



# Sitka Little League

## Coaches Packet

# 2025

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### Included:

1. Welcome Letter
2. SLL Manager and Coaches Responsibilities Quick Reference Checklist
3. Coaches, Players and Parents Code of Conduct
4. Rules of Play
5. Skills Progression Sheet
6. Little League Insurance accident form and information
7. SLL Game cancellation policy

Dear Coaches,

2025

Welcome to Sitka Little League and thank you so much for volunteering! You are a vital part of our organization, and we appreciate you. The following is a run-down of information that will help us all make a great season for all the kids.

- **Background Checks:** If you have received an email regarding your background application PLEASE RESPOND TO IT IMMEDIATELY. If you have not received an email, PLEASE CONTACT **Jenn Steinson right away 907-738-4013**.
- **Abuse Awareness Training** on the Little League International website is MANDATORY this season. Please reach out to **Jenn Steinson 907-738-4013** for more information or questions.
- **Please contact** your team as soon as you get your roster. Start a group text or email to communicate with all the parents on your team to give them schedules, team info, expectations, etc...
- **FOR MINORS, MAJORS and JUNIORS:** Please designate or recruit a team parent for your team to help you fill in the volunteer schedules for scorekeeping and working in the concessions stands. Each game needs two volunteers from each team; one from each team keeping score and one from each team working the concession stand.
- **Practice schedules** are structured by the League, like game schedules are done. **\*\*\*The schedules are sent to all the families, reminders are sent out to families prior to practices and games and the schedules are published on our website so it's important to stick to your schedule!** Also, you can't move your days and times around without a ripple effect on other teams, so again, please stick to the schedules as best you can. Field times slots are full.

**\*\*\*NOTE: For the next six weeks BMS youth soccer will be at Vilandre**

**Field 3:30-4:45pm on Tuesdays and 2:30-4pm Fridays, weather permitting.**

- **Concessions:** All parents should plan on working in the concessions stands a couple times throughout the season. Your team parent will be in charge of filling those slots, as well as the scorekeeping slots. A Sign-Up Genius will be created this coming week to keep those sign up organized. We also need a parent from each division to be in charge of the concessions stand at the field you play on. **Please CONTACT Rebekah Carley 738-0283** to volunteer.
- **OPENING DAY is Saturday April 19<sup>th</sup> at 10 AM at Moller Park.** Please be at the field by 9:15 to get your Coaches Packet and then set up on the field under your team sign so your players know where to go. After the Opening Ceremonies (2pm) Jr/Sr BB will play at Moller Majors BB will play at Vilandre at 4pm.
- **UNIFORMS:** Heather Branch will be available to hand out uniforms on THURSDAY Aril 17 at Vilandre Field. **Heather Branch 907-315-4668**. Baseball players get a jersey shirt and a hat, softball players get a jersey shirt and socks. Parents are responsible for footwear, pants and whatever else is needed. If you have a player who doesn't have cleats, mitt, glove, pants please check out the Gear Swap tables on Opening Day.
- Coaches will receive a Coach's Packet with things like our Rules of Play, Game Cancellation/Weather policies, Tournament dates, Board contact info, and other information. If you didn't receive one, please let us know. **Please review and use the Rules of Play as a guide; it's important that we are all following the rules to be compliant with LL International and our insurance policies.**



- **GEAR:** Minors, Majors, Juniors teams keep a gear bag with balls, bats, helmets, line up cards, score book and catchers gear. This is your gear for the season, please feel free to keep it with you (you'll want it for batting cage practice) and return it at the end of the season. AAA and Tball gear is kept in the BB shed at Keet Fields.
- **Keet North** is Baseball and the field and shed are shared between AAA and Tball.
- **Keet South** is Softball and the field and shed are shared between AAA and Minors/Majors SB.
- **Vilandre** is Baseball and field and shed are shared between Minors and Majors.
- **Moller** is Baseball and the field is shared with SLL, SHS Baseball and Softball.
- **Kimsham** is Softball and is shared with SHS Softball and Adult Softball. Please keep your softball gear bags with you as that shed is shared with many teams and turns into a disaster quickly!
- Grooming, chalking and preparing the fields for games is the responsibility of the two teams playing.
- **Umpires:** Our Bylaws state that games in Majors and above will have umpires. Minors and below rely on parents to step in and help with umpiring. Try to avoid coaches umpiring games as it takes away from the games and the kids. We do try to provide umpires for the minor's games as much as possible, but often there aren't enough umpires to go around.
- **ALL Stars:** In your packet is an information sheet about All Stars. The All-Stars commitment letters will go out in May and voting will take place at the end of each division season. If you have any questions, please contact **Karen 907-738-6603** or **Tiffany 907-232-7035**. Some divisions may not have All Stars, it depends on the interest from the initial commitment letter.
- **Fundraising Event: The 2025 Hit-A-Thon will be JUNE 7!** As soon as that information goes out please build up excitement within your team to get full participation so we have a successful event. It's a fun day planned for Saturday June 7<sup>th</sup> at Moller Field.
- **Team Photos: Team photo days will May 2 and 3.** For more information please contact **Megan Vinson 916-303-3210**.
- **Pictures:** We'd love to see pictures of your team! Please feel free to add photos of your team from practices and games to our Facebook page or email to [sitkalittleleague@gmail.com](mailto:sitkalittleleague@gmail.com) or text to Karen 907-738-6603 or Savannah 805-698-3014.

Thank you again for volunteering, we're all busy and we really appreciate you making the time to make our program great. We are looking forward to a fun season! We are here to help, please reach out to report any issues or address any questions or concerns.



## Sitka Little League Managers/Coaches Responsibilities Quick Reference Checklist

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### 1. Adhere to Sitka LL Guidelines (Philosophy and Objectives)

Managers and Coaches are critical to the success of this program. It is very important you ensure that all children who participate have fun, enjoy the game, have an opportunity to learn the game, have the opportunity to play, compete and win.

### 2. Must Be A Leader

Managers and Coaches must be leaders. Understand that you hold a position of trust and responsibility in a program that deals with sensitive and formative period of a child's development, whether the child is aged five or fifteen. It is required that you have an understanding, patience and the capacity to work with children. You should be able to inspire respect. Above all, you must realize you are helping to shape the physical, mental and emotional development of young people. You are more than just a coach. Knowledge of the game is essential but it is even more important to understand you will have a significant influence on your players. Children often idolize their managers and coaches not because you are successful but because you are a source of inspiration.

### 3. Conduct Must Be Above Reproach at All Times

Remember, you are representing Sitka LL to the entire community as well as to Williamsport Little League Baseball, Inc. At no time will criticism of umpires and/or league officials or profanity be permitted. **Sitka LL has adopted a zero tolerance policy towards inappropriate behavior and corrective actions will be taken immediately to resolve any issues.** Do not rant and rave at players. Players will always respond if you point out their mistakes in a calm and friendly way. Players will respect you more if you provide ideas and instruction in a friendly manner. **The Manager and Coaches are responsible for controlling themselves, their players and the players parents regarding inappropriate behavior AT ALL TIMES.**

### 4. Keep Your Cool at All Times And Be a Model of Good Sportsmanship

Keep your cool at all times. Little League is a game for children. We do not need adults acting like children. Keep your perspective when your best (or worst) player loses a game or when an umpire's call goes against your team at a critical time. There will be other days and other opportunities. Keep winning in perspective. Flying off the handle at games or straining relations with players, parents and league officials creates a difficult situation for the players. Again, Little League is supposed to be a fun experience for the players. Instill the spirit of good sportsmanship.

### 5. Conduct A Mandatory Parents Meeting Prior to the Start of Season

**This is MANDATORY and very important.** Get off on the right foot with all the player's parents by meeting with them to communicate and explain how things will progress for your team. Request parent volunteers for required team assignments (team parent, team safety coordinator, scorekeeping, scoreboard and concessions). All positions shall be assigned prior to first game.





## Sitka Little League Managers/Coaches Responsibilities Quick Reference Checklist

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### 6. Know the Rules (LL Rulebook & Sitka LL Local Rules)

Managers and Coaches must know all LL rules (as identified in the LL Rulebook) as well as any local rules that apply to their division. Copies of both the LL Rulebook and Sitka LL Local Rules should be carried to each game and used as a reference point to resolve any questions or issues that may occur during a game.

### 7. Keep Entire Backstop Area Clear

Managers and Coaches are responsible to keep the entire backstop area clear of any people or equipment at all fields. This can only lead to potential issues during the game.

### 8. Control the Dugout

Only three (3) Sitka LL approved adults (1 Manager and 2 Coaches) are allowed in the dugout. **This is MANDATORY.** Managers and Coaches are also responsible to keep their players in a controlled and sportsmanlike manner in the dugout and playing area at all times.

### 9. No On-Deck Batter Permitted At Any Time

As per Little League Headquarters (Williamsport, PA.), there is no on-deck batter allowed at any time. Specifically, a player may not place a bat in their hands until they walk to the plate to take their turn at bat during the game. **This is MANDATORY.** Managers and Coaches are required to enforce this rule at all times. This can lead to serious safety issues as well as the risk of losing our SLL Charters.

### 10. Reinforce Good Sportsmanship To Your Team

Managers and Coaches are responsible to reinforce good sportsmanship with their teams at all times, instilling in their players the "Character, Courage and Loyalty" principles of Little League. This is a valuable lesson for everyone to carry with them through life.

### 11. Keep Good Records & Carry Medical Forms

Managers and Coaches are responsible to keep good records and track activities of all their games throughout the season as well as keeping a hardcopy of a completed medical form for each player. This medical form must be carried and available at each game in case of emergency. Keeping good records defuses any potential parent/manager unfriendly situation.

### 12. Responsibility For All Your Players

Managers and Coaches are responsible to ensure that all players are accounted for (i.e.: picked up after practices and game) and are not left unattended at any time. Reinforce accountability with all parents on their responsibility to you and to SLL.



## Sitka Little League Managers/Coaches Responsibilities Quick Reference Checklist

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### **13. Bring Ice to Every Game**

Managers and Coaches are responsible to ensure that ice is brought to every game, or confirm that ice packs are in the first aid kits. Assign a parent on the team and make them a "Team Safety Coordinator" in which one of the responsibilities is to bring ice, cell phone, etc.

### **14. Contact Your Division VP for Any Issues or Questions**

If you have any issues or questions during the season, contact your SLL Division VP for assistance.



## Sitka Little League Team Volunteer List

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**This is a suggested list of Volunteers to help each Manager more effectively manage the season.**

1. Team Parent: \_\_\_\_\_  
Help coordinate volunteers and non-coaching functions like uniform issue, parent communications, etc.
2. Scorekeepers: \_\_\_\_\_  
Need to be trained on keeping an accurate scorebook either on paper or in the Gamechanger App. Have 2-3 parents trained is recommended.
3. Pitch Counters: \_\_\_\_\_  
Need to keep & record accurate pitch counts for minors, majors and juniors. Does not need much training, and can be assigned at the game if desired.
4. Concessions: Concession duties should be assigned to every player's family per the concession schedule. League may allow buy outs. Suggest assigning a player to every concession requirement and allowing parents to swap around if dates do not work. Suggest Team Parent organize this.
5. Field preparation: fields need to be prepared prior to every game per local rules. Parent volunteers can allow the coaches to focus on pregame preparation of team if parents take care of field prep. Suggest showing a few parents the requirements at the beginning of the season and letting them take charge. (drag & line field; repair mound, batters box & base areas; ensure trash and extra baseballs/equipment is removed from field; identify any holes in fence, keep backstop area clear; etc).





## Sitka Little League: Code of Conduct

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### Managers and Coaches Code of Conduct:

Managers and coaches shall remain unconditionally supportive of the Organization's commitment to the ideals of good sportsmanship, team play, honesty, loyalty, courage and respect for authority. Likewise, managers and coaches shall remain sensitive to the physical and emotional well-being of the players on his/her team. In order to adhere to these doctrines, the managers and coaches agree as follows:

- Managers/Coaches will be positive role models
- Managers/Coaches will display and instill in their players the principals of good sportsmanship and team play.
- Managers and Coaches will conduct themselves in a manner that best serves the interests of the players.
- Managers/Coaches will do their best to provide the players a positive experience.
- Managers/Coaches will ensure that winning and/or losing teams do so in a manner, which exhibits respect and good sportsmanship.
- Managers/Coaches will treat all players, parents, spectators, opposing coaches, umpires and league officials with respect.
- Managers/Coaches will provide instruction in a manner that is constructive and supportive.
- Managers/Coaches will not ridicule or demean players, other coaches, or umpires or league officials.
- Managers/Coaches will not tolerate behavior that endangers the health or well-being of a child.
- Managers/Coaches will comply with the decisions of league officials and observe all rules, policy and procedures as established and/or endorsed by SLL.
- Managers/Coaches will teach the game of baseball/softball to the best of their ability.
- Managers/Coaches will be drug and alcohol free while at any SLL athletic event.
- Managers/Coaches will not use any tobacco products in the dugout or on any playing field.
- Managers/Coaches acknowledge the need to demonstrate fundamental proficiency with respect to the game of baseball/softball and first aid.

*Consequently, all managers and coaches agree to attend, any skills sessions that may be required by the Board of Directors and moreover, any first aid courses that may be mandated by the Board.*





## Sitka Little League: Code of Conduct

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### Parents and Spectators Code of Conduct:

The Parent and Spectator shall support the players, managers, coaches, umpires and league officials. Parents and Spectators shall not "coach" or "officiate" from the bleachers or fence areas.

- Parents and Spectators will be positive role models.
- Parents and Spectators will display and instill in all players, the principals of good sportsmanship and team play.
- Parents and Spectators will conduct themselves in a manner that best serves the interests of the players.
- Parents and Spectators will provide the players with a positive experience.
- Parents will make certain that their children show respect for all other players, managers/coaches/ games officials, league officials and spectators.
- Parents and Spectators will not ridicule, taunt, humiliate or demean players, coaches, umpires or SLL officials.
- Parents will inform the coach of any disability or ailment that may affect the safety of their child.
- Parents and Spectators will treat all players, managers/coaches, umpires and league officials fairly and with respect.
- Parents and Spectators will comply with the decisions of league officials and observe all rules, policy and procedures as established and/or endorsed by SLL and SLL Board of Directors.
- Parents and Spectators shall not question an umpire's call.
- Parents and Spectators will respect the opponent and avoid any confrontation with opposing players, spectators, or managers/coaches.
- Parents and Spectators will be drug and alcohol free while at the field and/or any other SLL sponsored athletic event.



## Sitka Little League: Code of Conduct

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### Players Code of Conduct:

#### Players Shall:

- Display good sportsmanship and team play at all times.
- Follow the direction of their coaching staff
- Respect all managers, coaches, players, league officials, umpires and spectators.
- Make every attempt to be on time and ready to play for all games and practices.

#### Players shall not:

- Use abusive or profane language at any SLL event, including games and practices.
- Taunt or humiliate or demean any other player.
- Question an umpire's call.
- Abuse, mistreat or mishandle any SLL equipment or property (EX: throwing batting helmets, bats, gear, etc...)



# Sitka Little League Rules of Play

Player Ages	T-Ball		Minors - Machine and/or Coach Pitch		Minors - Player Pitch		Majors		Juniors / Seniors	
	Baseball	Softball	Baseball	Softball	Baseball Majors	Softball Majors	Baseball Juniors	Softball Juniors		
<b>Player Ages</b>	6 to 9	6 to 9	6 to 9	9 to 11	9 to 12	9 to 12	13 and up	13 and up		
<b># of Innings</b>	4 (no minimum game requirement)	4 (no minimum game requirement)	6 (4 minimum to count as a game)	6 (4 minimum to count as a game)	6 (4 minimum to count as a game)	6 (4 minimum to count as a game)	7 (5 minimum to count as a game)	7 (5 minimum to count as a game)		
<b>End of Inning</b>	3 outs or 5 runs scored*	3 outs or 5 runs scored*	3 outs or 5 runs scored*	3 outs or 5 runs scored*	3 outs	3 outs	3 outs	3 outs		
<b># of Fielders</b>	10 players (4 true outfielders; no rover)	10 players	9 players	9 or 10 players	9 players	9 players	9 players	9 or 10 players		
<b>Minimum Play - Every rostered player present at the start of the game.</b>	Equal playing time for all players. Two (2) defensive innings must be played at an infield position. Continuous batting order.	Equal playing time for all players. Two (2) defensive innings must be played at an infield position. Continuous batting order.	6 defensive outs, limiting ending with 5 runs scored = 3 defensive outs. Continuous batting order.	6 defensive outs, limiting ending with 5 runs scored = 3 defensive outs. Continuous batting order.	6 defensive outs, continuous batting order	6 defensive outs, continuous batting order	6 defensive outs, continuous batting order	6 defensive outs, continuous batting order		
<b>Pitcher</b>	Machine/Coach pitches to own team. Limit of 7 pitches/batter. No walks or hit-by-pitch. Swinging strike outs apply.	Machine/Coach pitches to own team. Limit of 7 pitches/batter. No walks or hit-by-pitch. Swinging strike outs apply.	Kid pitches to opposing team. Standard balls and strikes including walks, hit-by-pitch, and strike-outs. [Machine/Coach pitch if team runs out of pitchers: AAA pitcher rules would then apply.]	Kid pitches to opposing team. Standard balls and strikes including walks, hit-by-pitch, and strike-outs. [Machine/Coach pitch if team runs out of pitchers: AAA pitcher rules would then apply.]	Kid pitches to opposing team. Standard balls and strikes including walks, hit-by-pitch, and strike-outs.	Kid pitches to opposing team. Standard balls and strikes including walks, hit-by-pitch, and strike-outs.	Kid pitches to opposing team. Standard balls and strikes including walks, hit-by-pitch, and strike-outs.	Kid pitches to opposing team. Standard balls and strikes including walks, hit-by-pitch, and strike-outs.		
<b>Pitch Count</b>	NA	NA	Pitch count rules apply. Sheets signed by both managers after each game and sheets kept in shed.	NA	Pitch count rules apply. Sheets signed by both managers after each game and sheets kept in booth.	Pitch count rules apply. Sheets signed by both managers after each game and sheets kept in booth.	Pitch count rules apply. Sheets signed by both managers after each game and sheets kept in booth.	NA		
<b>Baserunning</b>	No steals. Runners stop once the ball has been returned to the infield. Runners may circle the bases on last batter.	No steals. Runners stop once the ball has been returned to the infield.	Stolen allowed. Defense is responsible for stopping baserunners progress.	Stolen allowed. Defense is responsible for stopping baserunners progress.	Stolen allowed. Defense is responsible for stopping baserunners progress. Dropped 3rd strike rule implemented at this level.	Stolen allowed. Defense is responsible for stopping baserunners progress. Dropped 3rd strike rule implemented at this level.	Stolen allowed. Defense is responsible for stopping baserunners progress.	Stolen allowed. Defense is responsible for stopping baserunners progress.		
<b>Advanced Baserunning</b>	No bases may be taken on an overthrow.	One base is awarded on any overthrow.	Runner advances at own risk once the ball reaches the batter.	Runner advances at own risk once the ball reaches the batter.	Runner advances at own risk once the ball reaches the batter.	Runner advances at own risk once the ball reaches the batter.	Runner advances at own risk once the ball leaves the pitchers hand.	Runner advances at own risk once the ball leaves the pitchers hand.		
<b>Batting</b>	Bunting is not allowed. No on deck batter.	Bunting is not allowed. No on deck batter. Batter must keep one foot in box, except for when a play is at home or time out called.	Bunting is not allowed. No on deck batter. Batter must keep one foot in box, except for when a play is at home or time out called.	Bunting is not allowed. No on deck batter. Batter must keep one foot in box, except for when a play is at home or time out called.	Bunting is allowed.	Bunting is allowed.	Bunting is allowed.	Bunting is allowed.		
<b>Scoring</b>	Scores will not be kept	5 run limit per inning*.	5 run limit per inning*. 10-run mercy rule after the 4th inning.	5 run limit per inning*. 10-run mercy rule after the 4th inning.	No run limit per inning. 10-run mercy rule after the 4th inning.	No run limit per inning. 10-run mercy rule after the 4th inning.	10-run mercy rule after the 6th inning.	10-run mercy rule after the 6th inning.		
<b>Time Limit</b>	No new inning after 60 minutes.	No new inning after 90 minutes.	No new inning after 2 hours	No new inning after 2 hours	No new inning after 2.5 hours	No new inning after 2.5 hours	No new inning after 2.5 hours	No new inning after 2 hours		
<b>Umpire</b>	Home team provide parent umpire for plate and visiting team provide umpire for field.	Home team provide parent umpire for plate and visiting team provide umpire for field.	Home team provide parent umpire for plate and visiting team provide umpire for field.	Home team provide parent umpire for plate and visiting team provide umpire for field.	League will provide one adult umpire for plate. A second field umpire is desired.	League will provide one adult umpire for plate. A second field umpire is desired.	League will provide one adult umpire for plate. A second field umpire is desired.	League will provide one adult umpire for plate. A second field umpire is desired.		

\* There is no 5 run limit for the last inning of the game, last inning needs to be declared by umpire prior to beginning of the inning if other than full game.

\*\* This rule is in place for half the season or until all managers, league vp and player agent determine a discontinue date.



## Sitka Little League Skills Progression

	T-ball	AAA Minors (coach pitch)	Minors	Majors	Juniors
Pick off plays at various bases Pitching from the stretch Getting back to base on pick-off Taking a lead Execute a pick-off play What the balk rule is					
Understand interference Proper catcher's skills Secondary lead Execute a run-down Proper bunting technique Infield rotation on bund Execute a crow hop How to throw a change-up To run on missed 3rd strike Infield fly rule Proper barehand technique					
Anticipate the hop Who has right of way on fly balls Execute a double play Sliding The numbers of positions Proper way to get out of the way of a pitch Proper pitching mechanics Not to swing "around the ball" Proper ground ball technique Ball grips					
When the pitcher is ready, every fielder's job is to think Proper throwing mechanics on-deck batter gets bat Proper batting stance and hitting firmly Execute a cut-off play Tag up rule How to cover bases on non-force play How to cover first base The force lay Infielders out of baseline unless in play (obstruction) Rounding first base Get body under fly before opening glove					
Not to throw bat in box Run through 1st base Alligator hands Introduce swing					



# LITTLE LEAGUE® BASEBALL AND SOFTBALL ACCIDENT NOTIFICATION FORM INSTRUCTIONS

**Send Completed Form To:**  
 Little League® International  
 539 US Route 15 Hwy, PO Box 3485  
 Williamsport PA 17701-0485  
**Accident Claim Contact Numbers:**  
 Phone: 570-327-1674 Fax: 570-326-9280

Accident & Health (U.S.)

1. This form must be completed by parents (if claimant is under 19 years of age) and a league official and forwarded to Little League Headquarters within 20 days after the accident. A photocopy of this form should be made and kept by the claimant/parent. Initial medical/dental treatment must be rendered within 30 days of the Little League accident.
2. Itemized bills including description of service, date of service, procedure and diagnosis codes for medical services/supplies and/or other documentation related to claim for benefits are to be provided within 90 days after the accident date. In no event shall such proof be furnished later than 12 months from the date the medical expense was incurred.
3. When other insurance is present, parents or claimant must forward copies of the Explanation of Benefits or Notice/Letter of Denial for each charge directly to Little League Headquarters, even if the charges do not exceed the deductible of the primary insurance program.
4. Policy provides benefits for eligible medical expenses incurred within 52 weeks of the accident, subject to Excess Coverage and Exclusion provisions of the plan.
5. **Limited** deferred medical/dental benefits may be available for necessary treatment incurred after 52 weeks. Refer to insurance brochure provided to the league president, or contact Little League Headquarters within the year of injury.
6. Accident Claim Form must be fully completed - including Social Security Number (SSN) - for processing.

League Name		League I.D.	
Name of Injured Person/Claimant		SSN	PART 1
Date of Birth (MM/DD/YY)		Age	Sex
		<input type="checkbox"/> Female <input type="checkbox"/> Male	
Name of Parent/Guardian, if Claimant is a Minor		Home Phone (Inc. Area Code)	Bus. Phone (Inc. Area Code)
		( )	( )
Address of Claimant		Address of Parent/Guardian, if different	

The Little League Master Accident Policy provides benefits in **excess** of benefits from other insurance programs subject to a \$50 deductible per injury. "Other insurance programs" include family's personal insurance, student insurance through a school or insurance through an employer for employees and family members. Please CHECK the appropriate boxes below. If YES, follow instruction 3 above.

Does the insured Person/Parent/Guardian have any insurance through:

Employer Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	School Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No
Individual Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	Dental Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No

Date of Accident	Time of Accident	Type of Injury
	<input type="checkbox"/> AM <input type="checkbox"/> PM	

Describe exactly how accident happened, including playing position at the time of accident:

Check all applicable responses in **each** column:

<input type="checkbox"/> BASEBALL	<input type="checkbox"/> CHALLENGER (4-18)	<input type="checkbox"/> PLAYER	<input type="checkbox"/> TRYOUTS	<input type="checkbox"/> SPECIAL EVENT (NOT GAMES)
<input type="checkbox"/> SOFTBALL	<input type="checkbox"/> T-BALL (4-7)	<input type="checkbox"/> MANAGER, COACH	<input type="checkbox"/> PRACTICE	<input type="checkbox"/> SPECIAL GAME(S)
<input type="checkbox"/> CHALLENGER	<input type="checkbox"/> MINOR (6-12)	<input type="checkbox"/> VOLUNTEER UMPIRE	<input type="checkbox"/> SCHEDULED GAME	(Submit a copy of your approval from Little League Incorporated)
<input type="checkbox"/> TAD (2ND SEASON)	<input type="checkbox"/> LITTLE LEAGUE(9-12)	<input type="checkbox"/> PLAYER AGENT	<input type="checkbox"/> TRAVEL TO	
	<input type="checkbox"/> INTERMEDIATE (50/70) (11-13)	<input type="checkbox"/> OFFICIAL SCOREKEEPER	<input type="checkbox"/> TRAVEL FROM	
	<input type="checkbox"/> JUNIOR (12-14)	<input type="checkbox"/> SAFETY OFFICER	<input type="checkbox"/> TOURNAMENT	
	<input type="checkbox"/> SENIOR (13-16)	<input type="checkbox"/> VOLUNTEER WORKER	<input type="checkbox"/> OTHER (Describe)	
	<input type="checkbox"/> BIG (14-18)			

I hereby certify that I have read the answers to all parts of this form and to the best of my knowledge and belief the information contained is complete and correct as herein given.

I understand that it is a crime for any person to intentionally attempt to defraud or knowingly facilitate a fraud against an insurer by submitting an application or filing a claim containing a false or deceptive statement(s). See Remarks section on reverse side of form.

I hereby authorize any physician, hospital or other medically related facility, insurance company or other organization, institution or person that has any records or knowledge of me, and/or the above named claimant, or our health, to disclose, whenever requested to do so by Little League and/or National Union Fire Insurance Company of Pittsburgh, Pa. A photostatic copy of this authorization shall be considered as effective and valid as the original.

Date	Claimant/Parent/Guardian Signature (In a two parent household, both parents must sign this form.)
Date	Claimant/Parent/Guardian Signature



**For Residents of California:**

Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

**For Residents of New York:**

Any person who knowingly and with the intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

**For Residents of Pennsylvania:**

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

**For Residents of All Other States:**

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**PART 2 - LEAGUE STATEMENT (Other than Parent or Claimant)**

Name of League	Name of Injured Person/Claimant	League I.D. Number
Name of League Official	Position in League	
Address of League Official	Telephone Numbers (Inc. Area Codes) Residence: (    ) Business: (    ) Fax: (    )	

Were you a witness to the accident?    Yes    No  
Provide names and addresses of any known witnesses to the reported accident.

Check the boxes for all appropriate items below. At least one item in each column must be selected.

POSITION WHEN INJURED	INJURY	PART OF BODY	CAUSE OF INJURY
<input type="checkbox"/> 01 1ST	<input type="checkbox"/> 01 ABRASION	<input type="checkbox"/> 01 ABDOMEN	<input type="checkbox"/> 01 BATTED BALL
<input type="checkbox"/> 02 2ND	<input type="checkbox"/> 02 BITES	<input type="checkbox"/> 02 ANKLE	<input type="checkbox"/> 02 BATTING
<input type="checkbox"/> 03 3RD	<input type="checkbox"/> 03 CONCUSSION	<input type="checkbox"/> 03 ARM	<input type="checkbox"/> 03 CATCHING
<input type="checkbox"/> 04 BATTER	<input type="checkbox"/> 04 CONTUSION	<input type="checkbox"/> 04 BACK	<input type="checkbox"/> 04 COLLIDING
<input type="checkbox"/> 05 BENCH	<input type="checkbox"/> 05 DENTAL	<input type="checkbox"/> 05 CHEST	<input type="checkbox"/> 05 COLLIDING WITH FENCE
<input type="checkbox"/> 06 BULLPEN	<input type="checkbox"/> 06 DISLOCATION	<input type="checkbox"/> 06 EAR	<input type="checkbox"/> 06 FALLING
<input type="checkbox"/> 07 CATCHER	<input type="checkbox"/> 07 DISMEMBERMENT	<input type="checkbox"/> 07 ELBOW	<input type="checkbox"/> 07 HIT BY BAT
<input type="checkbox"/> 08 COACH	<input type="checkbox"/> 08 EPIPHYSES	<input type="checkbox"/> 08 EYE	<input type="checkbox"/> 08 HORSEPLAY
<input type="checkbox"/> 09 COACHING BOX	<input type="checkbox"/> 09 FATALITY	<input type="checkbox"/> 09 FACE	<input type="checkbox"/> 09 PITCHED BALL
<input type="checkbox"/> 10 DUGOUT	<input type="checkbox"/> 10 FRACTURE	<input type="checkbox"/> 10 FATALITY	<input type="checkbox"/> 10 RUNNING
<input type="checkbox"/> 11 MANAGER	<input type="checkbox"/> 11 HEMATOMA	<input type="checkbox"/> 11 FOOT	<input type="checkbox"/> 11 SHARP OBJECT
<input type="checkbox"/> 12 ON DECK	<input type="checkbox"/> 12 HEMORRHAGE	<input type="checkbox"/> 12 HAND	<input type="checkbox"/> 12 SLIDING
<input type="checkbox"/> 13 OUTFIELD	<input type="checkbox"/> 13 LACERATION	<input type="checkbox"/> 13 HEAD	<input type="checkbox"/> 13 TAGGING
<input type="checkbox"/> 14 PITCHER	<input type="checkbox"/> 14 PUNCTURE	<input type="checkbox"/> 14 HIP	<input type="checkbox"/> 14 THROWING
<input type="checkbox"/> 15 RUNNER	<input type="checkbox"/> 15 RUPTURE	<input type="checkbox"/> 15 KNEE	<input type="checkbox"/> 15 THROWN BALL
<input type="checkbox"/> 16 SCOREKEEPER	<input type="checkbox"/> 16 SPRAIN	<input type="checkbox"/> 16 LEG	<input type="checkbox"/> 16 OTHER
<input type="checkbox"/> 17 SHORTSTOP	<input type="checkbox"/> 17 SUNSTROKE	<input type="checkbox"/> 17 LIPS	<input type="checkbox"/> 17 UNKNOWN
<input type="checkbox"/> 18 TO/FROM GAME	<input type="checkbox"/> 18 OTHER	<input type="checkbox"/> 18 MOUTH	
<input type="checkbox"/> 19 UMPIRE	<input type="checkbox"/> 19 UNKNOWN	<input type="checkbox"/> 19 NECK	
<input type="checkbox"/> 20 OTHER	<input type="checkbox"/> 20 PARALYSIS/ PARAPLEGIC	<input type="checkbox"/> 20 NOSE	
<input type="checkbox"/> 21 UNKNOWN		<input type="checkbox"/> 21 SHOULDER	
<input type="checkbox"/> 22 WARMING UP		<input type="checkbox"/> 22 SIDE	
		<input type="checkbox"/> 23 TEETH	
		<input type="checkbox"/> 24 TESTICLE	
		<input type="checkbox"/> 25 WRIST	
		<input type="checkbox"/> 26 UNKNOWN	
		<input type="checkbox"/> 27 FINGER	

Does your league use batting helmets with attached face guards?    YES    NO  
If YES, are they    Mandatory    or    Optional    At what levels are they used?

I hereby certify that the above named claimant was injured while covered by the Little League Baseball Accident Insurance Policy at the time of the reported accident. I also certify that the information contained in the Claimant's Notification is true and correct as stated, to the best of my knowledge.

Date	League Official Signature
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## Little League® Baseball & Softball CLAIM FORM INSTRUCTIONS



**WARNING** — It is important that parents/guardians and players note that: *Protective equipment cannot prevent all injuries a player might receive while participating in baseball/softball.*

To expedite league personnel's reporting of injuries, we have prepared guidelines to use as a checklist in completing reports. It will save time -- and speed your payment of claims.

The National Union Fire Insurance Company of Pittsburgh, Pa. (NUFIC) Accident Master Policy acquired through Little League® contains an "Excess Coverage Provision" whereby all personal and/or group insurance shall be used first.

The Accident Claim Form must be fully completed, including a Social Security Number, for processing. To help explain insurance coverage to parents/guardians refer to *What Parents Should Know* on the internet that should be reproduced on your league's letterhead and distributed to parents/guardians of all participants at registration time.

If injuries occur, initially it is necessary to determine whether claimant's parents/guardians or the claimant has other insurance such as group, employer, Blue Cross and Blue Shield, etc., which pays benefits. (This information should be obtained at the time of registration prior to tryouts.) If such coverage is provided, the claim must be filed first with the primary company under which the parent/guardian or claimant is insured.

When filing a claim, all medical costs should be fully itemized and forwarded to Little League International. If no other insurance is in effect, a letter from the parent/guardian or claimant's employer explaining the lack of group or employer insurance should accompany the claim form.

The NUFIC Accident Policy is acquired by leagues, not parents, and provides comprehensive coverage at an affordable cost. Accident coverage is underwritten by National Union Fire Insurance Company of Pittsburgh, a Pennsylvania Insurance company, with its principal place of business at 175 Water Street, 18th Floor, New York, NY 10038. It is currently authorized to transact business in all states and the District of Columbia. NAIC Number 19445. This is a brief description of the coverage available under the policy. The policy will contain limitations, exclusions, and termination provisions. Full details of the coverage are contained in the Policy. If there are any conflicts between this document and the Policy, the Policy shall govern.

The current insurance rates would not be possible without your help in stressing safety programs at the local level. The ASAP manual, **League Safety Officer Program Kit**, is recommended for use by your Safety Officer.

## TREATMENT OF DENTAL INJURIES

Deferred Dental Treatment for claims or injuries occurring in 2002 and beyond: If the insured incurs injury to sound, natural teeth and necessary treatment requires that dental treatment for that injury must be postponed to a date more than 52 weeks after the date of the injury due to, but not limited to, the physiological changes occurring to an insured who is a growing child, we will pay the lesser of the maximum benefit of \$1,500.00 or the reasonable expense incurred for the deferred dental treatment. Reasonable expenses incurred for deferred dental treatment are only covered if they are incurred on or before the insured's 23rd birthday. Reasonable Expenses incurred for deferred root canal therapy are only covered if they are incurred within 104 weeks after the date the Injury is sustained.

## CHECKLIST FOR PREPARING CLAIM FORM

1. Print or type all information.
2. Complete all portions of the claim form before mailing to our office.
3. Be sure to include league name and league ID number.

### PART I - CLAIMANT, OR PARENT(S)/GUARDIAN(S), IF CLAIMANT IS A MINOR

1. The adult claimant or parent(s)/guardians(s) must sign this section, **if the claimant is a minor.**
2. Give the name and address of the injured person, along with the name and address of the parent(s)/guardian(s), if claimant is a minor.
3. Fill out all sections, including check marks in the appropriate boxes for all categories. **Do not leave any section blank. This will cause a delay in processing your claim and a copy of the claim form will be returned to you for completion.**
4. It is mandatory to forward information on other insurance. Without that information there will be a delay in processing your claim. If no insurance, written verification from each parent/spouse employer must be submitted.
5. Be certain all necessary papers are attached to the claim form. (See instruction 3.) Only itemized bills are acceptable.
6. On dental claims, it is necessary to submit charges to the major medical and dental insurance company of the claimant, or parent(s)/guardian(s) if claimant is a minor. "Accident-related treatment to whole, sound, natural teeth as a direct and independent result of an accident" must be stated on the form and bills. Please forward a copy of the insurance company's response to Little League International. Include the claimant's name, league ID, and year of the injury on the form.

### PART II - LEAGUE STATEMENT

1. This section must be filled out, signed and dated by the **league official.**
2. Fill out all sections, including check marks in the appropriate boxes for all categories. **Do not leave any section blank. This will cause a delay in processing your claim and a copy of the claim form will be returned to you for completion.**

**IMPORTANT:** Notification of a claim should be filed with Little League International within 20 days of the incident for the current season.





## Sitka Little League: 2025 Game Cancellation Due to Weather

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Sitka LL games will need to be played in foul weather in order to complete seasons and division tournaments on time. However, **player safety, having fun and quality of play** all need to be considered when playing in cold and wet conditions. Managers and coaches should emphasize **proper dress** for games, **proper warm ups**, and to be **prepared** for foul weather.

### **The following conditions should be addressed:**

1. **Precipitation:** How much of the game will be played in the rain or snow, and how heavy is the precipitation? Is player/umpire visibility a factor?
2. **Temperature:** Is the temperature expected to rise or fall throughout the game? Can players keep hands and feet warm enough to catch, throw and run safely? Can players stay warm enough to prevent injury?
3. **Wind:** Wind affects both player warmth and quality of play. When combined with low temperature and precipitation - may be a very significant factor in the safety and effectiveness of a game. Is the wind chill a factor? Is the wind affecting the path of the ball?
4. **Field Condition:** Are there hazards hidden by puddles; and is the surface safe for running and sliding?

### **Prior to commencing a game:**

If both managers would like to cancel IAW Rule 3.10 - they should contact their Division or League VP, and if unavailable the Player Agent or League President to discuss alternatives.

Alternatives include:

1. shortening the game to the minimum innings
2. delaying to await better weather, better prepare the field, dress players properly, etc.

### **Once the game commences:**

The umpire will decide whether or not to continue a game due to safety - usually due to weather or daylight. If a game does not complete the minimum required innings, it will be continued later or made up IAW Little League policy.