to get inside immediately," said retired Air Force Brig. Gen. David L. Johnson, director of the NOAA National Weather Service. "Lightning can strike up to 10 miles from a thunderstorm, which is about the distance that the sound of thunder can travel and be heard. All thunderstorms produce lightning, and each lightning strike is a potential killer."

Lightning casualties can occur at any time of the year but are most frequent in the late spring and summer thunderstorm season, when people tend to be outside. Annually, about 25 million cloud-to-ground lightning strikes occur in the United States. From 1971 to 2000, lightning killed an average of 73 people each year in the United States and injured hundreds more.

The NOAA National Weather Service is the primary source of weather data, forecasts and warnings for the United States and its territories. The NOAA Weather Service operates the most advanced weather and flood warning and forecast system in the world, helping to protect lives and property and enhance the national economy.

NOAA is dedicated to enhancing economic security and national safety through the prediction and research of weather and climate-related events and providing environmental stewardship of the nation's coastal and marine resources. NOAA is part of the U.S. Department of Commerce.



# California District 5 - League Listing

## ARCADE CREEK LITTLE LEAGUE

President - Janel Denton [president@arcadecreekll.com](mailto:president@arcadecreekll.com)

## ARDEN LITTLE LEAGUE

President - Josh Wickland [president@ardenlittleleague.com](mailto:president@ardenlittleleague.com)

## CARMICHAEL LITTLE LEAGUE

President - Lynn Thiesen [lynn@carmichaellittleleague.org](mailto:lynn@carmichaellittleleague.org)

## CITRUS HEIGHTS LITTLE LEAGUE

President - Daniel Gomez [president@citrusheightsll.com](mailto:president@citrusheightsll.com)

## COLLEGE GLEN LITTLE LEAGUE

President - Jerald Marquardsen [collegeglenLLpresident@gmail.com](mailto:collegeglenLLpresident@gmail.com)

## FAIR OAKS/ORANGEVALE LITTLE LEAGUE

President - Kody Shirk [president@fovll.com](mailto:president@fovll.com)

## NORTHRIDGE LITTLE LEAGUE

President - Jon Kliewer [president@northridgebaseball.com](mailto:president@northridgebaseball.com)

## RANCHO CORDOVA LITTLE LEAGUE

President - Cassie Reyes [president@rcll.org](mailto:president@rcll.org)

## ROSEMONT LITTLE LEAGUE

President - Sarah Wells [Rosemontbaseball.playeragent@gmail.com](mailto:Rosemontbaseball.playeragent@gmail.com)

## SUNRISE LITTLE LEAGUE

President - Collin Miller [president@sunriselittleleague.com](mailto:president@sunriselittleleague.com)