

# Kent Little League 2025 Safety Program

## “Where Safety comes First”



League ID #: 4471011

Safety Mission Statement

Kent 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.

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## Board of Directors Contact Information

<b>Title</b>	<b>Name</b>	<b>E-Mail</b>	<b>Phone Number</b>
President	Tim Smith	president@kentll.org	206-304-0604
Vice President Baseball	Steve Pettit	vice-president@kentll.org	253-508-8001
Vice President Softball	Amanda Lawson	fpvice-president@kentll.org	253-347-4281
Secretary	Crystal Arreguin	secretary@kentll.org	509-654-0369
Treasurer	Grace Rainey	treasurer@kentll.org	253-653-5910
Safety Officer	Steve Lybecker	safety-dir@kentll.org	360-951-0705
Information Officer	David Rainey		
Player Agent	Michelle Morrison	player-agent@kentll.org	425-894-3701
Umpire in Chief	Scott Barge.	umpire-director@kentll.org	206-793-8839
Coaches Coordinator	Steve Lybecker	coaching-dir@kentll.org	360-951-0705
Registrar	Mary Smith	registrar@kentll.org	253-245-6051
Fields Director	Open	fields-dir@kentll.org	N/A
Fields Asst	Keith Hagen	fields-dir@kentll.org	253-740-7564
Concessions Manager	Lynne Hagen	concessions-dir@kentll.org	253-740-7566
Baseball Director	Herm Lindsey	baseball-dir@kentll.org	253-630-4139
Equipment Director	Bill Miller	equipment-dir@kentll.org	253-376-7405
Fields Scheduler	Lacey Silvagni	scheduling@kentll.org	702-401-9982
Sponsorship Manager	Shawn Lear	sponsors-dir@kentll.org	775-846-1782

## Distribution of Safety Manual

Each team will receive a paper copy of this safety manual. Managers and or Team Safety Officers should have a copy of the safety manual at all league functions.

## EMERGENCY PHONE NUMBERS

Medical Emergencies	911
Police Emergencies	911
Fire	911
Non-Emergency	(253) 852-2121
Non-threat Emergency	311
Animal Control	(206) 296-7387

## NEIGHBORING HOSPITALS

NAME: MultiCare Covington Medical Center  
 ADDRESS: 17700 SE 272nd st Covington, WA 98042  
 PHONE NUMBER: (253) 372-6500

## NEIGHBORING Urgent Care

NAME: MultiCare Indigo Urgent Care  
 ADDRESS: 27111 167th PL SE #101 Covington, WA 98042  
 PHONE NUMBER: (253) 372-6500

## Volunteer Requirements

**Volunteer Application:** Each volunteer will be required to complete a volunteer application form and provide a copy of their government issued photo identification. (This is automatically completed while selecting your volunteer position during registration.)

**Background Checks:** Background are required to be ran through JDP. Results will be reviewed and eligibly against Little League International guidelines. The minimum requirement for these background investigations is verification that volunteers are not registered sex offenders or have been convicted of a violent crime.

**Annual Abuse Awareness Training** Volunteers must also complete the Abuse Awareness Training annually and is provided by Little League University. <https://www.littleleague.org/university/> . Records of the training are automatically uploaded into the Kent Little League training database; however, volunteers should keep their copy for their records as well.

Any person not willing to complete the above requirements will not be allowed to volunteer in any capacity and may be subject to the non-volunteer fee.

## Child Protection Program

- “Protecting Young Victims from Sexual Abuse and SafeSport Authorization Act of 2017” became federal law in 2018
  - <https://www.littleleague.org/player-safety/child-protection-program/safesport-resources-parents/>
- The goal of SafeSport is to protect children from abusive situations by engaging more people in the reporting and education processes
- 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.

## Coaches Fundamental and Safety Training

	Date	Location	Time
<b>Safety Manual &amp; First Aid Review:</b>	03/01/2024	Faith Church	10:00 AM

- At least (1) manager or coach from each team is required to attend training
- It is not necessary for doctors, nurses, LPN’s and paramedics in the league to attend first-aid training
  - Importance: Other individuals who attend various outside first-aid training and course are not exempt
- Note! Dates, times and locations are subject to change due to building availability. Updates will be communicated as required

## Hydration

*Players are required to bring bottled water or sports drinks. Managers are encouraged to bring water to each practice and game.*

### Tips to Prevent Heat Illness:

- Know that once you are thirsty you are already dehydrated.
- Drink before you become thirsty.
- Drink plenty of liquids like water, or sports drinks every 15 minutes.
- Water seems to be the preferred beverage. Water has many critical functions in the body that are important for performance. They include carrying oxygen and nutrients to exercising muscles.
- Do not drink beverages with caffeine before practice or games. Caffeine can increase the rate of dehydration.
- Do not exercise vigorously during the hottest time of the day.
- Practice in the morning and during the latter part of the evening.
- Wear light color loose cloths.
- Use sunscreen to prevent sunburn.
- If you begin to feel faint or dizzy stop your activity and cool off by sitting in the shade, air-conditioned car or using a wet rag to cool you off.



## How is it treated?

Emergency medical treatment is necessary. If you think someone has heatstroke, call 911 or a doctor immediately. In the meantime, give first aid as follows:

- Move the person to a shady area.
- Cover the person with a wet sheet and keep the sheet wet for cooling from evaporation.
- Fan the person with paper or an electric fan (preferably not cold air).
- Sponge down the body, especially the head, with cool water.
- Continue giving first aid until the body feels cool to the touch.
- If the person is conscious, let them sip water, fruit juice, or a soft drink.

## Concussions

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, **Kent 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) If a Little League player sustains, or is suspected of sustaining, an injury to the head while participating in any Little League game or event the player
  - a) must be immediately removed from the game or event;
  - b) and 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

It is recommended that prior to a team's first practice each season, every manager, coach, and adult assistant shall 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. For a more in-depth review, you may complete the CDC on-line training course at: <https://www.train.org/cdctrain/course/1089818/>

## Field Inspections and Storage Procedures

### BEFORE THE SEASON STARTS

- Kent LL will review and updates required the Annual Little League Facility Survey in the Data Center.
- Coaches shall familiarize themselves with the safety materials and requirements
- We suggest that Coaches appoint a Safety Parent for your team. They will need to be at all the games and have a cellular phone. It can be an Assistant Coach.

### PRIOR TO EACH GAME

- Review and complete a field safety walk using suggested inspection list below. Report any problems to your League Safety Officer.
- Check the team equipment for any problems. Report any equipment problems to the Equipment Manager for KLL supplied equipment and parents for player provided equipment.
- Check the contents in your team's first aid kit. Contact the League Safety Officer for any items that need to be replaced.

### STORAGE SHED

The following applies to the entire storage shed used by the League and applies to anyone who has been issued a key/combination to use those sheds.

- All individuals are aware of their responsibility for the orderly and safe storage of rakes, shovels, and bases.
- Before you use any equipment located in the shed (lights, scoreboards, etc.) please read the written operating procedures for that equipment.
- Any witnessed "loose" chemicals or organic materials within these sheds should be cleaned up and disposed of as soon as possible to prevent accidental poisoning.

## Field Inspection Items

Field Condition	Yes	No	Safety Equipment	Yes	No
Backstop Intact			First-aid Kit complete		
Home Plate Intact			Medical Release forms on hand		
Bases Secure & breakaway			Ice Pack/Ice		
Pitcher's Mound Safe			Safety Manual on hand		
Batter Box Lined/Level			Drinking Water		
Infield Fence Repair					
Outfield Fence Repair			<b>Dugouts</b>	<b>Yes</b>	<b>No</b>
Foul Lines Marked			Fencing Needs Repair		
Infield Need Repairs			Bench Needs Repair		
Outfield Need Repairs			Trash Cans		
Warning Track			Clean Up Is Needed		
Coaches' boxes Lined					
Free Of Foreign Objects			<b>Spectator Area</b>	<b>Yes</b>	<b>No</b>
Grass Surface Even			Bleachers Need Repair		
			Protective Screens Ok		
			Bleachers Clean		

**REPORT ANY PROBLEMS TO YOUR SAFETY OFFICER or President.**

## Concession Stand Guidelines

Every worker must be instructed on these guidelines before they can work.

### Wash your hands regularly:

- Use soap and warm water.
- Rub your hands vigorously as you wash them.
- Wash all surfaces including the backs of hands, wrists, between fingers and under fingernails.
- Rinse hands well.
- Dry hands well with paper towels.
- Turn off water using a paper towel, instead of your bare hands.

### Wash your hands in this fashion before you begin work and especially after performing any of these activities:

- After touching bare human body parts other than clean hands and clean exposed portions of arms.
- After using restrooms.
- After caring for or handling animals.
- After coughing, sneezing, using a handkerchief or disposable tissue.
- After touching soiled surfaces.
- After drinking, using tobacco, or eating.
- During food preparation.
- When switching from raw to ready to eat foods.
- After engaging in activities that contaminate hands.

### Basic Rules:

1. Menu... smaller is better. No salads, cut up fruit or vegetables, no food prepared at home.
2. Cook food thoroughly. Use a meat thermometer. Keep hotdogs at 41 degrees when cold and cook to 155 degrees or above when hot.
3. Rapidly reheat foods to 165 degrees. Slow cooking devices may activate bacteria and never reach killing temperatures.
4. All foods that require refrigeration must be cooled to 41 degrees F. as quickly as possible and held there until ready to use. DO NOT LEAVE FOOD OUT AT ALL!!
5. FREQUENT AND THOROUGH HANDWASHING IS REQUIRED.
6. Only healthy people should prepare and serve food. Anyone with any symptoms of disease (cramps, nausea, fever, vomiting, diarrhea, cough etc.) or who has open sores or infected cuts on the hands should not be allowed in the food concession area. Workers' clothes should be clean, and they should not smoke in the concession area. Hair restraints are recommended.
7. Food handling: Avoid hand contact with raw food, ready-to-eat foods, and food contact surfaces. Use a utensil and/or glove.
8. Use disposable utensils for food service. Keep your hands away from food contact surfaces and never reuse disposable dishware. Ideally utensils should be washed in a four-step method: (1) Hot soapy water, (2) Rinsing in clean water, (3) Chemical or heat sanitizing, (4) Air drying.
9. Ice that is used to cool cans/bottles should not be used in cup beverages. And should be stored separately. Use scoop to dispense ice, never use hands.
10. Wiping cloths should be rinsed and stored in a bucket sanitizer. (1-gallon water and ½ tsp. chlorine bleach. Change the solution every 2 hours.
11. Insect control and waste. Keep food covered to protect it from insects. Store pesticides away from food. Place garbage and paper waste in a refuse container with a lid that fits tightly. All water that is used should be potable from an approved source.
12. Keep food stored off the floor at least 6 inches. After your event is finished, clean the concession area and discard any unusable food. Do not save food for reheating.

### THE TOP SIX CAUSES FOR ILLNESS

1. Inadequate cooling and cold holding.
2. Preparing food too far in advance of service.
3. Poor personal hygiene and infected personnel.
4. Inadequate reheating.
5. Inadequate hot holding.
6. Contaminated raw foods and ingredients.

## Pre-Game Equipment Check

- This Little League requires regular inspection of playing equipment.
- Unsafe equipment should not be given in team equipment bags.
- Manager's /Coaches are required to inspect equipment prior to each use - Umpires no longer inspect equipment prior to games
  - Bats and helmets are reviewed for dents, dings, cracks - must meet current regulations
  - Catchers gear (no skull cap), dangling throat gauge installed at the correct height to protect the throat
  - Males are wearing protective cup. (Suggested for female players)
- Bad equipment will be logged and will be removed and destroyed.
  
- Use of an illegal bat - Little League Rules 3.01a - Illegal equipment used during a game will result in the player and Manager being ejected from the current game and suspension for the follow on game. And may not even be in attendance at that game site.

## Accident Reporting Procedure

**What to Report:** An incident that causes a Player, Manager, Coach or Umpire to receive medical treatment or first aid must be reported to The Safety Officer.

**When to Report:** All such incidents described above must be reported to The Safety Officer within 24 to 48 hours of the incident.

**The Safety Officer is**

**Name:** Steve Lybecker

**Cell Number:** 360-951-0705

**Email:** [safety-dir@kentll.org](mailto:safety-dir@kentll.org)

**How to Make a Report:** Initial reporting of an incident is typically a phone call to the safety director as soon as possible. For the initial phone notification, the minimum information should be provided:

1. The name and address of the injured person.
2. The date, time, and location of the incident.
3. A detailed description of the incident as possible.
4. The preliminary estimation of the extent of the injury.
5. The name and phone number of the person making the report.
6. Names and phone numbers of any witnesses.

A completed injury tracking form be completed and turned in within 48 hours of the original incident date. Forms can downloaded from <https://www.littleleague.org> found under forms and publications. If your Safety Parent is there, he/she can assist you in getting the front of the form filled out. If necessary, an accident claim form can be found here: <https://www.littleleague.org/downloads/accident-claim-form/>.

**Note:** Little League insurance is a supplemental insurance to the insured's own insurance. There is a small deductible.

## FIRST AID KITS

Each team is provided with a league issued first aid kit. Each kit includes the following.

- (10) Adhesive sterile bandage
- (2) Extra-large adhesive sterile bandage
- (2) Non-adherent pads 2 x 3
- (2) Gauze pad 12-ply 3 x 3 sterile
- (1) Adhesive tape
- (2) Instant cold compress 4 x 4
- (3) Triple antibiotic ointment
- (3) Antiseptic towelette
- 1/8 oz. Burn Cream
- (1) Tweezers
- (3) Sting relief wipes

## Communicable Disease Procedures

1. Bleeding must be stopped, the open wound covered, and the uniform changed if there is blood on it before the athlete may continue.
2. Routinely use gloves to prevent mucous membrane exposure when contact with blood or other body fluids is anticipated (Provided in the first aid kit).
3. Immediately wash hands and other skin surfaces if contaminated with blood.
4. Clean all blood contaminated surfaces and equipment.

5. Managers, Coaches, and Volunteers with open wounds should refrain from all direct contact until the condition is resolved.
6. Follow accepted guidelines in the immediate control of bleeding and disposal when handling bloody dressings, mouth guards and other articles containing body fluids.

## Enforcement of Little League Rules

1. Review the little League Rules and local bylaws or interlock rules - follow them
2. Ensure players always have required and safe to use equipment
3. Coaches and managers should enforce rules at all games and practices
4. Coaches and managers are not allowed to catch/warm-up pitchers (Rule 3.09); this includes standing at the backstop during practice as an informal catcher for batting practice.
5. There are no on deck hitters in Majors or below

## Lightning Facts and Weather Procedures

### Consider the following facts:

- The average lightning strike is 6-8 miles long.
- The average thunderstorm is 6-10 miles wide and travels about 25 miles an hour.
- On average, thunder can only be heard over 3-4 miles, depending on humidity, terrain, and other factors. This means that by the time you hear the thunder, you are already in the risk area for lightning strikes.

**Rule of Thumb:** The ultimate truth about lightning is that it is unpredictable and cannot be prevented. Therefore, a manager or coach who feels threatened should contact the head umpire and recommend stopping play and clearing the field. In our league the umpire makes the decision as to whether play is stopped. Once play is stopped, take the kids to safety until play resumes or the game is called.

**Where to Go?** No place is safe from lightning threat, but some places are safer than others. Constructed buildings are usually the safest. Most people will find shelter in a fully enclosed metal vehicle with the windows rolled up. If you are stranded in an open area, put your feet together, crouch down and put your hands over your ears to prevent eardrum damage.

**Where not to go?** Avoid high places and open fields, isolated trees, unprotected gazebos, rain or picnic shelters, dugouts, flagpoles, light poles, bleachers, metal fences and water.

### First Aid for a Lightning Victim:

- Call 911 immediately.
- Typically, the lightning victim has similar symptoms as that of someone having a heart attack. Consider: will moving cause more injury. If the victim is in a high-risk area, determine if movement is necessary. Lightning does strike twice in the same place. If you are not at risk, and moving is a viable option, you should move the victim.
- If the victim is not breathing, start mouth to mouth resuscitation. If it is decided to move the victim, give a few quick breaths prior to moving the victim.
- Determine if the victim has a pulse. If no pulse is detected, start cardiac compressions as well.

NOTE: CPR should only be administered by a person knowledgeable and trained in the technique.

*Remember: Safety is everyone's job. Prevention is the key to reducing accidents to a minimum. Report all hazardous conditions to the Safety Officer or another Board Member immediately. Do not play on an unsafe field or with unsafe equipment. Check the teams' equipment prior to each use.*

## Submitting Player, Manager and Coach Data

Player, Manager, and Coach information will be submitted through the Little League Data Center at [www.littleleague.org](http://www.littleleague.org) by April 1, 2024, or two weeks following the draft. (Note: KLL utilizes the automatic upload capability, but should be verified to ensure no system errors occurred)

To meet requirement 15, Kent little league reviews and answers all applicable survey questions within the Little League Data Center annually during the charter process.