



Belleuve Thunderbird Little League



2018 SAFETY PLAN

For

Managers and Coaches





Bellevue Thunderbird Little League

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The BTLL Safety Officer's responsibilities:

- Seasonal review of the existing Safety Plan with the goal of updating and improving its content. The Safety Officer is encouraged to research the Little League ASAP website, as well as Safety Plans of other Little Leagues nationwide to gather safety related ideas that might benefit BTLL.
- Submit updated Safety Plan to Little League for approval by the start of each season, with a copy to District 9
- Distribute hard copies of Safety Plan to necessary BTLL staff (managers, coaches, etc.), and post onto BTLL website
- Ensure there is a link on the BTLL website to the online Little League ASAP newsletter
- Submit to the League Treasurer a budget that will allow BTLL to implement its Safety Plan
- Conduct a pre-season Safety Clinic for managers and coaches
- Ensure that each team receives the Safety Manual and instruction on the location of first aid kits at the beginning of the season
- Make spot checks at practices and games to make sure all managers can locate the first aid kits and Safety Manuals
- Check fields with managers and list areas needing attention
- Act immediately to resolve unsafe or hazardous conditions once brought to attention
- Re-stock first aid kits as needed
- Assist parents and individuals with insurance claims and act as a liaison between the insurance company and the parents and individuals
- Explain insurance benefits to claimants and assist them with the filing of the correct paperwork
- Perform the following duties, and communicate Board of Directors at next meeting and seek its combined wisdom on any needed action:
 - Respond to all safety suggestions or safety concerns submitted by managers/coaches and parents
 - Maintain Safety Log to track all injuries and near misses to identify injury trends

Safety Suggestions/Concerns

Managers, Coaches and parents are encouraged to submit safety ideas, concerns and suggestions to the League Safety Officer.



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Introduction to ASAP (A Safety Awareness Program)

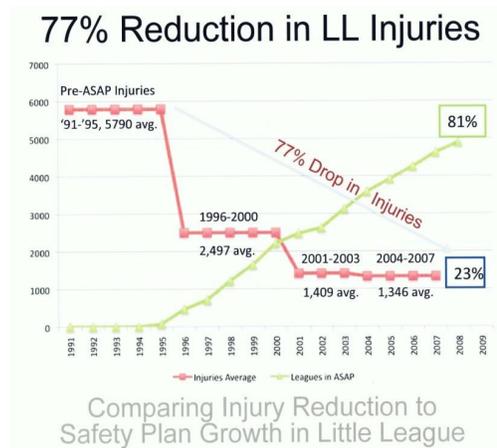


BTLL is ASAP compliant because ASAP works!

ASAP was introduced at the national level in 1995 and today operates under the mission statement:

To increase awareness of the opportunities to provide a safer environment for kids and all Little League participants.

Since 1995 there has been a 77% drop in injuries nation-wide as the number of local Little Leagues implementing ASAP grew to 81%.



In Washington State 97% of the local Little Leagues complied with ASAP during the 2008 season. District 9, which includes BTLL, has been 100% compliant for many years.

To be ASAP compliant, a qualified Safety Plan that meets the 143 minimum requirements set forth by Little League must be filed with Williamsport by the start of each season.



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Background Checks

All local Little Leagues are required to conduct background checks on managers, coaches, board of directors, members and any other persons, volunteers or hired workers, who provide regular service to the league and/or have repetitive access to, or contact with, players or teams. Individuals are also required to complete and submit a Little League Volunteer Application to their local league. Beginning in 2014, Bellevue Thunderbird Little League is collecting the Little League Volunteer Application information using an automated interface to backgroundchecks.com in order to make our clearance of volunteers faster and easier. Select from the links below to learn more about this vital aspect of Little League's mission. This information is confidential and is kept by the league for one year.

To complete your volunteer application, please do the following:

- Go to our online registration page: [Click HERE](#)
- Click the "REGISTER NOW" button at the bottom of the page
- Choose "Coaches & Volunteers" or "Officials & Umpires" depending what you're volunteering for
- Log in to your Bonzi account
- Choose the level at which you will be volunteering (multiple selections are okay if you have more than one child or if you're an umpire)
- Fill in the required information and submit

We track these volunteer applications online, and the background check is automated once individuals are reviewed. Thank you for volunteering!

Follow the links below for a pdf file that gives parents advice on how to spot a sex offender and information about Washington state sex offender registry and background check information.

[Parent's guide to the Little League Child Protections Program](#)

[Washington State Sex Offender Website](#)



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Accident Reporting Procedures

What to Report

Any incident that causes a player, manager, coach, umpire or volunteer to receive medical treatment and/or first aid must be reported to the league Safety Officer. This includes:

- Any injury that causes a player to miss any practice or game time
- Any event that has the potential to require the medical assistance of a physician for evaluation and diagnosis.

When to Report

All such incidents described above must be reported to **Ryan Mullenix**, League Safety Officer, **within 48 hours of the incident**. Fill out the league Safety "Accident Notification Form" which can be found through the "Forms and Documents" tab of the league website or at:

<https://www.secure-sam.com/www.bellevuethunderbird.com/doclib/AccidentNotificationForm.pdf>

Please submit the completed form to the Safety Officer.

Contact info:

Ryan Mullenix, (614) 843-6208, rmullenix@nbbj.com



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How the Safety Officer Processes a Safety Accident Form

Within 48 hours of receiving the incident report, the Safety Officer will contact the injured party or the party's parents and:

- Verify the information received, and
- Obtain any other information deemed necessary, and
- Check on the status of the injured party, and
- In the event that the injured party required other medical treatment (i.e. Emergency Room visit, doctor's visit, etc.) advise the parent or guardian of Bellevue Thunderbird Little League's insurance coverage and the provisions for submitting any claims for reimbursement, and
- Enter the injury report into the BTLL safety database **within 20 days of the incident**, and
- Forward the completed form directly to Little League Headquarters, with a copy to the WA District 9 Administrator, and
- To the extent the injury is more than minor in nature, periodically call or otherwise contact the injured party or party's family to check on the status of any injuries and to check if any other assistance is necessary such as submission of insurance forms, etc. until such a time as the incident is considered "closed" (i.e. no further claims are expected and/or the individual is participating in the league again).

Returning to Play Following Injury or Illness

According to Little League Baseball International Regulation III (D) for all levels of baseball and softball: "When a player misses more than seven (7) continuous days of participation for an illness or injury, the team Manager must receive written permission given by a physician or other medical provider for a return to full baseball/softball activity."



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When Injuries Happen: Important Dos and Don'ts

Do:

- Reassure and aid children who are injured, frightened, or lost
- Provide, or assist in obtaining medical attention for those who require it
- Know your limitations
- Know the location of the first aid kit at all fields where you have games and practices
- Assist those who require medical attention, and when administering aid remember to:
 - **LOOK** for signs of injury (blood, black-and-blue deformity of the joint, etc.)
 - **LISTEN** to the injured to describe what happened and what hurts if conscious. Before questioning, you may have to calm and soothe an excited child.
 - **FEEL** gently and carefully for signs of swelling or grating of broken bone.
- Have players' Medical Clearance Forms with you at all games and practices.
- Make arrangements to have a cell phone available when your game or practice is at a facility that does not have any public phones.

Don't:

- Practice or play without signed medical release forms available for each player in case of emergency to enable immediate treatment in the absence of a parent or guardian.
- Administer any medications (except for a participant-provided EpiPen for addressing an emergency allergy situation that cannot be timely addressed by parent or certified emergency personnel).
- Provide any food or beverages (other than water).
- Hesitate in giving aid when needed.
- Be afraid to ask for help if you're not sure of the proper procedures (i.e. first aid, CPR, etc.)
- Transport injured individuals except in extreme emergencies.
- Leave an unattended child at a practice or game.
- Hesitate to report any present or potential safety hazard to the Safety Officer immediately.
- Be alone with a child not your own, but instead always have your child at least and another parent or coach stay until the child's parent arrives.



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Lystedt Law: Head Injuries and Concussions

In 2009, Washington State became the first state to enact a law requiring youth sports organizations to adopt policies for the management of concussions and head injuries. Named for Zachery Lystedt who suffered a head injury playing youth football, the law requires BTLL to take a number of steps to maximize prevention of injury that can occur from multiple or successive head injuries and concussions. It is the policy of BTLL to follow the [Lystedt Law](#).

In summary, the law requires the following:

- That BTLL educate managers, coaches, players and parents of the nature and risk of concussion and head injury. BTLL provides this education as part of its online registration system.
- That BTLL require a signed informed consent from parents and players acknowledging the risk of head injury prior to practice or games. BTLL obtains this consent in the course of online registration.
- That a player who is suspected of sustaining a concussion or head injury be removed from play. "When in doubt, sit them out."
- That a player who has been removed from play must receive a written clearance from a licensed health care provider trained in the evaluation and management of concussions, prior to returning to play. Managers, coaches and parents cannot give this evaluation or the go-ahead to return to play.

The Center for Disease Control lists the signs and symptoms of head injuries and concussions at http://www.cdc.gov/ncipc/tbi/Signs_and_Symptoms.htm. Managers, coaches and parents are expected to review these signs and symptoms and immediately remove from play any player who has been hit in the head and who displays any of the following symptoms:

- Headache or neck pain
- Light-headedness, dizziness or loss of balance
- Urge to vomit
- Difficulty remembering, concentrating or making decisions
- Slowness in thinking, speaking or acting
- Increased sensitivity to lights, sounds or distractions
- Blurred vision or eyes that tire easily
- Loss of sense of smell or taste
- Ringing in the ears



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The parent of such a player should be advised to seek medical attention right away. Getting help soon after the injury by a trained specialist may speed recovery.

Urgent Medical Assistance

For non-emergency calls, contact:

Bellevue Police Department: (425) 452-6917

King County Sheriff: (206) 296-3311

When to Call 9-1-1

If the injured person is unconscious, call 9-1-1 immediately. Sometimes a conscious victim will tell you not to call an ambulance, and you may not know what to do.

Call 9-1-1 anyway and request paramedics if the victim:

- Is or becomes unconscious
- Has trouble breathing or is breathing in a strange way
- Has chest pain or pressure
- Is bleeding severely
- Has pressure or pain in the abdomen that does not go away
- Is vomiting or passing blood
- Has seizures, a severe headache, or slurred speech
- Appears to have been poisoned
- Has injuries to the head, neck or back
- Has possible broken bones

If you have any doubt at all, call 9-1-1 and request paramedics.

Also call 9-1-1 for any of these situations:

- Fire or explosion
- Downed electrical wires
- Swiftly moving or rapidly rising water
- Presence of poisonous gas
- Vehicle Collisions
- Vehicle/Bicycle Collisions
- Victims who cannot be moved easily



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Calling 9-1-1 in any emergency or for urgent medical assistance

Stay on the line and provide information requested by the dispatcher including the location of the field or practice area you are calling from, as listed below:

Field Addresses for Emergency Dispatch (all fields are in Bellevue, WA)

| | |
|---|--------------------------------|
| Eastgate Elementary | 4255 153 rd Ave. SE |
| Eastgate Park | 14500 SE Newport Way |
| Highland Middle School | 15027 NE Bel-Red Rd |
| Highland Park | 14224 NE Bel-Red Rd |
| Lake Hills Community Park | 1200 164th Ave SE |
| Lakemont Community Park | 5170 Village Park Drive SE |
| Lewis Creek Park (Fields 1 & 2) | 5808 Lakemont Blvd. SE |
| Newport Heights Elementary (Fields 1 & 2) | 5225 119th Ave. S |
| Newport High School (All Fields) | 4333 Factoria Blvd SE |
| Newport Hills Park | 6029 120th Ave. SE |
| Puesta del Sol Elementary (Fields 1 & 2) | 3810 132nd Ave. SE |
| Ringdall/Odle Middle School Fields | 11650 SE 60th St. |
| Robinswood Park..... | 2430 148th Ave. SE |
| Somerset Elementary (Fields 1, 2 & 3)..... | 14100 Somerset Blvd SE |
| Tyee Middle School (Baseball & Multipurpose Fields) | 13630 SE Allen Rd. |
| Wilburton (Fields 1 & 2)..... | 12001 Main Street |



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Training for Managers & Coaches

To ensure that Coaches and Managers are properly equipped to coach Little League baseball/softball, Thunderbird Little League requires that each season at least one coach/manager from each team attend safety fundamentals training as well as first aid training. Coaches and Managers are required to fulfill this training requirement at least once every three years. The league keeps attendance records, and each year everyone is notified via email of their training status.

Bellevue Thunderbird Little League provides an abundance of coach training each year. The training sessions will be communicated to managers and coaches via e-mail, and the schedule is also published under the "Coach Training" link on the BTLL website at bellevuethunderbird.com.

In addition, Washington State Little League District 9 provides many supplemental training sessions of excellent quality, presented by qualified experts. BTLL will endeavor to communicate the available training to prospective managers and coaches each season. These sessions also satisfy the training requirement.



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Safety Clinic for Managers and Coaches

The Thunderbird Little League Safety Clinic for Managers and Coaches is designed to give instruction on injury prevention, first aid and proper procedures for contacting 9-1-1. This year’s safety clinic will be held on the **first Saturday of March at South Bellevue Community Center**, with insight from:

Dan Swinscoe, MPT, CSCS, Physical Therapist, of Peak Sports and Spine Physical Therapy, who will cover known risk factors for injuries in youth sports, winning vs. saving a child’s arm, proper warm up techniques, and other related topics.

A Bellevue Fire Department Representative, who will cover common first aid situation and head injuries.

Jay Terry, BTLL Board Member, who will cover the Safety Plan and the Lystedt Law governing head injuries and concussions.

Agenda:

| | | |
|-------------|-----------------------------------|------------------------------------|
| 9:30-9:35 | Welcome and Introduction | Fred Clarke, BTLL President |
| 9:35-9:55 | Overview of BTLL Safety Plan | Ryan Mullenix, BTLL Safety Officer |
| 9:55-10:30 | Injury Prevention in Youth Sports | Dan Swinscoe, MPT, CSCS |
| 10:30-11:00 | First Aid/Head Injury/Concussion | BFD Representative |
| 11:00-11:10 | Lystedt Law | Jay Terry, BTLL Board Member |



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Checklist for Managers, Coaches and Umpires

Safe Playing Areas

Regular safety inspections of all fields (practice and game), structures, and dugouts is the best way to eliminate conditions that cause accidents. Managers, coaches and umpires should routinely check playing areas for:

- Holes, damage, rough or uneven spots, slippery areas and long grass
- Glass, rocks, foreign objects
- Damage to screens or fences, including holes, sharp edges or loose edges
- Unsafe conditions around backstop, pitcher's mound or warning track
- Proper attire by the catcher at all times, including in the bullpens and in between innings

Safe Procedures

Managers and coaches must:

- Have all players' medical release forms with you at every practice and game
- Have a first aid kit with you at all practices and games
- Have access to a telephone in case of emergencies
- Know where the closest emergency shelter is in case of severe weather
- Ensure warm-up procedures have been completed by all players
- Stress the importance of paying attention (no "horseplay" allowed)
- Instruct the players on proper fundamentals of the game to ensure safe participation
- Each practice should have at least 2 coaches in case of an emergency



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Checklist for Managers, Coaches and Umpires (cont'd)

Safe Equipment

All equipment shall be inspected before each use. Regular safety inspection of equipment is essential. Managers, coaches and umpires should:

- Be sure all equipment is LL approved
- Inspect all bats, helmets and other equipment on a regular basis. Make sure throat guards on all catcher's masks work properly. Dispose of unsafe equipment properly.
- Remind all players (boys) that cup protection is mandatory
- Keep loose equipment stored properly
- Have all players remove all personal jewelry
- Encourage parents to provide safety glasses (or face guards) for players who wear glasses
- Repair or replace defective equipment

Batting Cage Rules

- Batting cage MUST be supervised by adults at all times.
- ALL participants in the batting cage MUST wear helmets.
- Protective nets MUST be used by whoever is pitching to the batter or feeding the pitching machine in the cages.
- Only one (1) batter and one (1) pitcher will be allowed in a single cage at any time.
- For insurance and liability reasons, ONLY members and participants of the Bellevue Thunderbird Little League are allowed to use the batting cage facilities.



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Approved Bats

Beginning with the 2018 season, non-wood and laminated bats used in the Little League (Majors) and below, Intermediate (50-70) Division, Junior League divisions, and Challenger division shall bear the USA Baseball logo signifying that the bat meets the USABat – USA Baseball’s Youth Bat Performance Standard. All BPF – 1.15 bats will be prohibited beginning with the 2018 season. Additionally, starting in 2018, the bat diameter shall not exceed $2\frac{5}{8}$ inches for these divisions of play. Additional information is available at LittleLeague.org/batinfo.

Little League Pitch Count Limits and Mandatory Rest Rules

In an effort to stem the alarming increase in elbow and shoulder injuries among young baseball pitchers, Little League Baseball adopted important new rules in 2007 to limit the number of pitches a pitcher can throw in a game and how much rest he must take between pitching appearances.

For more information, please read:

<http://www.littleleague.org/pitchcount/pitchpresentation.htm>

http://www.littleleague.org/assets/forms_pubs/media/pitchingregulationchanges_b_b_11-13-09.pdf



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Weather Conditions

Before Every Game:

- Check the weather forecast before leaving for a game or practice
- Watch for signs of an approaching storm
- Postpone outdoor activities if storms are imminent

Lightning and Thunderstorms

- When lightning is observed or thunder is heard, clear the field and move to a safe location immediately. Do not go under a tree or stay in the dugout.
- If lightning is occurring and there is not sturdy shelter near, get inside a hard top automobile and keep the window up
- Stay away from water, metal pipes and telephone lines
- Players may not return to the field until 30 minutes after the last lightning strike or thunder clap

If caught outdoors & no shelter exists

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

What to do if someone is struck by lightning

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



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The Thunderbird Little League safety Code has been adopted by the Board of Directors and is enforced by the Safety Officer, the League's Vice Presidents and the Player Agents. All league officers, participants, employees and volunteers are required to abide by this code.

It is the job of the Safety Officer to make any revisions to the Safety Code from year to year, as necessary.

Thunderbird Little League Safety Code

- Background Check: All 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 teams must provide the information required on the Little League Volunteer Application register as a volunteer on the Bellevue Thunderbird registration system to provide relevant information so that a background check can be performed through BackgroundChecks.com. Background checks are automated, cover all 50 states criminal and sex offender registries, and are provided through BTLL's registration system provider, Bonzi Sports. The Bellevue Thunderbird website is: <http://www.bellevuethunderbird.com>
- Responsibility for Safety procedures should be that of **ALL** adult members of the Thunderbird Little League.
- Arrangements should be made in advance of all games and practices for emergency medical services.
- Thunderbird Little League requires at least one coach/manager from each team to attend fundamentals training and first aid training. Thunderbird Little League will continue to require coaches/managers to attend at least once every three years for fundamentals training and first aid training. The league will keep attendance records. Annually, everyone will be notified via email of their training status.
- First aid kits are required at all practices and games. First-aid kits are issued to each team manager scheduled to play games "away" from Thunderbird Little League fields. All Thunderbird Little League "home" fields have equipment boxes marked "BTLL" that contain first aid kits. All managers are issued keys to access these boxes.
- No games or practices should be held when weather or field conditions are not safe, particularly when lighting is inadequate.



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- All players, managers, coaches, parents and other participants must fully comply with Washington State's Lystedt Law and BTLL's policies addressing head injuries and concussions. BTLL's policies addressing head injuries and concussions are set forth in the next section of this Safety Plan.
- Managers, coaches and umpires should inspect play area frequently for holes, damage, stones, glass and other foreign objects. This should take place before every practice or game.
- All team equipment should be stored within the team dugout, or behind screens, and not within the area defined by the umpires as "in play."
- Only players, managers, coaches, and umpires are permitted on the playing field or in the dugout during games 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, or the team's manager and coaches.
- 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 by the manager and/or coach for the condition of the equipment as well as for proper fit.
- Batters must wear Little League approved protective helmets during batting practice and games.
- Catchers must wear catcher's helmet, mask, throat guard, long model chest protector, shin guards and protective cup with athletic supporter at all times (males) for all practices and games. NO EXCEPTIONS. Managers should encourage all male players to wear protective cups and supporters for practices and games.
- The Catcher must wear catcher's helmet and mask with a throat guard in warming up pitchers. This applies between innings and in the bull-pen during a game and also during practices.
- Except when runner is returning to a base, head first slides are not permitted.
- Break-away bases must be installed and used in all practices and games. Break-away bases are located at all BTLL fields in the equipment boxes marked "BTLL" and managers and coaches are issued keys to access these boxes.
- At no time should "horse play" be permitted on the playing field.



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- Parents of players who wear glasses should be encouraged to provide “safety glasses.”
- Players must not wear watches, rings, pins or metallic items during games and practices.
- Managers and Coaches may not warm up pitchers before or during a game.
- On-deck batters are not permitted (except in the Juniors Division).
- All pre-game warm-ups should be performed within the confines of the playing field and not within areas that are frequented by, and thus, endanger spectators (i.e. playing catch, pepper, swinging bats, etc.)



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Sportsmanship

Sportsmanship is about character, values, fairness, respect for rules, personal responsibility, learning how to win and how to lose graciously, and how to control frustration and anger.

Bellevue Thunderbird Little League expects all participants, coaches, parents, and players alike to strive for the highest standards and conduct, both on and off the field. True sportsmanship develops from a spirit of respect: respect for the game, respect for oneself, respect for coaches, respect for officials, respect for teammates, and respect for opponents.

All Managers/Coaches, Parents and Players are required to adhere to the BTLL Sportsmanship Code of Conduct to further encourage good sportsmanship at all Bellevue Thunderbird Little League games and events.

Sportsmanship Code of Conduct: Manager and Coaches Code

I agree to:

- Exhibit respectful and ethical behavior and leadership and act with an awareness that young people learn best by example.
- Know the rules. Abide by and teach the rules of the game. The spirit of good Sportsmanship depends on conformance to a rule's intent as well as to the letter of a given rule.
- Respect the integrity and personality of the individual player.
- Be a positive role model and example for players and spectators to follow-refrain from arguments in front of players and spectators; no gestures which indicate an official or opposing coach does not know what he or she is doing or talking about; no throwing of any object in disgust. Do not use profanity, obscene language or improper actions.
- Develop team respect and appreciation for the ability of opponents and for the judgment of umpires and opposing coaches.
- Ensure that your players' baseball experience is one of fun and enjoyment (winning is only part of it). Players should never be yelled at or ridiculed for making mistakes or losing a game.
- Set a good example and be generous with your praise when it is deserved. Players need a coach they can respect.



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- Enlist the support of your team's parents in your efforts to instill the proper attitudes and values in the players and to make sportsmanship the number one priority. $\frac{3}{4}$ Win and lose graciously and never blame officials for a loss.
- Encourage good sportsmanship at all times. Good sportsmanship requires as much work as any play or skill you will teach a player during the season.



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Storage Shed and Container Procedures

The following applies to all of the storage sheds and containers used by Bellevue Thunderbird Little League and to anyone who has been issued a key by BTLL to use those sheds:

- All individuals with keys to the BTLL equipment sheds and containers (i.e. Managers, Umpires, Board Members, etc.) are aware of their responsibilities for the orderly and safe storage of rakes, shovels, bases, etc.
- Before you use any machinery located in a shed or container (i.e. lawn mowers, weed whackers, lights, scoreboards, public address systems, etc.), please locate and read the written operating procedures for that equipment—if available.
- All chemicals or organic materials stored in BTLL sheds or containers shall be properly marked and labeled as to its content.
- All chemicals or organic materials stored within these sheds or containers will be separated from the areas used to store machinery and gardening equipment (i.e. rakes, shovels, etc.) to minimize the risk of puncturing storage containers.
- Any witnessed “loose” chemicals or organic materials within these sheds or containers should be cleaned up and disposed of as soon as possible to prevent accidental poisoning.
- Keep products in their original container with the labels in place. Use poison symbols to identify dangerous substances.
- Dispose of outdated products as recommended.
- Use chemicals only in well-ventilated areas.
- Wear protective clothing, such as gloves or a mask when handling toxic substances.

Machinery (tractors/mowers/any other heavy machinery) will:

- Never be operated under the influence of alcohol or drugs (including medication)
- Not be operated by any person under the age of 16.
- Never be operated in a reckless or careless manner.
- Be stored appropriately when not in use with the brakes in the ON position, the blades retracted, the ignition locked and the keys removed.
- Never be operated or ridden in a precarious or dangerous way (i.e. riding on the fenders of a tractor).
- Never be left outside the sheds or appointed garages if not in use.



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Concession Stand Safety Procedures

Bellevue Thunderbird Little League does not currently operate concession stands, but if it chooses to do so, the following safety procedures will apply:

- Check to make sure that each concession stand has a working fire extinguisher.
- An operating concession stand must be attended by an adult at all times
- Concession stand must be cleaned thoroughly at the end of each day
- Wash hands before and after, wash hands often. Always wash hands after handling money.
- Never put hot items where they can be accidentally knocked off counters or shelves.
- Never lift anything that is too heavy for you. Ask for assistance! Always remember to lift properly, using your legs and not your back.
- Make sure the concession stand is equipped with a fully supplied first aid kit and plenty of ice packs.
- SMOKING is NOT permitted in the concession stand.
- Inspect all electrical cords before plugging them in. Look for cut or frayed wires and broken or burnt prongs.
- Do not block any exits from the concession stands, in case of emergency or fire.
- Check smoke alarms to make sure they are in proper, working order. ³/₄ Empty trash containers every night after the last game.

Top Six Causes of Illness Due to Food Handling:

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



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Concession Stand Safety Procedures (cont'd)

Clean Hands for Clean Food

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

Wash Hands After:

- Touching bare human parts other than clean hands and clean, exposed portions of arms
- Using the restroom
- Caring for or handling animals
- Coughing, sneezing, using a handkerchief or disposable tissue
- Handling soiled surfaces, equipment or utensils
- Drinking, using tobacco, or eating.
During food preparation, as often as necessary to remove soil and contamination and to prevent cross-contamination when changing tasks.
- Switching between working with raw food and working with ready-to-eat food or food contact surfaces.
- Engaging in any activities that contaminate hands.



Belleuve Thunderbird Little League

2018 BTLL Board of Directors

| 2018 BTLL | Board of Directors | League ID# 447-09-05 |
|-------------------------------------|---------------------------|--|
| Position | Name | Email |
| President | Fred Clarke | fred@fredclarke.net |
| Past-President | Larry Holden | larry.holden@gmail.com |
| Secretary | Elisabeth Carroll | CarrollE@issaquah.wednet.edu |
| Treasurer | Michael Edwards | michael@grouponenw.com |
| Umpire in Chief | Cesar Garcia | ceegee@outlook.com |
| Safety Officer | Ryan Mullenix | rmullenix@nbbj.com |
| Field Scheduler | Lu Zhang | Luzhang2K@gmail.com |
| Fundraising Officer | Chris Freer | freer_chris@hotmail.com |
| VP - Baseball - Big-Diamond | Kevin Regan | kevin.d.regan@gmail.com |
| VP - Baseball – Majors | Mike Garrett | mike.garrett83@gmail.com |
| VP - Baseball – Coast | Paul Santulli | psantulli@edicon.com |
| VP - Baseball – AAA | Mike Skally | mc.skally@gmail.com |
| VP - Baseball – Machine Pitch | Steve Wilkos | wilkossteve@comcast.com |
| VP - Baseball – Tball | Tim Chin | tim.chin@comcast.net |
| VP - Softball – Upper divisions | Eric Lee | vintageti@yahoo.com |
| Player Agent, Baseball | Peter Koo | kappakoo@gmail.com |
| Player Agent, Softball | Scott Collins | scollins@helsell.com |
| Player Agent, Tball/Rookies | Lucy Regan | lucy.regan@gmail.com |
| Player/Coach Development (Softball) | Scott Collins | scollins@helsell.com |
| Player/Coach Development | Kurt Fluegge | kurtf@nwhs.com |
| Registrar/Information Officer | Larry Holden | larry.holden@gmail.com |
| Uniforms | Jack Chao | chaojack@hotmail.com |
| Equipment | Alan Wittman | alan.r.wittman@boeing.com |
| District 9 Administrator | | |
| | | |



Belleuve Thunderbird Little League

Little League Insurance

It is suggested that this memo should be reproduced over the signature of the league 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 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 parent's employer. If there is no primary coverage, Little League insurance will provide benefits for eligible charges, up to the Usual and Customary allowances for your area, after a \$50 deductible per claim, 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 accident notification form must be completed by parents (if 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 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 headquarters, even if the charges do not exceed the deductible of the primary insurance program.
 4. Policy provides benefits for eligible medical expenses incurred within 52 weeks of the accident, subject to Excess Coverage and Exclusion provisions of the plan.
 5. Limited deferred medical/dental benefits may be available for necessary treatment 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.



Bellevue Thunderbird Little League

Appendix – Following Pages, with links below

Sudden Cardiac Arrest

<http://www.bellevuethunderbird.com/doclib/SuddenCardiacArrestPamphlet.pdf>

Concussions In Youth Sports

http://www.bellevuethunderbird.com/doclib/CDC_Concussion.pdf

Post Sports-Related Head Injury Medical Clearance and Authorization Form

<http://www.bellevuethunderbird.com/doclib/Thunderbird%20posthead-injury-clearance-form.pdf>