

# Fontana Community Little League



## 2022 SAFETY PLAN

For

Board Members, Managers, Coaches, and Volunteers

[www.FCLL.info](http://www.FCLL.info)



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## FCLL Safety Mission Statement

**Fontana Community Little League aims to provide a safe environment for youth players of all abilities to learn, develop and enjoy the sport of baseball / softball while emphasizing a positive experience and instilling the core values of discipline, teamwork, safety, respect and integrity.**

## Little League Pledge

I trust in God.

I love my country and will respect its laws.

I will play fair and strive to win.

But win or lose I will always do my best.

## Little League Parent / Volunteer Pledge

I will teach all children to play fair and their best.

I will positively support all managers, coaches and players.

I will respect the decisions of the umpires

I will praise a good effort despite the outcome of the game

## Publish and Distribute of Safety Plan

- This Safety plan can be found on our league's website at [www.FCLL.info](http://www.FCLL.info)
- Fontana Community Little League will distribute or e-mail a copy to all Managers, Coaches and Volunteers beginning of our season. Each Manager, Coach, and Volunteer shall review the safety plan.
- The safety plan is carried by the Board Member on Duty at every game.
- The safety plan is available at the snack bar.
- A copy will be sent to DA or District Safety Officer for review.

## Fontana Community Little League Safety Officer:

- **Garrett Salgado** is on file with Little League Headquarters.

League Player Roster, Coach, and Manager data will be submitted via the Little League Data center at [www.LittleLeague.org](http://www.LittleLeague.org) This is a requirement for an approved ASAP plan. ( A Safety Awareness Program).



## **Emergency Phone Numbers**

***Dial 911***



### **Non- Emergency phone numbers:**

Fontana Police (909) 350-7700

San Bernardino County Fire (909) 829-4441

Fontana Public Works (909) 350-6760

Park Maintenance Hotline (909) 428-7275

### **Local Hospital Non-Emergency phone numbers:**

Kaiser Permanente Fontana Med. Center (909) 427-5000

San Antonio Regional Hospital (909) 985-2811

Arrowhead Regional Hospital (909) 580-1000

### **Fontana Community Little League:**

Safety Officer - Garrett Salgado: (626) 625-4350

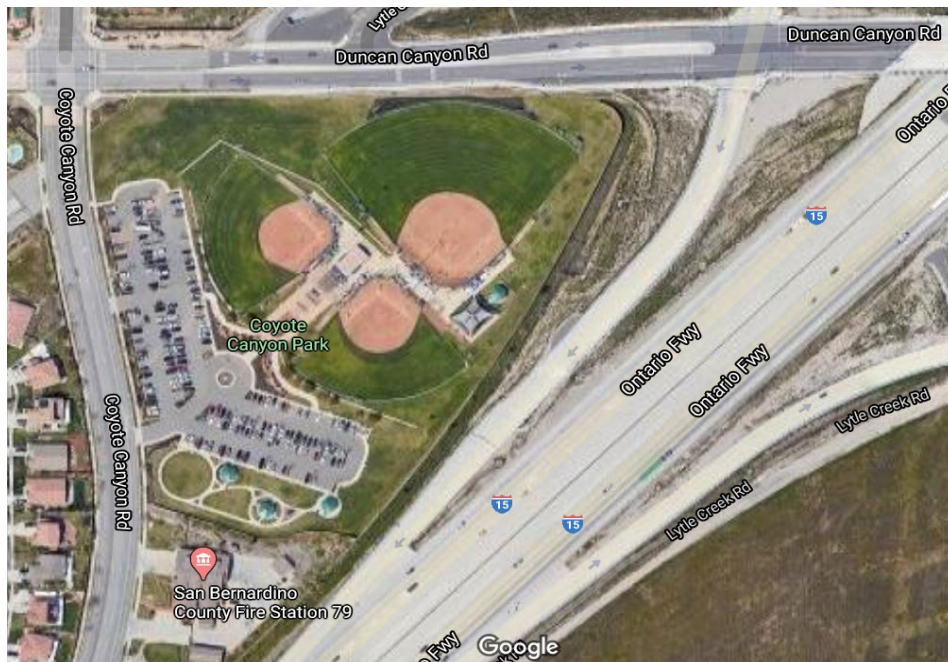
President – Carissa Percival: (909) 714-34921

Snack Bar Coordinator – Chris Avila (909) 532-9033

- **Additional Board member contacts are available at [www.fcfl.info](http://www.fcfl.info)**
- **Coaches and Parents are encouraged to use the city of Fontana's phone App to report park maintenance issues.**

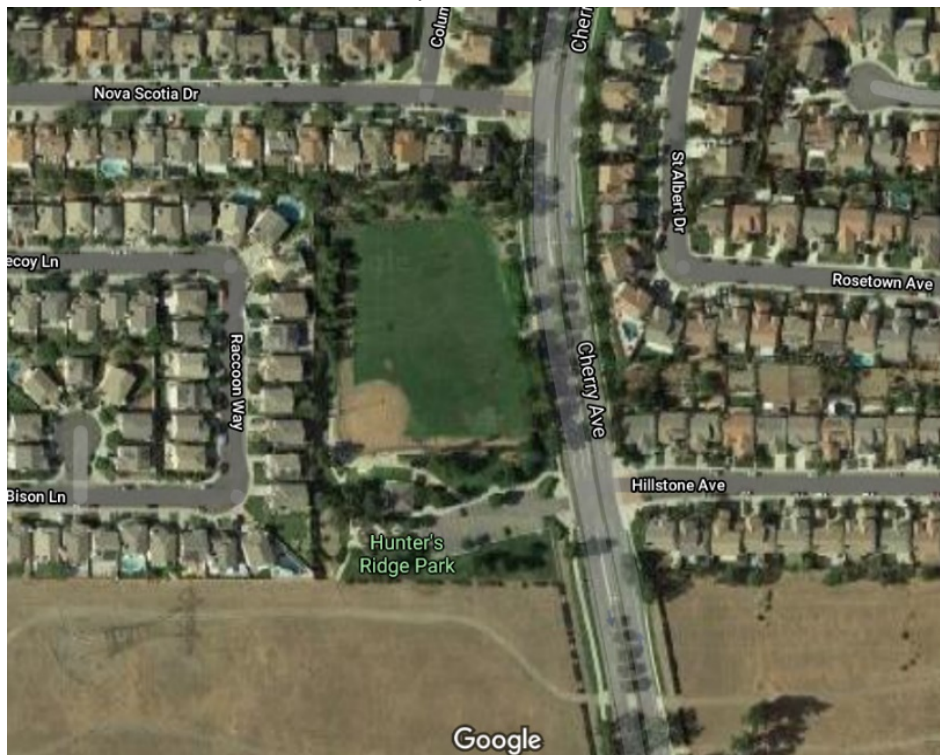
## Map of Coyote Canyon Park

5065 Coyote Canyon RD. Fontana 92336



## Map of Hunters Ridge Park

5072 Cherry Av. Fontana 92336



## *Board Member Safety Responsibilities*

### **The President:**

- Conduct the affairs of the Local League and execute the policies established by the Board of Directors.
- Be responsible for the conduct of the Local League in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of charter issued to the Local League by that organization.
- Investigate complaints, irregularities and conditions detrimental to the Local League through the Disciplinary Committee and report thereon to the Board as circumstances warrant.
- With the assistance of the Player Agent, examine the application and support proof-of age documents of every player candidate and certify to residence and age eligibility before the player may be accepted for tryouts and selection.
- Coordinate and establish Manager/Coaches clinics on a yearly basis.

### **The Vice President:**

- Perform the duties of the President in the absence or disability of the President, provided he or she is authorized by the President or Board so to act. When so acting, the Vice President shall have all the powers of that office.
- Perform such duties as from time to time may be assigned by the Board of Directors or by the President.
- Lead all Disciplinary Committee investigations unless there is a conflict of interest.

### **The Safety Officer:**

- Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for children and all participants of Little League.
- Education and awareness must include player pitching safety, catching safety, helmet use, park safety, child abuse, supervision of kids, mandated reporting and hazing/bullying.
- Conduct Bat Safety Checks and provide necessary stickers.
- Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.

**NOTE:** In order to implement a safety plan using education, compliance and reporting, the following suggestions may be utilized by the Safety Officer:

- Education - Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians and other volunteers.
- Compliance - Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
- Reporting - Define a process to assure that incidents are recorded, information is sent to league/district and national offices, and follow-up information on medical and other data is forwarded as available.

### **The Coaching Coordinator (Division Director) shall:**

- Represent coaches/managers in each respective division and be known as the Division Director for Baseball and Softball.
- Serve as the first contact for managers and make attempts to resolve issues. Document and present to the Board these issues for possible Disciplinary Committee action.
- Communicate board decisions and information to managers.
- Assure all league required documentation is signed by the managers.
- Observe manager practices and games for league philosophy.
- Refer managers to Discipline Committee when appropriate.
- Lead all meetings with your managers at all events.
- Establish playing rules, tournament rules, and brackets for play.

**The League Information Officer shall:**

- Set up and manage the league's official website (site authorized by Little League International);
- Set up online registration and ensure the league rosters are uploaded to Little League;
- Assign online administrative rights to other local volunteers;
- Encourage creation of team web sites to managers, coaches, and parents;
- Ensure that league news and scores are updated online on a regular basis;
- Collect, post, and distribute important information on league activities including direct dissemination of fund-raising and sponsor activities to Little League Baseball, Incorporated, the district, the public, league members, and the media;

**The Umpire in Chief shall:**

- Meet with umpires on a regular basis.
- Follow-up on all complaints from volunteers and managers regarding umpires.
- Ensure umpires are aware of the game schedule.
- Follow-up on umpires that fail to show up for a game.
- Work with the President regarding Umpire selection and possible contracts.
- Ensure umpires know the league policies (i.e. use of baseballs per game, league rules, tournament rules, and game length).

**The Equipment Manager shall:**

- Research and present to the Board needed equipment to purchase.
- Provide potential equipment vendors for the Board to interview.
- Maintain responsibility of securing the storage facility.
- Ensure equipment is distributed, recorded, returned, cleaned and safe. Collect all equipment deposits.

**Note:**

**Not all Board Members are listed above, you may visit our league website for a list of Board Members responsibilities.**

## Fontana Community Little League Managers and Coaches Responsibilities:

### (SAFETY)

- **Take possession of this Safety Manual** supplied by Fontana Community Little League.
- Attend a mandatory training session on First Aid / CPR and Fundamentals training given by FCLL.
- Meet with all parents on “parent’s day” to discuss Little League philosophy and safety issues.
- Return the signed FCLL code of conduct and the safety code to the FCLL Safety Officer before the first game.
- Notify parents that if a child is injured or ill, He or She cannot return to practice unless they have a note from a doctor. This medical release protects you if that child should become further injured or ill.
- Encourage players to bring water bottles to practice and games.
- Tell parents to bring sunscreen for themselves and their child.
- Encourage players to wear mouth protection.
- All Managers, Coaches, and Volunteers must wear an ID Badge provided by FCLL during all practices and games. This policy is no exception!

### Season Play:

- Work closely with the FCLL equipment Manager to make sure equipment is in good working condition.
- Have an emergency plan in place.
- Not expect more from players than what they are capable of.
- **Always carry emergency contacts / medical release forms at every team’s meeting. (game, practice, team party, batting practice)**

### Pre-Game and Practice:

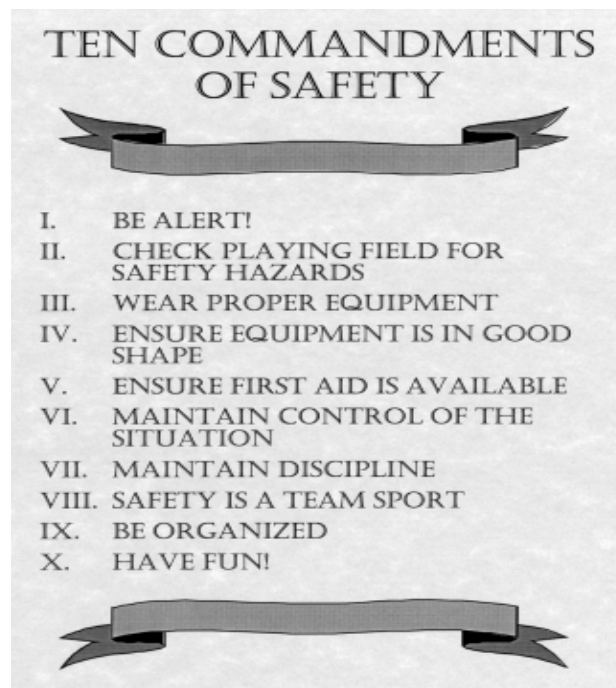
- Make sure players are healthy, rested and alert.
- Enforce the rule that no bats and balls are permitted on the field until all players have done their proper stretching.
- Anyone warming the pitcher must at all times wear a facemask.
- All players and coaches at all times must wear the proper uniform.
- **Make sure all players are wearing proper protective equipment.**
- Inspect all equipment prior to starting practices and games.
- Inspect the fields for hazards.
- Ensure all members of coaches and volunteers are wearing ID badges
- Release players only when the parent(s) are present.

### During the Game:

- Maintain discipline at all times
- **Safety First!!**
- Make sure catchers are wearing the proper equipment
- Be organized.
- Ensure all coaches and volunteers are wearing FCLL ID badges.
- **Never allow a player to use the restroom by themselves.** Use the buddy system.
- No eating or chewing gum during the game or at practice.
- **Always report issues or problems to the Board on Duty.**
- Do not lose focus by engaging in conversations with parents and spectators.
- Protect players as needed; encourage them to drink water, bring a jacket, provide shade if needed. etc.
- Ensure First Aid Kit is available if needed.
- Ensure Medical Release Forms / Emergency contacts is available if needed.

### Post-Game:

- **If there was an injury, make sure an accident report was filled out and given to the FCLL safety officer within 24 to 48 hours.**
- Encourage players to wear a jacket if needed, drink fluids, ice minor injuries, positive healthy choices.
- Release players only when parent(s) are present.



**Coaches and Umpires are to check fields for hazards before games.**



## Procedures for Handling Injuries

- All injuries will be reported by the manager to the Board Member on Duty. The Board Member on Duty will fill out the Incident / Injury Tracking Report and file it in the mailbox of the safety officer Garrett Salgado. The mailbox of the safety officer is located in the snack bar at Coyote Canyon.
- If an injury / incident should occur at practice, the manager will fill out the injury / incident report and turn it in to **Garrett Salgado or any FCLL Board Member within 24 to 48 hours. You may email report to: [safety@fcll.info](mailto:safety@fcll.info)**
- **All FCLL teams shall have First Aid Kits available at all practices or games.**
- First Aid and CPR training will be offered to all Managers and Coaches and volunteers.

## Prompt Accident Reporting

- **Accident forms must be received by the safety officer within 24 to 48 hours.**
- **Forms are available through the Little League website. Additional forms available thru BOD, field bags, or at the snack bar building.**
- **All accidents / incidents shall be reported.**


## Emergency Procedures at Hunters Ridge and Coyote Canyon Park

- Always stay on the phone with **911** until help arrives.
- Always designate a person to meet with EMS so that emergency responders can be taken to the injured person.
- Managers, ensure you carry medical release forms with you at all times. Medical release forms have important information about the players medical history and insurance.



## Why a Medical Release Form is important

# Medical Release Form



The form is titled "Little League Baseball® Medical Release". It includes a caduceus logo on the left and a Little League logo on the right. A note states: "NOTE: To be carried by any Regular Season or Tournament Team Manager together with team roster or eligibility affidavit." The form contains several sections for player and parent information, including fields for Player Name, Date of Birth, League Name, and I.D. Number. It also has a section for Parent or Guardian Authorization, with a statement: "In case of emergency, if family physician cannot be reached, I hereby authorize my child to be treated by Certified Emergency Personnel. (i.e. EMT, First Responder, E.R. Physician)". There are fields for Family Physician, Phone, Address, Hospital Preference, and In case of emergency contact. A table for allergies/medical problems is provided with columns for Medical Diagnosis, Medication, Dosage, and Frequency of Dosage. The form concludes with a statement of purpose, a date for the last Tetanus Toxoid Booster, a signature line for the parent/guardian, and a warning about protective equipment and non-discrimination.

**Little League Baseball®**  
**Medical Release**

NOTE: To be carried by any Regular Season or Tournament Team Manager together with team roster or eligibility affidavit.

Player: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
League Name: \_\_\_\_\_ I.D. Number: \_\_\_\_\_

Parent or Guardian Authorization:

In case of emergency, if family physician cannot be reached, I hereby authorize my child to be treated by Certified Emergency Personnel. (i.e. EMT, First Responder, E.R. Physician)

Family Physician: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Hospital Preference: \_\_\_\_\_  
In case of emergency contact:

Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship to Player \_\_\_\_\_  
Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship to Player \_\_\_\_\_

Please list any allergies/medical problems, including those requiring maintenance medication. (i.e. Diabetic, Asthma, Seizure Disorder)

Medical Diagnosis	Medication	Dosage	Frequency of Dosage

The purpose of the above listed information is to ensure that medical personnel have details of any medical problem which may interfere with or alter treatment.

Date of last Tetanus Toxoid Booster: \_\_\_\_\_

Mr./Mrs./Ms. \_\_\_\_\_  
Authorized Parent/Guardian Signature

WARNING: Protective equipment cannot prevent all injuries a player might receive while participating in Baseball/Softball.  
Little League Baseball does not limit participation in its activities on the basis of disability, race, color, creed, national origin, gender, sexual preference or religious preference.  
no document/league supplies/medical release form

Whether regular season or tournament games or practices, your managers need to carry all their players' Medical Releases. While just as critical for teams in tournament play, the forms are just as important during the regular season.

Most hospitals will not treat a player who does not have a life-threatening injury without one. Imagine if your manager has to accompany a player with a broken leg to the hospital because the parents weren't at the game or practice. Without a Medical Release it's likely to be a long wait with a suffering player as the manager tries frantically to reach them to approve medical treatment.

Make sure your league has all players' Medical Releases, and the manager carries the team's forms with him or her everywhere. Then if a parent isn't at the field when an accident happens, the only call that will really matter is to 9-1-1.

# Little League Baseball and Softball Medical Release Form



## Little League Baseball and Softball MEDICAL RELEASE



NOTE: To be carried by any Regular Season or Tournament  
Team Manager together with team roster or International Tournament affidavit.

Player: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Gender (M/F): \_\_\_\_\_  
 Parent (s)/Guardian Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Parent (s)/Guardian Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Player's Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Country: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

PARENT OR LEGAL GUARDIAN AUTHORIZATION: \_\_\_\_\_ Email: \_\_\_\_\_

In case of emergency, if family physician cannot be reached, I hereby authorize my child to be treated by Certified  
Emergency Personnel. (i.e. EMT, First Responder, E.R. Physician)

Family Physician: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Country: \_\_\_\_\_  
 Hospital Preference: \_\_\_\_\_  
 Parent Insurance Co: \_\_\_\_\_ Policy No.: \_\_\_\_\_ Group ID#: \_\_\_\_\_  
 League Insurance Co: \_\_\_\_\_ Policy No.: \_\_\_\_\_ League/Group ID#: \_\_\_\_\_

If parent(s)/legal guardian cannot be reached in case of emergency, contact:

Name	Phone	Relationship to Player
_____	_____	_____
_____	_____	_____

Please list any allergies/medical problems, including those requiring maintenance medication. (i.e. Diabetic, Asthma, Seizure Disorder)

Medical Diagnosis	Medication	Dosage	Frequency of Dosage

Date of last Tetanus Toxoid Booster: \_\_\_\_\_

The purpose of the above listed information is to ensure that medical personnel have details of any medical problem which may interfere with or alter treatment.

Mr./Mrs./Ms. \_\_\_\_\_  
 Authorized Parent/Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_

### FOR LEAGUE USE ONLY:

League Name: \_\_\_\_\_ League ID: \_\_\_\_\_  
 Division: \_\_\_\_\_ Team: \_\_\_\_\_ Date: \_\_\_\_\_

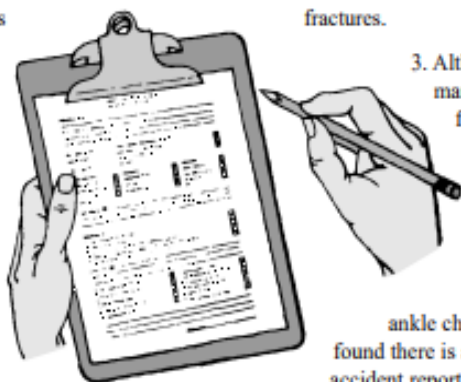
WARNING: PROTECTIVE EQUIPMENT CANNOT PREVENT ALL INJURIES A PLAYER MIGHT RECEIVE WHILE PARTICIPATING IN BASEBALL/SOFTBALL.  
 Little League does not limit participation in its activities on the basis of disability, race, color, creed, national origin, gender, sexual preference or religious preference.

# Accident Reporting

## MAKING USE OF ACCIDENT REPORTING

In the effort to prevent accidents to Little Leaguers one must deal with the unpredictable actions of many small athletes. One of the most widely accepted ways to counteract the unsafe acts, which are so often a part of such uncertain behavior, is to inquire into the reasons behind such acts and take suitable counter measures.

Since we cannot eliminate all of these disturbing and sometimes tragic mishaps, one must use them as tools to help control similar or related accidents. Also, alert operation makes it possible to get at the causes of "near misses" so that something can be done to prevent the occurrence of injury-producing accidents.



### Which Accidents to Analyze

Good judgment must be used in deciding which accidents to analyze. The severity of an injury should not be the only basis of deciding to determine reasons for an accident and what can be done to reduce the chances of its recurrence. The possibility of a similar and more severe accident occurring should be our main reason for getting at the causes and taking suitable corrective action.

Examples of cases that probably would not require detailed checking would be a "strawberry" from sliding or minor strains and bruises, not associated with serious unsafe acts or conditions.

### Examples of accidents requiring thorough study are:

1. A collision when two players go after the same fly ball, even though no one is hurt, has the possibility of resulting in a serious injury. Questioning players may reveal they had forgotten ball priority assignments in the excitement of trying to make the catch. The corrective measure might be to hold additional ball priority drills. A completed accident cause report passed on to the Safety Officer will serve as a warning to managers of other teams.
2. If a player should trip and fall over a bat left on the ground and suffer a small abrasion, the cause and

correction of this type of accident may be obvious. A report, however, would serve as a reminder, not only to this team, but to others in the league that equipment left on the field can cause falls, some of which can result in fractures.

3. Although it may be embarrassing to a manager, should a relief catcher have front teeth knocked out because of neglect to always wear a mask and catcher's helmet when warming up a pitcher, the report on such a violation should be passed along as a warning to others.

4. Let's assume a player turns an ankle chasing a fly ball. Upon checking, it is found there is a hole in the outfield. A copy of the accident report passed on to the grounds keeper would reduce the chances of that person forgetting to correct the hazard.

### Other Uses for Accident Reports

1. The need for corrective measures, of course, is most evident when an injury is severe enough to require professional services. In addition to the need for immediate preventative action, it is very important to have accurate information to complete the insurance claim report. This may be done by the Safety Officer.
2. As in any organized endeavor, communications among teams in a league and leagues in a district is important. The safety program can be effective for everyone if each adult, with some safety responsibility, is given a brief report on serious or unusual hazards and the corrective action that has been taken to counteract them. In order to accomplish this, the League Safety Officers and the District Safety Officer must be kept informed about all significant accident cases.

### Further Follow-Up on Accident

Even after corrective measures have been put into effect, responsible adults should continue to check back to make sure that unsafe habits have not been resumed and conditions are not allowed to slip. We advise youngsters to keep their eye on the ball. Let's do the same with safety precautions.

# ASAP Incident Tracking Report

## 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: ☐ Male ☐ Female  
 City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_  
 Parent's Name (If Player): \_\_\_\_\_ Work Phone: ( ) \_\_\_\_\_

Parents' Address (If Different): \_\_\_\_\_ City: \_\_\_\_\_

#### Incident occurred while participating in:

A.) ☐ Baseball ☐ Softball ☐ Challenger ☐ TAD  
 B.) ☐ Challenger ☐ T-Ball ☐ Minor ☐ Major ☐ Intermediate (50/70)  
       ☐ Junior ☐ Senior ☐ Big League  
 C.) ☐ Tryout ☐ Practice ☐ Game ☐ Tournament ☐ Special Event  
       ☐ Travel to ☐ Travel from ☐ Other (Describe): \_\_\_\_\_

#### Position/Role of person(s) involved in incident:

D.) ☐ Batter ☐ Baserunner ☐ Pitcher ☐ Catcher ☐ First Base ☐ Second  
       ☐ Third ☐ Short Stop ☐ Left Field ☐ Center Field ☐ Right Field ☐ Dugout  
       ☐ Umpire ☐ Coach/Manager ☐ Spectator ☐ Volunteer ☐ Other: \_\_\_\_\_

Type of injury: \_\_\_\_\_

Was first aid required? ☐ Yes ☐ No If yes, what: \_\_\_\_\_

Was professional medical treatment required? ☐ Yes ☐ No If yes, what: \_\_\_\_\_  
 (If yes, the player must present a non-restrictive medical release prior to being allowed in a game or practice.)

#### Type of incident and location:

A.) On Primary Playing Field B.) Adjacent to Playing Field D.) Off Ball Field  
       ☐ Base Path: ☐ Running or ☐ Sliding ☐ Seating Area ☐ Travel:  
       ☐ Hit by Ball: ☐ Pitched or ☐ Thrown or ☐ Batted ☐ Parking Area ☐ Car or ☐ Bike or  
       ☐ Collision with: ☐ Player or ☐ Structure C.) Concession Area ☐ Walking  
       ☐ Grounds Defect ☐ Volunteer Worker ☐ League Activity  
       ☐ Other: \_\_\_\_\_ ☐ Customer/Bystander ☐ Other: \_\_\_\_\_

Please give a short description of incident: \_\_\_\_\_

Could this accident have been avoided? How: \_\_\_\_\_

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 [http://www.littleleague.org/Assets/forms\\_pubs/asap/AccidentClaimForm.pdf](http://www.littleleague.org/Assets/forms_pubs/asap/AccidentClaimForm.pdf) 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: [http://www.littleleague.org/Assets/forms\\_pubs/asap/GLClaimForm.pdf](http://www.littleleague.org/Assets/forms_pubs/asap/GLClaimForm.pdf).

Prepared By/Position: \_\_\_\_\_ Phone Number: ( ) \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## What Parents Should Know about Little League Insurance

It is suggested this memo should be reproduced on your league's letterhead over the signature of your president or safety officer and distributed to the parents of all participants at registration time.

**WARNING:** Protective equipment cannot prevent all injuries a player might receive while participating in Baseball / Softball.

### **WHAT PARENTS SHOULD KNOW ABOUT LITTLE LEAGUE® INSURANCE**

The Little League Insurance Program is designed to afford protection to all participants at the most economical cost to the local league. The Little League Player Accident Policy is an excess coverage, accident only plan, to be used as a supplement to other insurance carried under a family policy or insurance provided by an employer. If there is no primary coverage, Little League insurance will provide benefits for eligible charges, up to Usual and Customary allowances for your area. A \$50 deductible applies for all claims, up to the maximum stated benefits.

This plan makes it possible to offer exceptional, affordable protection with assurance to parents that adequate coverage is in force for all chartered and insured Little League approved programs and events.

If your child sustains a covered injury while taking part in a scheduled Little League Baseball or Softball game or practice, here is how the insurance works:

1. The Little League Baseball and Softball accident notification form must be completed by parents (if the claimant is under 19 years of age) and a league official and forwarded directly to Little League Headquarters within 20 days after the accident. A photocopy of the form should be made and kept by the parent/claimant. 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 a claim for benefits are to be provided within 90 days after the accident. In no event shall such proof be furnished later than 12 months from the date the initial 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 International, 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 after the 52-week time limit when:  
(a) Deferred medical benefits apply when necessary treatment requiring the removal of a pin /plate, applied to transfix a bone in the year of injury, or scar tissue removal, after the 52-week time limit is required. The Company will pay the Reasonable Expense incurred, subject to the Policy's maximum limit of \$100,000 for any one injury to any one Insured. However, in no event will any benefit be paid under this provision for any expenses incurred more than 24 months from the date the injury was sustained.  
(b) If the Insured incurs Injury, to sound, natural teeth and Necessary Treatment requires treatment for that Injury be postponed to a date more than 52 weeks after the injury due to, but not limited to, the physiological changes of a growing child, the Company will pay the lesser of: 1. A maximum of \$1,500 or 2. Reasonable Expenses 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 occurs.

No payment will be made for deferred treatment unless the Physician submits written certification, within 52 weeks after the accident, that the treatment must be postponed for the above stated reasons.

Benefits are payable subject to the Excess Coverage and the Exclusions provisions of the Policy.

We hope this brief summary has been helpful in providing a better understanding of the operation of the Little League insurance program.



## 2022 Volunteer Application Form

All individuals who volunteers must fill out the 2022 Volunteer Application form and will have a nationwide background check. Social Security number is MANDATORY.

- Managers, coaches, board members and any other persons, volunteers or hired workers, who provide regular services to the league and / or have repetitive access to or contact with players or a team must fill out application form as well as provide government-issued photo identification card for ID verification.
- Must conduct a search of the Department of Justice's nationwide sex offender registry, using 2022 Volunteer Application Forms, on all applicable volunteers.
- Conduct a supplemental criminal background check using resources such as JDP.
- Anyone refusing to fill out Volunteer Application is ineligible to be a league member.
- Social Security numbers are required to complete a background check. FCLL will use JDP to complete all background checks.
- As per Little League Regulation 1(c)9: "No local league shall permit any person to participate in any manner whose background check reveals a conviction, guilty plea, no contest pleas, or admission to any crime involving or against a minor or minors."

For more information visit: <https://www.littleleague.org/player-safety/>

[illegible]

This volunteer application should only be used if a league is manually entering information into JDP or an external background check provider that meet the standards of Little League Regulations 1(c). **THIS FORM SHOULD NOT BE COMPLETED IF A LEAGUE IS UTILIZING THE JDP QUICKAPP.** Visit [littleleague.org/localBccheck](http://littleleague.org/localBccheck) for more information.

A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.

Name \_\_\_\_\_ Date \_\_\_\_\_

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

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

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

Cell 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.)? Yes ☐ No ☐ If yes, list: \_\_\_\_\_

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 the Little League International Security Manager.)

5. Have you ever been convicted of or plead no contest or guilty to any crime(s)? \_\_\_\_\_ Yes ☐ No ☐  
(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 ☐  
(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? \_\_\_\_\_ Yes ☐ No ☐  
If yes, explain: \_\_\_\_\_

In which of the following would you like to participate? (Check one or more.)

<input type="checkbox"/> League Official	<input type="checkbox"/> Umpire	<input type="checkbox"/> Manager	<input type="checkbox"/> Concession Stand
<input type="checkbox"/> Coach	<input type="checkbox"/> Field Maintenance	<input type="checkbox"/> Scorekeeper	<input type="checkbox"/> Other _____

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

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

\_\_\_\_\_

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/Background](http://littleleague.org/Background)

**5.5. CONDITION OF LIAISON/INTERVIEWING.** I give permission for the Little League organization to conduct background checks on me and as long as continue to be active with the organization, which may include a review of sex offender registries (none of which contain names only searches which may result in a report being generated that may or may not be me), Child Abuse and Criminal History records, 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. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the residents and removed 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):  
Regulation 1(c)(9) Mandates all checks include criminal records and sex offender registry records

• JDP ☐ Sex Offender Registry Data and National Criminal Records check, as mandated in the current season's official regulations

\*Please be advised that if you use DOJ and there is a name match in the five states where only name match searches can be performed you should notify volunteers that they will receive a letter or email directly from DOJ in compliance with the Fair Credit Reporting Act containing information regarding all 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 application.

## 2022 Little League Basic Volunteer Application

### Little League® "Basic" Volunteer Application - 2020

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

This volunteer application can be used as a reference for leagues utilizing the JDP Quick App or for leagues that are using an outside background check provider that meet the standards of Little League Regulation 1(c)9. Visit [LittleLeague.org/localBGcheck](http://LittleLeague.org/localBGcheck) for more information.

**All fields are required.**

Name

Address

City  State  Zip

Home Phone:  Cell Phone:

Work Phone:  E-mail Address:

Driver's License#:

1. Have you ever been charged with, convicted of, pled no contest, or guilty to any crime(s) involving or against a minor, or of a sexual nature?

If yes, describe each in full:  Yes ☐ No ☐

(If volunteer answered yes to Question 1, the local league must contact the Little League International Security Manager.)

2. Have you ever been convicted of or pled no contest or guilty to any crime(s)?

If yes, describe each in full:  Yes ☐ No ☐

(Answering yes to question 2, does not automatically disqualify you as a volunteer.)

3. Do you have any criminal charges pending against you regarding any crime(s)?

If yes, describe each in full:  Yes ☐ No ☐

(Answering yes to question 3, does not automatically disqualify you as a volunteer.)

4. Have you ever been refused participation in any other youth programs?

If yes, explain:  Yes ☐ No ☐

5. In which of the following would you like to participate? (Check one or more.)

- ☐ League Official ☐ Field Maintenance ☐ Concession Stand
- ☐ Coach ☐ Manager ☐ Other
- ☐ Umpire ☐ Scorekeeper

#### LOCAL LEAGUE USE ONLY:

Background check completed by league officer  on

Background check for background check provider of use and the current background check results are available online ☐

\*JDP ☐ Sex Offender Registry Data and National Criminal Records ☐

Check, as mandated in the current season's official regulations

\*Please be advised that if you use JDP and there is a name match in the name which may mean match, we can be performing your background check on the correct match 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 application.

A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION (NOT NECESSARY IF VOLUNTEER IS RETURNING).

Please provide updated information below if there are any changes from previous years or requesting a new position.

Occupation:

Employer:

Address:

Special professional training, skills, hobbies:

Special Certifications (CPR, Medical, etc.):

Special Affiliations (Clubs, Services Organizations, etc.):

Previous volunteer experience (including baseball/softball and years (s)):

**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/bgcheck](http://LittleLeague.org/bgcheck)**

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background checks 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 name only searches 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. If appointed, I 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 Name (please print or type)

Applicant Signature  Date

If Minor/Parent Signature  Date

**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.**

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## LITTLE LEAGUE® SEARCH ACTIVITY RECENT STATISTICS

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Did you know background checks are required for all of these positions?

- |                     |                     |
|---------------------|---------------------|
| • Coaches           | • Field maintenance |
| • Practice Coaches  | • Scorekeeper       |
| • Board Members     | • Announcer         |
| • Umpires           | • General volunteer |
| • Misc. positions   | • Concession worker |
| • Equipment manager | • Team parent       |

Some crimes that exclude a volunteer from participating with Little League®

- Aggravated Child Abuse
- Child Abuse/Child Abuse 2nd Degree
- Felony Child Abuse-Serious Injury
- First Degree Child Molestation
- Risk of Injury to Child
- Sexual Activity with a Child
- Sexual Conduct with Minor
- Showing Obscene Material to a Minor

## Parent Code of Conduct

### Sport Parent Code of Conduct

We, the \_\_\_\_\_ Little League, have implemented the following Sport Parent Code of Conduct for the important message it holds about the proper role of parents in supporting their child in sports. Parents should read, understand and sign this form prior to their children participating in our league.

Any parent guilty of improper conduct at any game or practice will be asked to leave the sports facility and be suspended from the following game. Repeat violations may cause a multiple game suspension, or the season forfeiture of the privilege of attending all games.

#### *Preamble*

The essential elements of character-building and ethics in sports are embodied in the concept of sportsmanship and six core principles:

- Trustworthiness,
- Respect,
- Responsibility,
- Fairness,
- Caring, and
- Good Citizenship.

The highest potential of sports is achieved when competition reflects these "six pillars of character."

#### *I therefore agree:*

1. I will not force my child to participate in sports.
2. I will remember that children participate to have fun and that the game is for youth, not adults.
3. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
4. I will learn the rules of the game and the policies of the league.
5. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other sporting event.
6. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
7. I will not encourage any behaviors or practices that would endanger the health and well being of the athletes.
8. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
9. I will demand that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
10. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
11. I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
12. I will never ridicule or yell at my child or other participants for making a mistake or losing a competition.
13. I will emphasize skill development and practices and how they benefit my child over winning. I will also de-emphasize games and competition in the lower age groups.
14. I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my child to win.
15. I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.
16. I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.
17. I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.

\_\_\_\_\_  
Parent/Guardian Signature

## **SAFETY CODE FOR LITTLE LEAGUE**

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- Responsibility for 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 when weather or field conditions are not good, particularly when lighting is inadequate.
- Play area should be inspected frequently for holes, damage, stones, 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 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 helmets during batting practice, as well as during games.
- Catcher 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 should be avoided.
- During slide 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."
- Players should not wear watches, rings, pins or other metallic items.
- Catchers must wear catcher's helmet and mask with a throat protector in warming up pitchers. This applies between innings and in the bull-pen.

## **Fundamental Training**

- All Managers will attend a Manager's meeting on 2/7/2022 at 6pm with FCLL Board members at the Heritage Community Center. The clinic will be a fundamental Clinic with an emphasis on pitching mechanics, fielding drills, and hitting drills. League rules, expectations of managers and operations of FCLL will also be discuss. **All managers must attend this event or will receive a one game suspension.**
- This training is intent to provide training to all coaches and managers; minimum of one participant per team.
- Training qualifies volunteer for 3 years; but one team representative still required each year.

## **First-Aid Training**

- First -Aid training will be conducted on 2/7/2022 at 7pm located at the Heritage Community Center and will be attended by every manager at least once every 3 years, but one team representative still needs to attend. Managers in attendance will be kept on record by the Safety Officer in order to track attendance over a rolling 3 year period.
- **Training should be modified annually to meet FCLL needs of players and their families. Concussion training may be substituted for First- Aid Training.**
- Regardless of a person's training, all managers or volunteers must attend FCLL First Aid training and or complete concussion training. (Other individuals who attend various outside first aid training / concussion training and courses are not exempt).
- The Safety Officer shall document date, location, who is required to attend. Save copies of attendees to track their participation for future use to show that they had training in the past three years.

## **Facilities and Equipment**

- All Snack Bar Safety procedures must comply with State, County and City food handling guidelines.
- All Snack Bar workers will report to a member of the Snack Bar committee (Board Member).
- Equipment Manager and members of the Board shall inspect and clean all helmets and all catchers gear. Each item deemed unsafe is destroyed and thrown out, replaced with new gear. Our budget provides for replacement equipment annually. Managers are encouraged to be vigilant about the equipment and contact Paul Badillo with any questions or needs for replacement.

### First Aid Kits

- ❖ First Aid Kits are part of the equipment that is issued to each manager at the start of the season. The First Aid kits should be at each practice and game. Additional items or replacement can be requested by contacting the Safety Officer.(safety@fcll.info)

### Safety Code for Injury Prevention

- ❖ All injuries will be reported to the safety Officer as soon as possible. An accident tracking form will be completed in it's entirety and submitted to a Fontana Community Little League Board member within **24 to 48 hours of the injury**.
- ❖ Managers will have First Aid training and First Aid Kits at all games and practices.
- ❖ Games or practice stop immediately if lightning is in the area.
- ❖ Fields should be inspected for holes, damage, rocks, glass, and other foreign objects before game and practices.
- ❖ All equipment will be in the dugout and not in the area described as "in play".
- ❖ Only players, managers, coaches, and umpires permitted on the playing field during games. FCLL ID badges must be worn at all times.
- ❖ FCLL will run annual background checks on all volunteers. All volunteers must complete the current year volunteer application.
- ❖ Players may not wear watches, rings, pins, or metallic items during practices or games.
- ❖ Parents of players that wear glasses should be encourage to use safety glasses.
- ❖ "Horse Play" is never permitted on the playing field.
- ❖ Head first slide permitted only when returning to a base. Exception in juniors and seniors divisions.
- ❖ All male players will be encouraged to wear protective cups and supporters for all practice and games.
- ❖ Helmets may not be painted or contain tape or decals unless approved in writing by the manufacturer.
- ❖ Teams are responsible for keeping loose equipment off the field of play.
- ❖ Teams are responsible for picking up trash in the dugout at the end of the game.
- ❖ Equipment should be inspected regularly for safe condition and proper fit. Batters must wear approved protective helmets during batting practice and games.
- ❖ FCLL will follow Little League safety code as the foundation of FCLL safety code for injury and prevention.

## What to do if a storm approaches

# **If You See It, Flee It; If You Hear It, Clear It**



### **REMEMBER:**

- **Track approaching storms the best way possible: Internet radar websites, dedicated storm warning system at field, or other storm warnings**
- **Evacuate fields when storms are about 10 miles away: Have players and spectators go to enclosed building or to cars with windows rolled up**
- **Clear fields immediately after thunder has been heard or lightning seen!**

### **PLEASE WAIT!**

- **Wait 30 minutes before returning to play after last sign of lightning activity in your area**
- **Cars shouldn't leave until the game is called, so all players can be accounted for**

*Guidelines from the National Oceanic and Atmospheric Administration's (NOAA) National Weather Service*



## Fontana Community Little League Safety Badge Program

- **Board members, Managers, Coaches, Volunteers and Workers must pass a background check.**
- **After passing the JDP background check, a FCLL Safety Badge will be issued.**
- **All must wear their FCLL Safety Badge during games and practices.**
- **ID Badges may be available at the snack bar if a badge is forgotten.**

# Questions about the Child Protection Program

## **1. What do we, as a league, have to do to comply so that we can be chartered for the next season?**

Since 2003, the local league has been required to have all board members, managers, coaches, and other volunteers or hired workers who provide regular service to the league and/or who have repetitive access to or contact with players or teams to fill out the Little League Official Volunteer Application. Additionally the league has been and is required/ to conduct a background check on each of these individuals.

**As of 2017-** A local Little League must conduct a nationwide background check utilizing JDP or another provider that is comparable to JDP in accessing background check records for sex offender registry data and other criminal records. Little League Baseball and Softball will require each league to sign an agreement on the charter application that they will comply with Regulation I (b) and I(c) 8 & 9. The leagues are also required to sign a statement on the tournament enrollment form verifying that the process under the regulation has been completed and implemented. Failure to sign the agreement on the charter application will result in the league not being chartered and failure to fulfill the requirement of the regulations will result in the league's status being referred to the Charter/Tournament committee for action to revoke the league's charter and all privileges.

## **2. What type of background check is required by the new regulations?**

**As of 2017-** A local Little League must conduct a nationwide background check utilizing JDP or another provider that is comparable to JDP in accessing background check records for sex offender registry data and other criminal records. This criminal records check may provide additional, important information regarding the criminal records of individuals whose crimes do not require that they be listed on a sex offender registry. The background check provider for United States leagues is JDP, which can be accessed by going to [LittleLeague.org/Background](http://LittleLeague.org/Background). More information on the Little League Child Protection Program can be obtained by going to [LittleLeague.org/childprotection](http://LittleLeague.org/childprotection). The first 125 checks through JDP are paid for by Little League International and are free to each chartered Little League. If additional checks are necessary, they will cost the league only \$.95 per background check conducted.

## **3. What type of offenses are we screening for when we conduct a background check?**

Local leagues are conducting a nationwide background check that includes sex offender registry data and other criminal records for anyone who has committed any type of offense involving minors. An individual who has been convicted of or plead guilty to charges involving or against a minor, no matter when the offense occurred, must not be permitted to work or volunteer.

## **4. Why is Little League changing the background check minimum requirement?**

A background check that includes millions of criminal files in addition to national sex offender registry data will provide those individuals making personnel decisions that much more information in determining whether an applicant is acceptable and fit to volunteer, work or participate in any manner within their local league program.

Q & A: About The Little League® Child Protection Program - Page 2

## **5. Why JDP?**

**As of 2018** - Little League has partnered with JDP to provide local Little League programs a criminal background check tool that is easy to use and provides a QuickApp solution that allows individuals to upload their own personal information and complete the Volunteer Application online. Through this partnership, each league and District is given 125 free background checks (paid for by Little League International) and any additional checks will only cost \$.95 per check. The JDP National Criminal File database contains more than 450 million records which include criminal records and sex offender registry records across 50 states and the District of Columbia. This program continues to be a great resource and value to local leagues.

## **6. Our League is required by the property owner (city, town, municipality, county, etc.) where we play our games and practices to conduct background checks approved by them on all of our volunteers and/or hired workers before we can use their fields. Are these checks acceptable and do they meet Little League's minimum requirements of Regulation I (c) 8 and 9?**

No. Most checks required by these entities are local or state only checks which do not meet the Little League requirements. Also, the local league is responsible for conducting and reviewing the background check data and making their own personnel decisions per the regulations. Although the property owner has the right to determine who uses their facility, any decision they make as a property owner may or may not meet the Little League Regulations.

**As of 2017**-A local Little League must conduct a nationwide background check utilizing JDP or another provider that is comparable to JDP in accessing background check records for sex offender registry data and other criminal records. Background checks must be completed on all Board Members, managers, coaches and other volunteers or hired workers who provide regular service to the league and/or who have repetitive access to players or teams.

## **7. Who in the local league should be responsible to process the background check information?**

Little League Baseball and Softball recommends the board of directors appoint the local league president and two other individuals to handle the background checks. These individuals may be from the board or individuals outside the board. For instance, the board of directors may appoint individuals who have significant professional background in this area, such as law enforcement officers or individuals with a legal background.

## **8. What if an individual has previously had a background check?**

Each league must conduct its own background check on the appropriate individuals annually.

## **9. What will result in termination of a volunteer under these regulations?**

Any background check that reveals a conviction or guilty plea for any crime involving or against a minor must result in immediate termination from the league. Additionally, volunteers who refuse to submit a fully completed Little League Volunteer Application, including their Social Security Number and a government issued photo ID, must be immediately terminated or eliminated from consideration for any position.

## **10. What if offenses involving or against minors are pending prior to or after appointment to a position in the local league?**

We suggest the individual not be appointed or should be suspended from his/her current position pending the outcome of the charges.

## **11. What if there are convictions or other offenses NOT involving or against minors?**

Even though convictions or other offenses may not be against a minor, the local league board of directors still may deem these individuals as inappropriate and/or unfit and may prohibit him/her from working as a hired worker or volunteer within the league.

Q & A: About The Little League® Child Protection Program - Page 3

## **12. Who is to be made aware of the information found on the background check?**

The local league president shall only share personal information contained in the volunteer application, background check or other information obtained through the screening process with other members of the board of directors in order to make personnel decisions. If the information obtained through the background check is public record and causes an individual to not be appointed or to be terminated, Little League Baseball and Softball recommends this information be shared with the parents/guardians of the children who have had contact with the individual previously.

## **13. Where should these records be maintained and for how long?**

The local league president shall retain each volunteer application, background check information, and any other documents obtained on file and maintain the record of a volunteer for at least 2 years after the volunteer is no longer in the league. When it comes time to dispose of these records, they should be destroyed as they contain sensitive information. All actions concerning these records must comply with any applicable laws. Leagues should also maintain records in the case that the league has taken action or made a decision based upon the information contained in the records. The records should be maintained in a locked and secure area, such as the league president's home and not a club house or similar facility. The JDP system also allows board members conducting the background checks to send a link to their volunteers to complete the Little League Volunteer Application online. A league board member can enter the volunteer's information, name and email address, on the JDP website under "Quick App." This will allow the league volunteer to complete their own volunteer application, including the social security number. The Little League Volunteer Application is tied with the background check and can be viewed on the leagues JDP Portal.

## **14. What is the timetable for completing the screening of each individual?**

The league must complete the annual screening process prior to the individual assuming his/her duties for the current season. This would include the individual submitting a completed volunteer application and the league completing an appropriate background check. The applicant must also submit a government issued photo ID, usually a driver's license, in order for the league to verify that the information on his/her volunteer application is correct, i.e., spelling of name, address, date of birth, etc.

## **15. What resources are available through Little League Baseball and Softball to assist this process?**

The current Little League Official Volunteer Application is available at [LittleLeague.org/VolApp](http://LittleLeague.org/VolApp).

**NEW FOR 2017-** A local Little League must conduct a nationwide background check utilizing JDP or another provider that is comparable to JDP in accessing background check records for sex offender registry data and other criminal records. The first 125 checks conducted through JDP are paid for by Little League International and are free to each chartered Little League. If additional checks are needed, they will cost the league only \$.95 per background check conducted. JDP can be accessed by going to [LittleLeague.org/Background](http://LittleLeague.org/Background).

## **16. What will it cost my league to implement this initiative?**

The first 125 checks conducted through JDP are paid for by Little League International and are free to each chartered Little League. If additional checks are needed, they will cost the league only \$.95 per check.

## **17. When should local leagues begin to conduct background checks on volunteers and hired workers?**

In accordance with Little League Regulation I (c) 8 & 9, local leagues must conduct background checks on all volunteers and hired workers prior to the applicant assuming his or her duties for the season. Background checks must be completed on all individuals who are required to complete the "Little League Official Volunteer Application" and who provide a regular service to the league and/or have repetitive access to, or contact with, players and teams. This includes, but is not limited to, managers, coaches, Board of Director members, and other persons or hired workers.

Q & A: About The Little League® Child Protection Program - Page 4

**18. Does this initiative also apply to those individuals that assist the manager and coaches at practices or games?**

Yes. Any individual who provides regular service to the league and/or has repetitive access to or contact with players or teams must fill out the Volunteer Application with a Social Security Number, provide a copy of a government issued photo ID, and go through the background check process.

**19. Who is going to coach the team if a screened manager or coach is no longer able to fulfill his/her duties?**

Any permanent replacement cannot assume their duties until the volunteer application and background check has been completed. The league may temporarily assign a board member or another screened individual to fill the vacancy until the proper process and appointment has been made.

**20. Should our league wait until the entire screening process has been completed to submit our Charter Application and Insurance Enrollment Form?**

No. The appropriate league officers must sign the statement on the form agreeing to adhere to the new regulations requiring the use of the new volunteer application and background screening process as outlined in Regulations I (b) and I (c) 8 & 9. Once this section is completed the balance of the charter application can be completed and submitted to Little League Baseball and Softball.

**21. As the league president or an official of the local league, how do I explain the need for this initiative?**

These requirements were implemented in 2002 by Little League and your local league to:

- 1) Protect our children and maintain Little League as a hostile environment for those who would seek to do them harm.
- 2) Protect individuals and leagues from possible loss of personal or league assets because of litigation.
- 3) Take advantage of current technology and laws that have made background check information accessible to your local league.

## **CALIFORNIA STATE LAW ON CHILD PROTECTION**

### **BUSINESS AND PROFESSIONS CODE - BPC**

### **DIVISION 8. SPECIAL BUSINESS REGULATIONS [18400 - 22949.51]**

*( Division 8 added by Stats. 1941, Ch. 44. )*

### **CHAPTER 2.7. Community Youth Athletic Programs [18900- 18900.]**

*( Chapter 2.7 added by Stats. 2014, Ch. 151, Sec. 1. )*

#### **18900.**

(a) (1) Commencing January 1, 2016, a community youth athletic program shall provide written notice to the parent or guardian of any youth participating in the program regarding the program's policies relating to whether the program obtains criminal background checks for hired or volunteer coaches or both.

(2) If criminal background checks are obtained for hired or volunteer coaches, the written notice shall also contain both of the following:

(A) A statement regarding whether the criminal background check includes state and federal criminal history information and whether the program obtains subsequent arrest notification for those individuals.

(B) Contact information regarding where the parent or guardian of a child participating in a community youth athletic program can obtain additional information about the program's background check policy, such as the entity providing the criminal background check obtained by the community youth athletic program or the nature of the type of offenses the program looks for.

(b) As used in this section, a "community youth athletic program" means an organization that meets both of the following requirements:

(1) Its primary purpose is the promotion or provision of athletic activities for youth under 18 years of age.

(2) It has adult employees who have supervisory or disciplinary power over a child or children.

(c) As used in this section, "written notice" may include posting on the community youth athletic program's Internet Web site.

(d) Nothing in subdivision (a) shall require or authorize a community youth athletic program to disclose confidential criminal history information in violation of Article 3 (commencing with Section 11100) of Chapter 1 of Title 1 of Part 4 of the Penal Code.

*(Added by Stats. 2014, Ch. 151, Sec. 1. (AB 230) Effective January 1, 2015.)*

### Highly Recommended areas we already have implemented in our Safety plan:

- Safety Mission Statement implemented
- Safety Officer tracking First Aid Clinic Attendance
- Nationwide criminal checks conducted on applicable volunteers
- Safety Plan reviewed by DA
- Safety and First Aid money allocated in our budget
- The ASAP newsletter is circulated electronically within the League
- CPR training provided
- Provide parent code of conduct at sign ups
- All players encourage to use mouth protection and hard cups
- Safety is encouraged and messages provided continuously via email
- Break-away bases used on all fields
- Safety audit submitted online
- Encourage all volunteers and parents to provide email and sign up for E-News.
- Softball use double first base

### Issues for Future Improvements in our safety plan:

- Team Safety Representatives (parent in charge of team safety)
- Player Safety Officer (each team to have a player safety officer)
- Provide parent orientation via Little League on-line
- Provide Safety Suggestion Box
- Provide AED/CPR/First Aid Training for all board members
- Provide fire extinguisher training
- Provide training use of an EpiPen (Epinephrine)
- Work with the city for long range safety improvements
- Improve safety guidelines for snack bar

# Snack Bar Safety Guidelines

## *Emergencies:*

- ***DIAL 911***

## Beverages

- Ice machine to be cleaned with no standing water.
- Temperature of hot water for coffee, tea, and hot chocolate should not exceed 180 degree F.
- Beverage cups cleaned and in good order

## General Working Area

- Follow all guidelines presented here and from the snack bar committee.
- All counters tops cleaned and sanitized daily.
- Hand sanitizer dispensers are full.
- Floors clean and dry.
- Trash removed at end of shift.
- At opening and closing, entire area checked for pest infestation and immediately addressed if necessary.
- First Aid kit nearby and stocked.
- All workers and volunteers to be briefed and follow the supervision of the snack bar committee.
- **Children under the age of 14 is not allowed to work in the snack bar.**
- Fire extinguisher with a current certificate shall be in plain view.
- **All Snack Bar Safety procedures must comply with State, County and City food handling guidelines.**
- All Snack Bar workers will report to a member of the Snack Bar committee (Board Member).

## Keeping Food Safe



## When to Wash Your Hands

### *Volunteers Must Wash Hands*

#### HOW



#### 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 MA Partnership for Food Safety Education, United States Department of Agriculture Cooperating. UMass Extension provides equal opportunity in programs and employment.



## Safe Minimum Cooking Temperatures

### Safe Minimum Cooking Temperatures

Use this chart and a food thermometer to ensure that meat, poultry, seafood, and other cooked foods reach a safe minimum internal temperature.

Remember, you can't tell whether meat is safely cooked by looking at it. Any cooked, uncured red meats – including pork – can be pink, even when the meat has reached a safe internal temperature.

### Why the Rest Time is Important

After you remove meat from a grill, oven, or other heat source, allow it to rest for the specified amount of time. During the rest time, its temperature remains constant or continues to rise, which destroys harmful germs.

Category	Food	Temperature (°F)	Rest Time
Ground Meat & Meat Mixtures	Beef, Pork, Veal, Lamb	160	None
	Turkey, Chicken	165	None
Fresh Beef, Veal, Lamb	Steaks, roasts, chops	145	3 minutes
Poultry	Chicken & Turkey, whole	165	None
	Poultry breasts, roasts	165	None
	Poultry thighs, legs, wings	165	None
	Duck & Goose	165	None
	Stuffing (cooked alone or in bird)	165	None
Pork and Ham	Fresh pork	145	3 minutes
	Fresh ham (raw)	145	3 minutes
	Precooked ham (to reheat)	140	None
Eggs & Egg Dishes	Eggs	Cook until yolk and white are firm	None
	Egg dishes	160	None
Leftovers & Casseroles	Leftovers	165	None
	Casseroles	165	None
Seafood	Fin Fish	145 or cook until flesh is opaque and separates easily with a fork.	None
	Shrimp, lobster, and crabs	Cook until flesh is pearly and opaque.	None
	Clams, oysters, and mussels	Cook until shells open during cooking.	None
	Scallops	Cook until flesh is milky white or opaque and firm.	None

## How to Perform CPR

Heartsaver®

# Adult CPR AED





Tap and shout.



Shout for help. Send someone to phone 9-1-1 and get an AED.



Look for no breathing or only gasping.



Push hard and fast. Give 30 compressions.\*  
Open the airway and give 2 breaths.



Repeat sets of 30 compressions and 2 breaths.



When the AED arrives, turn it on and follow the prompts.

\*• Push down at least 2 inches.  
• Give 100 to 120 compressions per minute.  
• Let the chest come back up to its normal position.  
• Try not to interrupt compressions for more than a few seconds.

15-1026 6/16 ISBN 978-1-61609-434-0 © 2016 American Heart Association

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# SUDDEN CARDIAC ARREST:

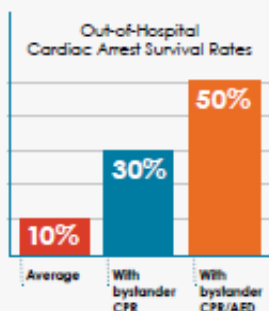
## YOU CAN SAVE A LIFE

Sudden Cardiac Arrest (SCA) is a life-threatening emergency that occurs when the heart suddenly stops beating. When SCA happens, the person collapses and doesn't respond or breathe normally. They may gasp or shake as if having a seizure.

Sudden Cardiac Arrest IS NOT the same as a heart attack.

SCA VICTIM:	HEART ATTACK VICTIM:
• Unresponsive	• Responsive
• Not breathing normally	• Breathing
• Needs CPR/AED	• Doesn't need CPR/AED

### BYSTANDER ACTION SAVES LIVES



### EVERY SECOND COUNTS

SCA leads to death in minutes if the person does not get help right away. For every minute that passes, survival odds decrease by 10%.

### THE SHOCKING FACTS

Sudden Cardiac Arrest (SCA) is a national public health crisis affecting 1,000 people outside hospital settings each day. It strikes people of all ages who may seem to be healthy, even children and teens.



Today only **1 IN 10 SURVIVES SCA**. If bystanders give CPR and use AEDs immediately **5 IN 10 COULD SURVIVE**.



**7 IN 10 SCAs HAPPEN AT HOME.**  
You could save the life of someone you love by starting CPR.

### WHAT TO DO

Survival from SCA depends on the quick actions of people nearby who call 911, start CPR and use an AED to restart the heart.



**RECOGNIZE SCA**  
If person is unresponsive and not breathing normally, assume SCA.



**CALL 911 to get help**  
Follow emergency dispatcher's instructions.



**PUSH to triple the chance of survival**  
Start CPR. Push hard and fast in center of chest (100-120 pumps/minute).



**SHOCK to restart heart**  
Use AED. Follow step-by-step audio/visual instructions. AEDs can't hurt the person and are meant for anyone to use.



**Sudden Cardiac Arrest Foundation**

Learn more at [sca-aware.org](http://sca-aware.org). Follow us @youcansavealife. [f](#) [t](#) [@](#) [v](#) [in](#)  
Proud Co-Sponsor of the CallPushShock™ Movement

Sources: Heart Disease and Stroke Statistics—2017 Update. A Report from the American Heart Association. © 2017 Sudden Cardiac Arrest Foundation. All rights reserved.

## **CALIFORNIA State Law on Concussions**

### **HEALTH AND SAFETY CODE – HSC**

### **DIVISION 106. PERSONAL HEALTH CARE (INCLUDING MATERNAL, CHILD, AND ADOLESCENT) [123100 - 125850]**

*( Division 106 added by Stats. 1995, Ch. 415, Sec. 8. )*

### **PART 2. MATERNAL, CHILD, AND ADOLESCENT HEALTH [123225 - 124250]**

*( Part 2 added by Stats. 1995, Ch. 415, Sec. 8. )*

### **CHAPTER 4. Adolescent Health [124175 - 124260]**

*( Chapter 4 added by Stats. 1995, Ch. 415, Sec. 8. )*

### **ARTICLE 2.5. Youth Sports Concussion and Sudden Cardiac Arrest Prevention Protocols [124235 - 124236]**

(a) A youth sports organization that elects to offer an athletic program shall comply with all of the following:

(1) (A) An athlete who is suspected of sustaining a concussion or other head injury, or who has passed out or fainted, in an athletic activity shall be immediately removed from the athletic activity for the remainder of the day, and shall not be permitted to return to any athletic activity until the athlete is evaluated by a licensed healthcare provider. The athlete shall not be permitted to return to athletic activity until the athlete receives written clearance to return to athletic activity from a licensed healthcare provider. If the licensed healthcare provider determines that the athlete sustained a concussion or other head injury, the athlete shall also complete a graduated return-to-play protocol of no less than seven days in duration under the supervision of a licensed healthcare provider.

(B) 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 followup testing until the athlete is cleared to play.

(2) 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.

(3) (A) 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.

(B) If the athlete is six years of age or younger, only the signature of the athlete's parent or guardian shall be required to comply with this paragraph. If the athlete is 18 years of age or older, only the signature of the athlete shall be required to comply with this paragraph.

(C) The information sheet may be sent and returned through an electronic medium including, but not necessarily limited to, fax or electronic mail.

(4) 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.

(5) The youth sports organization shall require both of the following:

(A) 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.

(B) The youth sports organization shall post related information, as referenced in paragraph (4), online, or provide educational materials to athletes and parents, or both.

(6) The youth sports organization shall identify both of the following:

(A) Procedures to ensure compliance with the requirements for providing concussion and head injury and sudden cardiac arrest prevention education and a concussion and head injury and sudden cardiac arrest prevention information sheet, as referenced in paragraphs (3) to (5), inclusive.

(B) Procedures to ensure compliance with the athlete removal provisions and the return-to-play protocol required pursuant to paragraph (1).

(b) As used in this article, all of the following shall apply:

(1) "Concussion and head injury education and educational materials" and a "concussion and head injury information sheet" shall, at a minimum, include information relating to all of the following:

(A) Head injuries and their potential consequences.

(B) The signs and symptoms of a concussion.

(C) Best practices for removal of an athlete from an athletic activity after a suspected concussion.

(D) Steps for returning an athlete to school and athletic activity after a concussion or head injury.

(2) "Licensed healthcare provider" means either of the following:

(A) A licensed healthcare provider who is trained in the evaluation and management of concussions and is acting within the scope of the provider's practice for evaluation and management of concussions or other head injuries.

(B) A licensed healthcare provider who is trained in the evaluation and management of cardiac conditions and is acting within the scope of that provider's practice for evaluation and management of sudden cardiac arrest, fainting, and shortness of breath.

(3) "Sudden cardiac arrest prevention education and educational materials" and a "sudden cardiac arrest information sheet" shall, at a minimum, include information relating to all of the following:

(A) Cardiac conditions and their potential consequences.

(B) The signs and symptoms of sudden cardiac arrest.

(C) Best practices for removal of an athlete from an athletic activity after fainting or a suspected cardiac condition is observed.

(D) Steps for returning an athlete to an athletic activity after the athlete faints or experiences a cardiac condition.

(E) What to do in the event of a cardiac emergency: this shall include calling 911, performing hands-only CPR, and using an automated external defibrillator (AED) if it is available.

(4) "Youth sports organization" means an organization, business, nonprofit entity, or a local governmental agency that sponsors or conducts amateur sports competitions, training, camps, or clubs in which persons 17 years of age or younger participate.

(c) This section shall apply to all persons participating in the activities of a youth sports organization, irrespective of their ages. This section shall not be construed to prohibit a youth sports organization, or any other appropriate entity, from adopting and enforcing rules intended to provide a higher standard of safety for athletes than the standard established under this section.

*(Amended by Stats. 2019, Ch. 174, Sec. 2. (AB 379) Effective January 1, 2020.)*

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**California law mandates Sudden Cardiac Arrest Prevention training for school and community youth sports coaches, officials and administrators.**



## **FCLL TRAINING REQUIREMENTS FOR ALL VOLUNTEERS**

### **HEADS UP CONCUSSION TRAINING**

All managers and volunteers are required to take the Concussion Training at the following link:

<https://www.train.org/cdctrain/course/1089818/>

### **ABUSE AWARENESS FOR ADULTS**

All managers and volunteers are required to take the Abuse Awareness for Adults at the following link:

<https://usabmobilecoach.com/page/3532/course>

### **SUDDEN CARDIAC ARREST**

All managers and volunteers are required to take the sudden cardiac arrest training at the following link:

<https://epsavealife.org/sca-prevention-training/>

## **TRAINING CLASSES DUE 02/15/2022 !!**

ONCE COMPLETED EMAIL CERTIFICATES TO: SAFETY@FCLL.INFO

\*\*RETURNING MANAGERS PLEASE EMAIL CERTIFICATES FROM PREVIOUS SEASON\*\*

## Fontana Community Little League Graded Symptom Scale Checklist

Evaluate all signs and symptoms, ranking each on a scale of 0-6. Establish baseline score prior to the start of the athletic season. After a concussive injury, re-assess the athlete for each symptom. Add columns and compare to baseline score. Only consider return to activity if scores are comparable to baseline score. Continue testing every 2-3 days if symptoms do not resolve. Use with SAC and/or BESS to determine appropriate time for return to play.

	None		Moderate			Severe	
Score According to Severity	0	1	2	3	4	5	6

Symptom	Preseason Baseline	Time of Injury	24 Hours Post-Injury	Day 3 Post-Injury	Day 4 Post-Injury	Day 5 Post-Injury
Blurred Vision						
Dizziness						
Drowsiness						
Sleeping More than Usual						
Easily Distracted						
Fatigue						
Feeling "In a Fog"						
Feeling "Slowed Down"						
Headache						
Unusually Emotional						
Irritability						
Loss of Consciousness						
Loss of Orientation						
Memory Problems						
Nauseous						
Nervousness						
Personality Changes						
Poor Balance/Coordination						
Ringing in the Ears						
Sadness						
Seeing Stars						
Sensitivity to Light						
Sensitivity to Noise						
Sleep Disturbances						
Vacant Stares/Glassy Eyes						
Vomiting						
<b>TOTAL SYMPTOM SCORE:</b>						

## Fontana Community Little League Concussion Information Sheet Spring 2022

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### Why am I getting this information sheet?

You are receiving this information sheet about concussion because of California Assembly Bill 2007 (2016), which added Youth Sports Organization Concussion Protocol to Chapter 4 of Part 2 of Division 106 of the Health and Safety Code:

1. The law requires a youth athlete who may have a concussion during a practice or game to be removed from the activity for the remainder of the day.
2. Any athlete removed for this reason must receive a written note from a medical doctor trained in the management of concussion before returning to the activity.
3. Before an athlete can start the season and begin practice in a sport, a concussion information sheet must be signed and returned to the local league by the athlete and their parent/guardian.

### What is a concussion and how would I recognize one?

A concussion is a kind of brain injury. It can be caused by a bump or hit to the head, or by a blow to another part of the body with the force that shakes the head. Concussions can appear in any sport, and can look differently in each person.

Most concussions get better with rest and over 90% of athletes fully recover. However, all concussions should be considered serious. If not recognized and managed the right way, they may result in problems including brain damage and even death.

Most concussions occur without being knocked out. Signs and symptoms of concussion (see back of this page) may show up right after the injury or can take hours to appear. If your child reports any symptoms of concussion or if you notice some symptoms and signs, seek medical evaluation from your team's athletic trainer and a medical doctor trained in the evaluation and management of concussion. If your child is vomiting, has a severe headache, or is having difficulty staying awake or answering simple questions, call 911 to take him or her immediately to the emergency department of your local hospital.

Our league has a **Graded Concussion Symptom Checklist**. If your child or you fills this out after having had a concussion, it helps the doctor, athletic trainer or coach understand how he or she is feeling and hopefully shows improvement. We ask that you have your child fill out the checklist at the start of the season even before a concussion has occurred so that we can understand if some symptoms such as headache might be a part of his or her everyday life. We call this a "baseline" so that we know what symptoms are normal and common for your child. Keep a copy for your records, and turn in the original. If a concussion occurs, he or she should fill out this checklist daily. This Graded Symptom Checklist provides a list of symptoms to compare over time to make sure the athlete is recovering from the concussion.

### What can happen if my child keeps playing with concussion symptoms or returns too soon after getting a concussion?

Athletes with the signs and symptoms of concussion should be removed from play immediately. There is NO same day return to play for a youth with a suspected concussion. Youth athletes may take more time to recover from concussion and are more prone to long-term serious problems from a concussion.

Even though a traditional brain scan (e.g., MRI or CT) may be "normal", the brain has still been injured. Animal and human research studies show that a second blow before the brain has recovered can result in serious damage to the brain. If your athlete suffers another concussion before completely recovering from the first one, this can lead to prolonged recovery (weeks to months), or even to severe brain swelling (Second Impact Syndrome) with devastating consequences.

There is an increasing concern that head impact exposure and recurrent concussions may contribute to long-term neurological problems. One goal of this concussion program is to prevent a too early return to play so that serious brain damage can be prevented.

Signs observed by teammates, parents and coaches include:	
<ul style="list-style-type: none"> <li>• Looks dizzy</li> <li>• Looks spaced out</li> <li>• Confused about plays</li> <li>• Forgets plays</li> <li>• Is unsure of game, score, or opponent</li> <li>• Moves clumsily or awkwardly</li> <li>• Answers questions slowly</li> </ul>	<ul style="list-style-type: none"> <li>• Slurred speech</li> <li>• Shows a change in personality or way of acting</li> <li>• Can't recall events before or after the injury</li> <li>• Seizure or has a fit</li> <li>• Any change in typical behavior or personality</li> <li>• Passes out</li> </ul>

Symptoms may include one or more of the following:	
<ul style="list-style-type: none"> <li>• Headaches</li> <li>• "Pressure in head"</li> <li>• Nausea or throws up</li> <li>• Neck pain</li> <li>• Has trouble standing or walking</li> <li>• Blurred, double or fuzzy vision</li> <li>• Bothered by light or noise</li> <li>• Feeling sluggish or slowed down</li> <li>• Feeling foggy or groggy</li> <li>• Drowsiness</li> <li>• Change in sleep patterns</li> </ul>	<ul style="list-style-type: none"> <li>• Loss of memory</li> <li>• "Don't feel right"</li> <li>• Tired or low energy</li> <li>• Sadness</li> <li>• Nervousness or feeling on edge</li> <li>• Irritability</li> <li>• More emotional</li> <li>• Confused</li> <li>• Concentration or memory problems</li> <li>• Repeating the same question or comment</li> </ul>

#### How is Return to Play (RTP) determined?

Concussion symptoms should be completely gone before returning to competition. A RTP progression involves a gradual, step-wise increase in physical effort, sports-specific activities and the risk for contact. If symptoms occur with activity, the progression should be stopped. If there are no symptoms the next day, exercise can be restarted at the previous stage.

RTP after concussion should occur only with medical clearance from a medical doctor trained in the evaluation and management of concussions, and a step-wise progression program monitored by an athletic trainer, coach, or other identified school administrator. Please see [cflstate.org](http://cflstate.org) for a graduated return to play plan. [AB 2007, a California state law effective 1/1/17, states that return to play (i.e., full competition) must be no sooner than 7 days after the concussion diagnosis has been made by a physician.]

#### References:

- American Medical Society for Sports Medicine position statement: concussion in sport (2013)
- Consensus statement on concussion in sport: the 4th International Conference on Concussion in Sport held in Zurich, November 2012
- <http://www.cdcp.gov/concussion/HeadUp/youth.html>

### Final Thoughts for Parents and Guardians:

It is well known that athletes will often not talk about signs of concussions, which is why this information sheet is so important to review with them. Teach your child to tell the coaching staff if her or she experiences such symptoms, or if her or she suspects that a teammate has had a concussion. You should also feel comfortable talking to the coaches or administrators about possible concussion signs and symptoms that you may be seeing in your child.

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*You are receiving this information sheet about concussion because of California Assembly Bill 2007 (2016), which added Youth Sports Organization Concussion Protocol to Chapter 4 of Part 2 of Division 106 of the Health and Safety Code:*

- 1. The law requires a youth athlete who may have a concussion during a practice or game to be removed from the activity for the remainder of the day.*
- 2. Any athlete removed for this reason must receive a written note from a medical doctor trained in the management of concussion before returning to the activity.*
- 3. Before an athlete can start the season and begin practice in a sport, a concussion information sheet must be signed and returned to the local league by the athlete and their parent/guardian.*

For current and up-to-date information on concussions you can visit:

<http://www.cdc.gov/concussion/HeadsUp/youth.html> .

I acknowledge that I have received and read the Fontana Community Little League Concussion Information Sheet.

\_\_\_\_\_  
Parent/Guardian Name (Printed)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Players Name

### References:

- American Medical Society for Sports Medicine position statement: concussion in sport (2013)
- Consensus statement on concussion in sport: the 4th International Conference on Concussion in Sport held in Zurich, November 2012
- <http://www.cdc.gov/concussion/HeadsUp/youth.html>

# Best Practices on Organizing, Playing, And Watching Little League® Baseball and Softball During the Coronavirus Pandemic

Since COVID-19 was declared a pandemic in March 2020, there have been unfathomable impacts to our families, communities, and lives. For millions of people, Little League® is where their community comes alive, and returning to the baseball and softball field has provided positive, meaningful opportunities throughout this difficult era.

As volunteers look to operate their local Little League programs around the world, Little League International strongly encourages you to take the following into consideration:

- It is highly encouraged that each league and district adheres to the guidelines set forth by their respective state and local government and health officials in terms of public gatherings, organized youth sports, and sporting events when determining how and when to return to Little League activities. Leagues should contact their state and local health authority and other municipalities for guidance prior to resuming any Little League activities.
- In the event that a local league would like to consider additional requirements for its players, volunteers, and fans (for example: mandating masking for all participants, requiring vaccines to volunteer or play, etc.), these items should be carefully considered and voted on by the Board of Directors, and then communicated to all league members. Leagues are also strongly encouraged to include their COVID-19 mitigation plan in their annual A Safety Awareness Program (ASAP) Plan. Please note that Little League International is not requiring local Little League programs to adopt additional mitigation efforts outside of any respective requirements from state and local government and health officials. Little League International strongly encourages leagues, families, and volunteers to make every effort to follow the recommendations from the CDC, World Health Organization, and state and local health officials, including vaccination, to help mitigate the spread of COVID-19.
- District Administrators and District Staff should work with all their leagues to understand and communicate COVID-19 mitigation efforts, especially for leagues who participate in interleague play, combined teams, District Travel, and the International Tournament, so that league personnel (administrators, coaches, parents, etc.) understand any differences in mitigation guidelines at different leagues throughout the season.

## Member Communication:

- Local leagues should disseminate information to all families, volunteers, and spectators about the Coronavirus risk and the efforts your league will be undertaking to mitigate those risks, as outlined above. Information should be disseminated by way of email, league website, social media, coach talks, and public announcements.

Designate a league board representative to be responsible for COVID19 concerns (e.g. Safety Officer).

## Post Information to Promote Everyday Preventive Actions:

- Leagues should display posters and signs throughout the park to frequently remind visitors to take steps to prevent the spread of COVID-19. These messages may include information about:
  - **Staying home if you are sick or do not feel well, and what to do if you're sick or feel ill.**
  - **Using social distancing and maintaining at least six feet between individuals in all areas of the park.**
  - [The CDC has downloadable resources available to post at public places; and leagues are encouraged to utilize additional resources from their state or local authorities.](#)

## Concession Stands:

- Leagues should follow local and/or state guidance when considering operating food or concession sales.
- Leagues opting to operate food and/or concession sales should also review and understand the CDC's guidelines.

For leagues not operating a concession stand, families are encouraged to bring their own food/beverages.

# KEEP THEM HYDRATED, KEEP THEM SAFE

## 5 TIPS TO HELP ATHLETES STAY HYDRATED

1

### KEEP HYDRATION TOP OF MIND

- Remind athletes to check their urine color before practice. If it's the color of pale lemonade, that's a sign of being hydrated.
- Take weather into account and give athletes opportunities to drink during practice.
- Teach athletes to pay attention to how they feel, including their thirst and energy levels.

2

### KEEP FLUID LEVELS UP

- Athletes should drink enough fluid to maintain hydration without over-drinking.
- Flavored, cold, lightly salted sports drinks like Gatorade® Thirst Quencher are important, because sodium helps maintain the athlete's desire to drink and retain the fluid consumed.

3

### KEEP THE BODY COOL

- Remind athletes to drink cool fluids to help maintain their body temperature.
- If your athletes experience heat illness, help them lower their body temperature by lying in a cool place with their legs elevated, applying cool, wet towels to their body and drinking cool fluids.

4

### KEEP HYDRATED BEFORE, DURING AND AFTER ACTIVITY

- Athletes need to think about their entire athletic schedule when it comes to fueling (not just when they are competing).
- Encourage them to drink plenty of fluids throughout the day to replace the fluids lost through sweat.

5

### KEEP A RECOVERY SCHEDULE

- Rest and recovery are an essential part of avoiding heat illness.
- Ensure your athletes have time for breaks during practices.
- Encourage athletes to get 6-8 hours of sleep each night in a cool environment if possible.

#### THE EFFECTS OF DEHYDRATION:

DECREASED PERFORMANCE  
DECREASED MENTAL FUNCTION  
DECREASED MOTOR SKILLS  
DECREASED FLUID ABSORPTION  
DECREASED TOLERANCE TO HEAT

#### THE SYMPTOMS OF DEHYDRATION:

NAUSEA	LIGHT-HEADEDNESS
HEADACHE	VOMITING
WEAKNESS	FAINTING
FATIGUE / EXHAUSTION	
LOSS OF MUSCLE COORDINATION / DECREASED PERFORMANCE	
POOR CONCENTRATION / ALTERED MENTAL STATUS	

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THE SPORTS FUEL COMPANY

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## USA BASEBALL SAFESPORT

USA Baseball is passionate about raising awareness of the [SafeSport](#) initiative and providing our athletes unparalleled development and competitive opportunity in a safe environment.

The [U.S. Center for SafeSport](#) is a 501(c)(3) non-profit focused on preventing physical, emotional and sexual abuse in sport. The Center, initially chartered by the U.S. Olympic Committee, is an independent organization with a nine-member board of directors, including subject-matter experts in abuse prevention, child abuse and sexual assault investigation, ethics compliance and sport administration.

For more information, visit [SafeSport](#).

### Athlete Safety Policy

USA Baseball's [Athlete Safety Policy](#) for covered individuals can be found [here](#). USA Baseball's covered individuals include: staff, board of directors, board committees, task force, contracted staff, coaches, scouts, certified athletic trainers and athletes selected for employment or participating in the training and competition under the auspices of USA Baseball.

### Ineligible List

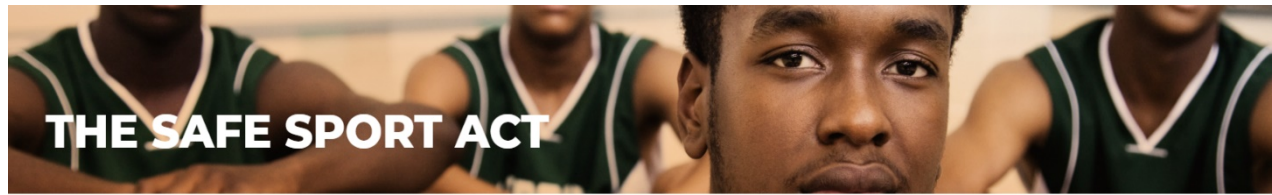
USA Baseball maintains a list of individuals who are ineligible to participate with USA Baseball at this time. We encourage amateur baseball organizations to cross-check this list when performing due diligence on potential volunteers or employees. In addition, organizations should perform their own background checks with their own disqualifying factors. This list is updated regularly, and can be found [here](#).

### Report Abuse

If you need to report an incident involving emotional, physical or sexual abuse, please click [here](#) to do so. Please note, that you may report anonymously, but anonymous reporting may make it difficult for USA Baseball to investigate or properly address allegations. If you are submitting a report please be as accurate and as thorough as possible.

### Pure Baseball

For more information on what USA Baseball is doing to make baseball a safe environment for kids across the country, visit [PureBaseball.org](#).



## OUR RESPONSIBILITY TO SERVE ALL ATHLETES

The U.S. Congress designated the U.S. Center for SafeSport with the authority to respond to reports of sexual misconduct within the U.S. Olympic & Paralympic Committee by passing the Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017. This legislation also known as S.534, designates the Center to serve as the *independent*

Through this legislation, the Center has the exclusive authority to respond to allegations of sexual abuse and sexual misconduct within the U.S. Olympic & Paralympic Committee. It also allows the Center to have discretionary jurisdiction on a case-by-case basis over any other forms of misconduct, including bullying, harassment, and physical and emotional



CFS

ABOUT US

ADOPTIONS

FOSTER PARENTS

### Children and Family Services

## Reporting Child Abuse or Neglect



Children and Family Services

(800) 827-8724

## Report Child Abuse or Neglect

Para Reportar El Abuso de Niño Marque 800-827-8724

### Reporting Options by Phone

Hotline: (800) 827-8724  
Hotline (local): (909) 384-9233  
Dial: **211**  
or  
Call your local Police Department  
(If the situation is urgent dial: **911**)



Mandated Reporters Please Fax Completed "Suspected Child Abuse Form" to:  
Attention: Child Abuse Hotline  
(909) 891-3545 or (909)891-3560

Suspected Child Abuse Reporting Form: [https://oag.ca.gov/sites/all/files/agweb/pdfs/childabuse/ss\\_8572.pdf?](https://oag.ca.gov/sites/all/files/agweb/pdfs/childabuse/ss_8572.pdf?)

# Coaches Code of Conduct

## CODE OF CONDUCT – Coaches are Role Models



**Speed Limit 5 mph** in roadways and parking lots while attending any Fontana Community Little League function. Watch for small children around parked cars.

**No Alcohol** allowed in any parking lot, field, or common areas within the Fontana Community Little League complex.

**No SMOKING or Tobacco products** of any kind (including spit tobacco) allowed in any common areas within the Fontana Community Little League complex.

**No Playing in parking lots** at any time.

**No Playing on and around lawn/maintenance equipment.**

**No Profanity** allowed in any parking lot, field, or common areas within the Fontana Community Little League complex.

**No Swinging Bats** or throwing baseballs at any time within the walkways and common areas of the Little League complex.

**No throwing balls against dugouts** or against backstop.

**No throwing rocks** and no climbing fences.

**Observe all posted signs.** Players and spectators should be alert at all times for Foul Balls and Errant Throws.

During game, players must remain in the dugout area in an orderly fashion at all times.

After each game, each team must clean up trash in dugout and around stands.

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.

**No children under age of 14** are to be permitted in the Snack Bars.

Failure to comply with the above may result in expulsion from the Fontana Community Little League Field.



# Don't Swing It

**...Until You're Up to the Plate!**



(Photos from North Scott, Iowa, Little League)

**Don't let this happen to you, or to a teammate.**

**REMEMBER:**

**Don't pick up your bat until you leave the dugout, to approach the plate.**

**RULE 1.08, Notes**

"1. The on-deck position is not permitted in Tee Ball, Minor League or Little League (Majors) Division. 2. Only the first batter of each half-inning will be allowed outside the dugout between the half-innings in Tee Ball, Minor League or Little League (Majors) Division."

## **COMMUNICABLE DISEASE PROCEDURES**

While risk of one athlete infecting another with HIV/AIDS during competition is close to non-existent, there is a remote risk that other blood born infectious diseases can be transmitted. For example, Hepatitis B can be present in blood as well as in other body fluids. Procedures for reducing the potential for transmission of these infectious agents should include, but not be limited to, the following:

1. The bleeding must be stopped, the open wound covered and if there is an excessive amount of blood on the uniform it must be changed before the athlete may participate.
2. Routine use of gloves or other precautions to prevent skin and mucous-membrane exposure when contact with blood or other body fluids is anticipated.
3. Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other body fluids. Wash hands immediately after removing gloves.
4. Clean all contaminated surfaces and equipment with an appropriate disinfectant before competition resumes.
5. Practice proper disposal procedures to prevent injuries caused by needles, scalpels and other sharp instruments or devices.
6. Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be available for use.
7. Athletic trainers/coaches with bleeding or oozing skin conditions should refrain from all direct athletic care until the condition resolves.
8. Contaminated towels should be properly disposed of/disinfected.
9. Follow acceptable guidelines in the immediate control of bleeding and when handling bloody dressings, mouthguards and other articles containing body fluids.

Additional information is available from your state high school association and from the National Federation TARGET program.

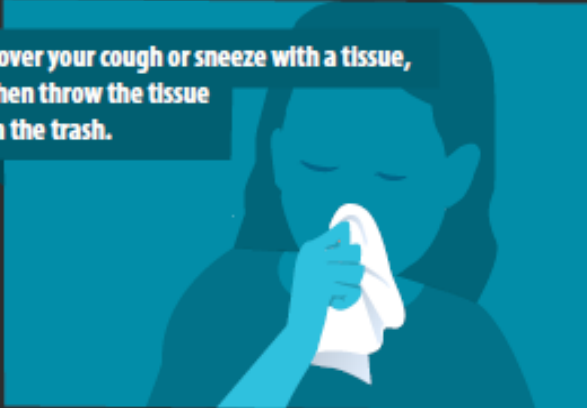
# STOP THE SPREAD OF GERMS

Help prevent the spread of respiratory diseases like COVID-19.

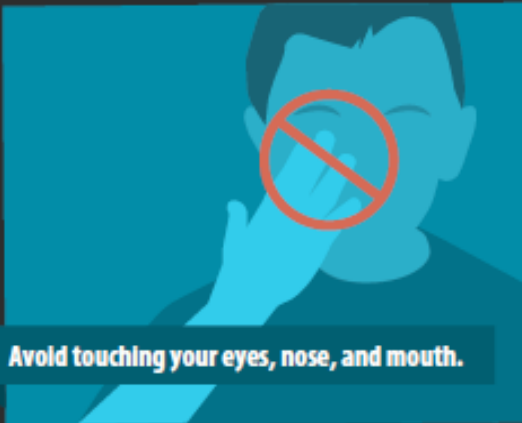
Avoid close contact with people who are sick.



Cover your cough or sneeze with a tissue,  
then throw the tissue  
in the trash.



Avoid touching your eyes, nose, and mouth.



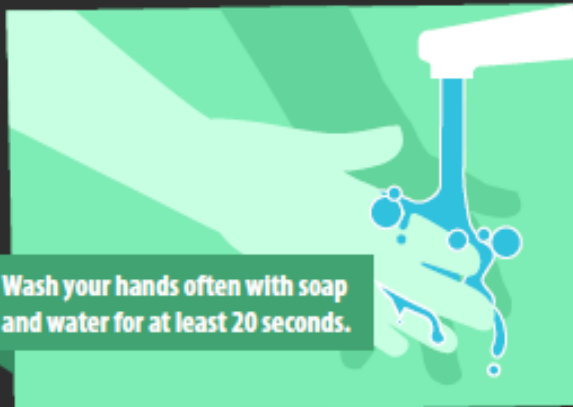
Clean and disinfect frequently  
touched objects and surfaces.



Stay home when you are sick,  
except to get medical care.



Wash your hands often with soap  
and water for at least 20 seconds.



For more information: [www.cdc.gov/COVID19](http://www.cdc.gov/COVID19)

CS314915-A



Dear Youth Batting Helmet Manufacturer,

As the popularity of face protectors (c-flap, etc.) increases throughout baseball and softball, Little League® International has begun to receive inquiries from our families, players, and volunteers as to whether or not they're permitted in Little League play.

The safety of all our participants is our utmost concern, and, like the vast majority of youth organizations, Little League requires our batters to wear helmets that meet National Operating Committee on Standards for Athletic Equipment (NOCSAE) specifications and bear the NOCSAE stamp. As face protectors, like the "c-flap," are additions to a helmet, which require for holes to be drilled in most helmets to affix protector, Little League International contacted NOCSAE for guidance. On May 8, 2018, [NOCSAE issued a release](#), which includes the following information:

*Products designed to be added to previously certified helmets for baseball, softball, football, lacrosse and other sports are being marketed and sold to consumers. Whether intended to be general improvements or expansions of the helmet's protective coverage or ability, or to collect impact data, the addition of such products to a helmet previously certified as meeting the appropriate NOCSAE standard will make the certification voidable by the helmet manufacturer. Such additions to the helmet create a new and untested model, as defined in the NOCSAE standards.*

*For many years NOCSAE standards have defined a helmet model as a helmet "intended to be identical in every way, except for size." Any changes, additions or alterations of the model, except for size or color or graphics, even if made by the original manufacturer, requires that a new model name be created, and a separate certification testing data for that new model.*

- *NOCSAE, itself, does not certify any product, it does not "approve" or "disapprove" of any product, and has no authority to grant exemptions or waivers to the requirements imposed by the standards it writes.*
- *The addition of an item(s) to a helmet previously certified without the item(s) creates a new untested model. Whether the add-on product improves the performance or not, the helmet model with the add-on product is no longer "identical in every aspect" to the one originally certified by the manufacturer.*
- *When this happens, the helmet manufacturer has the right, under the NOCSAE standards, to declare its certification void. It may elect to allow the certification to remain unaffected, or it may also decide to engage in additional certification testing of the new model and certify the new model with the add-on product, but it is not required to do so.*

With this guidance, Little League International is asking you, as a youth helmet manufacturer, for guidance on whether or not the addition of a face protector, including the "c-flap" or similar product, will void the NOCSAE certification on any or all of the youth batting helmets your company currently sells or that may be in use by Little League players.

Little League International greatly appreciates your prompt reply, as this matter is of utmost importance to our parents, volunteers, and players.



Until we receive your response, we are encouraging parents and coaches to contact manufacturers directly to verify if their players' helmets will retain their NOCSAE certification, and, that they must produce that notice from you, the manufacturer, prior to use in any and all Little League-related activity. Without manufacturer-approval, Little League International will follow the advisement that *"the addition of such products to a helmet previously certified as meeting the appropriate NOCSAE standard will make the certification voidable by the helmet manufacturer,"* and helmets with a face protector will not be permitted for Little League-use. Little League International will encourage anyone wishing to have additional face protection to use a helmet with a full faceguard that is NOCSAE certified.

We intend to share this letter with all our constituents, as well as all manufacturer responses, on [LittleLeague.org/HelmetAdditions](http://LittleLeague.org/HelmetAdditions) and through Little League's social media and email channels, to better inform our Little League community as to whether or not your helmets still meet NOCSAE standards if a face protector, such as a "c-flap," has been added to them, and therefore approved for Little League-use.

Thank you again for your attention to this matter, and we look forward to your reply.

Sincerely,

A handwritten signature in black ink, appearing to read "P. Wilson".

Patrick Wilson

Senior Vice President, Little League Baseball and Softball



Dear California District and League Officers,

As a Little League® volunteer in California, we want to share an important update regarding a new state law to protect children from sexual abuse in youth organizations, including Little League. California passed a new legislative bill, [Assembly Bill No. 506](#), that requires a fingerprint-based background check and child abuse and neglect reporting training for individuals who volunteer more than 16 hours a month or 32 hours a year; which, for Little League, includes coaches, managers, board members, umpires, etc.

The bill requires organizations to have policies to ensure that regular volunteers are reporting suspected incidents of child abuse. It also requires the presence of at least two mandated reporters when interacting with children. This law will go into effect statewide on January 1, 2022. Fortunately, Little League International has the [Child Protection Program](#) that must be followed by all Little League programs and volunteers are already considered mandated reporters due to the [SafeSport law enacted in 2018](#).

## What Leagues Need to Know:

The new background check requirement by the state is pursuant to [Section 1105.3](#), which is a California Department of Justice State fingerprint check through [Live Scan locations](#). This background check does not replace the required [Little League background check](#), which is a search of the National Criminal database, National Sex Offender Registry, U.S. Center for SafeSport Centralized Disciplinary Database, and the Little League International Ineligible List. Local Little League volunteers must conduct training for child abuse and neglect reporting training. Leagues can utilize the USA Baseball training, which is free to all volunteers: [Abuse Awareness for Adults](#).

## What Leagues Need to Do:

A Little League-appointed board member must oversee the background check process for the league, including the new requirements under California law. Below is a breakdown of the California background check process which includes the application process to acquire an Originating Agency Identifier (ORI) code:

- Complete the [California Department of Justice Application for Authorization Pursuant to Penal Code Section 11105.3](#) (Youth Organizations-Human Resource Agencies).
  - For this application, you will need your local Little League's proof of non-profit status. Local Little Leagues that cannot show proof of their non-profit status may incur additional fees.
- Mail the completed application to the California Department of Justice Applicant Information and Certification Program (address is listed on the application).
- Your league will receive an ORI code which will identify your organization when the volunteer completes the fingerprint process.
- The league must provide the ORI code to volunteers to complete the fingerprint process through [Live Scan](#).

Leagues cannot request fingerprints until they receive the ORI code and authorization from the California Department of Justice.

## What Volunteers Need to Know:

Volunteers will be required to go through this process for each league and/or other non-profit they volunteer for; therefore, it is strictly prohibited to share the fingerprint background check results with other local Little Leagues or other non-profits.

- Request an ORI number from the local Little League.
  - A league volunteer must use the correct ORI code for their local Little League.
- Select a [Live Scan location](#) to conduct the fingerprints.
- Complete the included form [8016- Request for Live Scan Services](#) either online or bring the completed form with you to the Live Scan location.

The fingerprint background check can cost from \$15 to \$70 depending on the Live Scan location. The local Little League volunteer would be responsible for the fingerprint background check cost.

If leagues have questions about the new California legislation or the Little League background check process, they can contact Little League International's Security Manager at [SMahaffey@LittleLeague.org](mailto:SMahaffey@LittleLeague.org).

Little League has included supplement documents throughout the email that can assist the local Little League board and volunteers through this new background check process. These links are indicated in **red** throughout the email.

Sincerely,

**Samantha Mahaffey**

Security Manager, Little League International



This email was sent by: **Little League International**  
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