

# Bridgeport Upper Merion Little League 2023 Safety Plan

## Safety Policy Statement

It is the policy of the Bridgeport Upper Merion Little League (BULL) to ensure the safety of all its players, coaches and spectators. Through the continued support of all persons involved, we believe we can make one of the finest Little League programs one of the safest Little League programs. It is our ultimate goal to safely and enjoyably teach our children the rules of baseball and the fundamentals of teamwork and sportsmanship.

### 1. Emergency Phone Numbers

- In the event of a true emergency that requires immediate medical attention call 911. Remember to remain calm, speak clearly and provide all of the information requested by the 911 operator in as much detail as possible. Do not hang up until instructed to do so.
- Bridgeport Police Department: 610-272-5660
- Accident reporting and accident inquiries should be forwarded to and communicated with the Safety Officer: Bill Keetley: Cell: 484-804-5024, E-mail: whkeet@gmail.com
- Here is a phone number list for the Bridgeport Upper Merion Little League Board Members:
  - President – Jerry Mangan: 610-745-9814
  - Vice President – Dave Dolga Jr: 484-524-3749
  - Player Agent – Dave Dolga Jr: 484-524-3749
  - Secretary – Jerry Mangan: 610-745-9814
  - Treasurer – Dave Dolga Jr: 484-524-3749
  - Safety Officer – Bill Keetley: 484-804-5024
  - Concession Manager – Dave Dolga Sr 215-570-9153

### 2. Prompt Accident Reporting

- Accident forms are to be completed and forwarded to the Safety Officer within 48 hours of any accident, preferable 24 hours when possible.
- Forms are available in the concession stand, and by contacting the BULL Safety Officer Bill Keetley at: C#484-804-5024 or whkeet@gmail.com
- Track “Near Misses” to be used for better future practices.

### 3. First Aid

- First aid is an important part of any safety program. Like insurance coverage, it is a form of protection that must be available in case of an emergency involving any injury.
- First Aid kits are located at the concession stand and in the Team Lockers.
- For any injury that requires treatment outside of what’s available in the First Aid kit, player should seek medical treatment and have an Incident Report Form filled out.
- It is recognized as impractical to have a completely trained and experienced First Aid person on duty at all times. However, Little League requires that formal first aid training be conducted annually and that a representative from each team as well as League Officials attend the training. Ideally, this training should be from an accredited agency such as the American Red Cross. The alternative is to have a medical doctor, a registered nurse or a certified professional who is familiar with Little League operations conduct the training.
- It is extremely important that, as soon as provisions have been made for the care of injured or ill people who require outside treatment their family be notified in as tactful a manner as possible.
- A thorough investigation should be made to find the cause(s) of an accident and action started to prevent another occurrence. This includes proper notification of the Safety Director.
- Any player under the care of a doctor should be required to bring a note from the doctor to the manager releasing the player to play ball before being allowed to return to the lineup.

#### **4. Emergency Procedures**

- Coaches should initially make a quick assessment to the severity of the injury and/or illness and call 911 if the nature of the problem requires immediate emergency medical attention.
- Trained coaches should stay with the injured person and only treat him or her to the extent of their first aid training.
- The coach should remain with the player and send a responsible person (preferably an adult) to call 911.
- The individual making the 911 call should report to the club box to make an announcement over the PA system requesting anyone with medical emergency training to report to the specified field.
- Coaches are not permitted to administer any medications to any person or player. Parents & Guardians are required to assume this responsibility.
- Coaches are required to complete and submit an Incident Report Form and submit to the Safety Officer within 24 hours.

#### **5. Safety Rules**

- All players, coaches, volunteers and spectators MUST follow the BU-LL safety procedures
- Only players, coaches and umpires are permitted within the playing field or dugouts during all games and practices.
- Games or practices should not be held when weather conditions are unsafe or when lighting is inadequate.
- Coaches are responsible for keeping their team's equipment off the playing field and inside the dugouts or hung behind the protective fencing.
- All equipment must be LLI approved and should be regularly inspected by the coaching staff. Damaged equipment must be removed and destroyed.
- Batters are required to wear helmets while batting or coaching a base. This must be done during all games and practices.
- All male players must wear a protective cup and supporter.
- Catchers must wear full protective gear whenever behind home plate during all games and practices. If a catcher is warming up a pitcher, a mask and helmet, at minimum are required.
- Pregame or practice warm-ups should be not be positioned to endanger fellow players or spectators.
- Head first slides are prohibited.
- Coaches are responsible to ensure no horse play during all games and practices.
- Players are not allowed to wear any jewelry, including earrings, during games or practices.
- No on-deck batting.
- Players must remain in the dugout.

#### **6. Field Inspection Procedures**

- Prior to all games and practices, the coaches of both teams will inspect the field.
- Upon discovery of any unsafe conditions, they should be immediately corrected. If an immediate repair cannot be made, both teams should be notified of the condition prior to play.
- Any unsafe conditions should be immediately reported to the team's managers, coaches and the league officers.

#### **7. Equipment Inspection Procedures**

- All equipment will be inspected prior to games and practices.
- Upon discovery of any unsafe equipment, it will either be repaired or replaced prior to play.
- Any equipment damaged beyond repair should be destroyed.

## **8. Lightning Evacuation**

- At the first sign of lightning, thunder or an approaching storm, all games and/or practices will be stopped. Under no circumstances will the game or practice continue even if the storm is estimated to be far in the distance.
- In the event that the above conditions are recognized, an announcement over the PA system giving players, coaches and spectators should be given as follows: "Given the weather conditions, please take cover in your vehicles, the clubhouse, concession stand or storage building."
- Coaches and Umpires will make the final decision whether to resume play, recognizing the safety of the players and spectators as the primary concern.

## **9. Volunteers**

- All volunteers that will be coaching, managing, board members, working in the concession stand or in any capacity with the league must submit background checks in accordance with LLI rules and PA State Laws regarding volunteers.
- All forms will be kept on file with the league. If for some reasons the form is not completed and returned to the safety officer before league play that person will not be able to volunteer as a coach or work with the children.
- Clinics and ongoing fundamentals training programs are organized by the League's Board members and are typically held at Diamond Academy for several weeks prior to the start of the season.
- In addition to standard Board Meetings, League Representatives have periodic meetings to address all issues including rule changes, fundamentals training, quality of play, safety issues and potential enhancements to the overall curriculum.
- First Aid Training for Managers and Coaches conducted by a trained professional will be available each year on an as needed basis. In addition, upon distribution of the Safety Manual to the Board, Managers and Coaches and through meetings emergency procedures and first aid procedures are emphasized and discussed.

## **10. Concession Stand**

- The concession stand must be fully inspected prior to opening day and on an ongoing basis by the Concession Stand Director, Safety Director, and/or President to ensure that it is properly equipped to meet food and beverage safety requirements and fire codes.
- The Concession Stand Director must be fully qualified to ensure safe use of equipment and adherence to food and beverage safety standards.
- The Concession Stand Director is also responsible for the scheduling and training of parent assistants and for general maintenance of the snack stand on an ongoing basis.

## **11 Steps to Safe and Sanitary Food Service Events**

The following information is intended to help you run a healthful concession stand. Following these simple guidelines will help minimize the risk of food borne illness. This information was provided by District Administrator George Glick, and is excerpted from "Food Safety Hints" by the Fort Wayne-Allen County, Ind., Department of Health.

- 1. Menu. Keep your menu simple, and keep potentially hazardous foods (meats, eggs, dairy products, protein salads, cut fruits and vegetables, etc.) to a minimum. Avoid using precooked foods or leftovers. Use only foods from approved sources, avoiding foods that have been prepared at home. Complete control over your food, from source to service, is the key to safe, sanitary food service.
- 2. Cooking. Use a food thermometer to check on cooking and holding temperatures of potentially hazardous foods. All potentially hazardous foods should be kept at 41° F or below (if cold) or 140° F or above (if hot). Ground beef and ground pork products should be cooked to an internal temperature of 155° F, poultry parts should be cooked to 165° F. Most foodborne illnesses from temporary events can be traced back to lapses in temperature control.
- 3. Reheating. Rapidly reheat potentially hazardous foods to 165° F. Do not attempt to heat foods in crock pots, steam tables, over sterno units or other holding devices. Slow-cooking mechanisms may activate bacteria and never reach killing temperatures.

- 4. 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. Allowing hazardous foods to remain unrefrigerated for too long has been the number ONE cause of foodborne illness.
- 5. Hand Washing. Frequent and thorough hand washing remains the first line of defense in preventing foodborne disease. The use of disposable gloves can provide an additional barrier to contamination, but they are no substitute for hand washing!
- 6. Health and Hygiene. Only healthy workers should prepare and serve food. Anyone who shows symptoms of disease (cramps, nausea, fever, vomiting, diarrhea, jaundice, etc.) or who has open sores or infected cuts on the hands should not be allowed in the food concession area. Workers should wear clean outer garments and should not smoke in the concession area. The use of hair restraints is recommended to prevent hair ending up in food products.
- 7. Food Handling. Avoid hand contact with raw, ready to-eat foods and food contact surfaces. Use an acceptable dispensing utensil to serve food. Touching food with bare hands can transfer germs to food.
- 8. Dishwashing. Use disposable utensils for food service. Keep your hands away from food contact surfaces, and never reuse disposable dishware. Wash in a four-step process: 1. Washing in hot soapy water; 2. Rinsing in clean water; 3. Chemical or heat sanitizing; and 4. Air drying.
- 9. Ice. Ice used to cool cans/bottles should not be used in cup beverages and should 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.
- 10. Wiping Cloths. Rinse and store your wiping cloths in a bucket of sanitizer (example: 1 gallon of water and 1/2 teaspoon of chlorine bleach). Change the solution every two hours. Well sanitized work surfaces prevent cross-contamination and discourage flies.
- 11. Insect Control and Waste. Keep foods covered to protect them from insects. Store pesticides away from foods. Place garbage and paper wastes in a refuse container with a tightfitting lid. Dispose of wastewater in an approved method (do not dump it outside). All water used should be potable water from an approved source.
- 12. Food Storage and Cleanliness. Keep foods stored off the floor at least six inches. After your event is finished, clean the concession area and discard unusable food.
- The above 12 step plan is to be posted in the concession stand at all times.

## **12. Background Checks**

- All Board Members, Coaches, Assistant Coaches and BULL Volunteers MUST complete a 2023 Volunteer form, and pass a background Check.
- Board Members TBD will assist the Safety Officer as needed, by making phone calls to the Volunteer Applicants three listed references to verify worthiness to Volunteer for BULL 2023.

The Questions that will be asked of the applicants' references:

1. How long have they known the applicant? And is the applicant a person of good moral standing and reputation?
2. To the best of your knowledge, does the applicant have any criminal convictions, or any pending charges?
3. To the best of your knowledge, has the applicant any charge, conviction, no contest plea or guilty plea, or admission to any crime involving or against a minor.
4. To the best of your knowledge, does the applicant have any charge, conviction, no contest plea or guilty plea, or admission to any crimes that are considered sexual in nature or listed on the National Sex Offender Registry?
5. To the best of your knowledge, is the applicant under investigation for any type of child abuse, or have a pending charge against, or involving, a minor,

Any questions regarding the Safety Plan and/or procedures can be forwarded to Safety Officer, Bill Keetley at [whkeet@gmail.com](mailto:whkeet@gmail.com)