

SPRAGUE LITTLE LEAGUE

<http://www.spraguell.org>



SAFETY PLAN 2025 SEASON

Managers/Coaches must attend one of two Mandatory Safety Meetings.

The dates are Tuesday, March 4th @ 6pm and Thursday, March 6th @ 6pm.

Both meetings will take place in person at Crossler MS.

Sprague Little League Safety Plan

Foreword

Sprague Little League is a non-profit organization run by volunteers with a mission to provide our community's children with an opportunity to learn and enjoy the game of baseball in a safe and friendly environment. The Sprague Little League Board of Directors is dedicated to providing the safest environment possible for all participants, players, volunteers, and spectators. To accomplish this goal the Board of Directors has adopted a comprehensive safety program.

Safety is no accident. Safety is planned. The Sprague Board of Directors has established a plan for safety. The safety plan has 5 major components: Administrative Organization, League Safety Training, Facilities, Equipment, and Concessions.

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1.00 – Administrative Organization

1.01-Sprague Board of Directors

Sprague Little League is a non-profit organization run by volunteers with a mission to provide our community's children with an opportunity to learn and enjoy the game of baseball and softball in a safe and friendly environment. The Sprague Little League Board of Directors is dedicated to providing the safest environment possible for all players, volunteers, and spectators.

Sprague Little League 2025 Board of Directors

Board Member	Board Position	Phone	Email contact information
Gina Miller	President		GMiller.SpragueLL@gmail.com
Mat Slavenski	Vice President Coaching Coordinator		MSlavenski.SpragueLL@gmail.com
Jeff Miller	Treasurer Player Agent		JAMiller.SpragueLL@gmail.com
Kimberly Kolb	Secretary Information Officer		KKolb.SpragueLL@gmail.com
Greg Astley	Safety Officer	503-851-1330	Astley.SpragueLL@gmail.com
Adria Land	Registration Chair		ALand.SpragueLL@gmail.com
Katlyn Everett	Registration Co-Chair		KEverett.SpragueLL@gmail.com
Justin Martinez	Field Maintenance		JMartinez.SpragueLL@gmail.com
Travis Chapman	Equipment/Purchasing		EquipmentSpragueLL@gmail.com
Andy Wooldridge	Umpire In-Chief		Andy_Wooldridge@yahoo.com
Mike Falzone	D7 Representative		MFalzone.SpragueLL@gmail.com
Robert Hubbard	Concession Stand Manager		RHubbard16.SpragueLL@gmail.com
Andy Wooldridge	Juniors Player Agent		Andy_Wooldridge@yahoo.com
Greg Astley	Majors Player Agent		Astley.SpragueLL@gmail.com
Adria Land	AAA Player Agent		ALand.SpragueLL@gmail.com

1.02- Sprague Little League Volunteer Procedure

As required by Little League Baseball International, it is the policy of SLL to require managers, coaches, board members and any other persons, volunteers or hired workers, who provide regular services to the SLL and/or have repetitive access to or contact with players or teams to fill out a current volunteer application form as well as provide a government-issued photo identification card for ID verification.

A copy of the current 'Volunteer Application' form can be found in the handouts section of this document or on the Little League website at:

<https://www.littleleague.org/downloads/volunteer-application/>

Anyone refusing to fill out a Volunteer Application is ineligible to be a league member.

The President or their appointed designee must conduct a search of appropriate government entity of the statewide sex offender registry using the current year's Volunteer Application, on all applicable volunteers. The League President will keep the forms confidential and retain them in their possession for one year. The timeline shall be as follows:

Board Members:

Within 30 days of election to the board.

Managers / Coaches:

Prior to submission to the Board for approval is desired, but no later than 30 days after Board approval and prior to the first team meeting.

Managers/Coaches must attend one of two Mandatory Safety Meetings. The dates are Tuesday, March 4th @ 6pm and Thursday, March 6th @ 6pm. Both meetings will take place in person at Crossler Middle School.

Umpires

Prior to the start of regular season games

Field Maintenance, Concessions, Team Parent and all other volunteer applicants:

Prior to the start of regular season games

SLL prohibits any person to participate in any manner whose background check reveals a conviction for any crime involving or against a minor. The President or Board of Directors at their discretion may require additional backgrounds checks be conducted to ensure volunteers meet the requirements set forth by Little League International. SLL, with the approval of the Board of Directors, may prohibit any individual from participating as a volunteer or hired worker, if the league deems that individual unfit to work with minors.

The President shall report to the Board of Directors compliance with these requirements no later than the first scheduled board meeting after the start of regular season games.

In addition, Little League International requires ALL volunteers to complete Abuse Awareness Training. Sprague Little League has chosen to work with a free online training program to satisfy this requirement.

[Little League has a FREE online training](#) that is SafeSport-compliant. This course can be completed in approximately 30 minutes online, producing a certificate of completion that you will share by uploading a jpeg of the completed certificate to the Sprague Little League registration website.

1.03-Medical Emergency Procedures

Reasonable attention to all possible preventive measures will not eliminate sport injuries. Each scheduled practice or contest should include an emergency plan. Sprague Little League has established an emergency plan for each venue that is currently listed on the approved site list. The emergency plan should be practiced; each individual on the emergency team should understand the 4 roles of the ‘First Responders’ (page 7).

Good Samaritan Law

There are laws to protect volunteers who help someone in an emergency situation. The “Good Samaritan Laws” give legal protection to people who provide emergency care to ill or injured persons. When citizens respond to an emergency and act as a reasonable and prudent person would under the same conditions, Good Samaritan immunity generally prevails. This legal immunity protects you, as a rescuer, from being sued and found financially responsible for the victim’s injury. For example, a reasonable and prudent person would—

- Move a victim only if the victim’s life was endangered.
- Ask a conscious victim for permission before giving care.
- Check the victim for life-threatening emergencies before providing further care.
- Summon professional help to the scene by calling 9-1-1.
- Continue to provide care until more highly trained personnel arrive.

Good Samaritan laws were developed to encourage people to help others in emergency situations. They require that the “Good Samaritan” use common sense and a reasonable level of skill, not to exceed the scope of the individual’s training in emergency situations. They assume each person would do his or her best to save a life or prevent further injury.

(b) Permission to Give Care

If the victim is conscious, you must have his/her permission before giving First Aid. To get permission you must tell the victim who you are, how much training you have, and how you plan to help. Only then can a conscious victim give you permission to provide care.

Do not give care to a conscious victim who refuses your offer to give care. If the conscious victim is an infant or child, permission to give care should be obtained from a supervising adult when one is available. If the condition is serious, permission is implied if a supervising adult is not present.

Permission is also implied if a victim is unconscious or unable to respond. This means that you can assume that, if the person could respond, he or she would agree to care.

(c) Important Do's and Don'ts

Do . . .

- Assess the injury, if the victim is conscious, find out what happened, where it hurts, watch for shock.
- Know your limitations.
- Call 911 immediately if a person is unconscious or seriously injured.
- Look for signs of injury (blood, black-and-blue, deformity of joint, etc.)
- Listen to injured players describe what happened and what hurts if conscious. Before questioning, you may have to calm and soothe an excited child.
- Feel gently and carefully the injured area for signs of swelling or grating of broken bone.
- Talk to your team afterwards about the situation if it involves them. Often players are upset and worried when another player is injured. They need to feel safe and understand why the injury occurred.
- When body fluids are present protect yourself by putting a barrier between you and the victim i.e., vinyl gloves, surgical mask, and/or safety glasses. These items can be found in your league supplied First Aid Kit. **WASH/SANITIZE YOUR HANDS IMMEDIATELY AFTER PROVIDING FIRST AID.**

Don't . . .

- Move a victim if you suspect a head or spine injury, CALL 9-1-1.
- Administer any medications.
- Provide any food or beverage (other than water) to a sick or injured player.
- Hesitate in giving aid when needed.
- Be afraid to ask for help if you're not sure of the proper Procedure, (i.e., CPR, ETC.).
- Transport injured individuals except in extreme emergencies.

(d) When to call 9-1-1

If the injured player is unconscious, call 9-1-1 immediately. Sometimes a conscious victim will tell you not to call an ambulance, and you may not be sure what to do; Call 9-1-1 anyway and request paramedics if the victim:

Is or becomes unconscious

Is vomiting or passing blood

Has trouble breathing or is breathing in a strange way

Has seizures, a severe headache, or slurred speech

Has chest pain

Appears to have been poisoned

Is bleeding severely

Has injury to the head, neck, or back

Has pressure or pain in the abdomen that does not go away

Has a possible broken bone

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

(e) How to activate Emergency Medical System (EMS)
Emergency Phone Numbers
9-1-1

Non-Emergency Phone Numbers
Salem Police
503-588-6123

Salem Fire Department
503-588-6245

Poison Control
1-800-222-1222

Salem Hospital
503-561-5220

After you have called 9-1-1, notify the player's parents, legal guardians or Emergency Contact Person listed on the player's medical release form.

Managers / Coaches are required to have in their possession the medical release form of all participants at every practice and game.

After you have activated EMS and notified the player's parent / legal guardian or emergency contact person, call and report the incident to either the Safety Officer (call first) or League President. If you are unable to contact either individual, please notify a board member. A list of Board Members and their email addresses is posted in the concession stand and in the safety manual.

1.04-Emergency Plan

The Emergency Personnel, Emergency Communication, Emergency Equipment, and Roles of First Responders are the same for all venues. It is the responsibility of the manager to know and implement the emergency plan for each venue in which they will participate.

(a) Emergency Personnel:

A Manager, Coach or Volunteer who has been trained in First Aid procedures is required to be present for all Little League practices, and competitions. Acute care in an emergency situation should be provided by the most qualified individual on the scene.

(b) Emergency Communication:

Immediate access to a cellular phone is required at all Little League practices, and competitions.

(c) Emergency Equipment:

Sprague Little League issued First Aid kits are required to be present at all Little League practices, and competitions. The concession stand at the Baseball complex will also have a First Aid kit. Each manager will be issued a first aid kit when he/she receives their baseball gear from the equipment manager. Refills for any first aid kit supplies should be requested of the Safety Officer in a timely manner.

(d) Roles of First Responders

1. Immediate care of the injured or ill participant
2. Emergency equipment retrieval
3. Activation of emergency medical system (EMS)
 - Making an Emergency Call: Dial 9-1-1
 - Be clear as to what kind of assistance is needed: fire, police, medical.
 - Stay on the phone and answer all questions.
 - Give the specific location where help is needed and where designated individual will meet EMS response team and direct them to scene.
 - Stay calm and speak clearly.
4. Direction of EMS to scene
 - Open appropriate gate
 - Designate individual to “flag down” EMS and direct to scene
 - Scene control: limit scene to First Aid providers and move bystanders away from area.

1.05 –Venue Specific Directions

It is the responsibility of the manager to know and implement the emergency plan for each venue in which they will participate. The following pages outline specific directions for each venue listed as a Sprague Little Leagues approved site. It is the manager’s responsibility to see that all practice sites have been approved by Sprague Little League Board of Directors.

The following sites have been approved:

Salem-Keizer School District & City of Salem

Battle Creek Elementary
Crossler Middle School
Liberty Elementary
Schirle Elementary
Sprague High School
Sumpter Elementary
Geer Park

The primary playing fields for Sprague LL are as follows:

(a) Crossler Middle School (T-Ball, A, AA, AAA, Majors and Intermediate Baseball)

The directions to the facility should be made known in case EMS is needed. (See page 10)

(b) Sumpter Elementary School (T-Ball and A Baseball)

The directions to the facility should be made known in case EMS is needed. (See page 11)

(c) Geer Park (Juniors)

1.06 –Safety Manual

Sprague Little League will distribute a safety manual for managers and coaches. **Managers should have a printed copy of the Safety Manual (or on an electronic device) with the team at all practices and games.**

The manual will consist of the following items from the safety plan; **1.00 – Administrative Organization; 2.00 – League Safety Training** with the addition of multiple copies of the accident reports in Appendix A; **3.00 – Facilities** without Appendix B; **4.00 – Equipment**. Additional information on coaching techniques and First Aid will also be included.

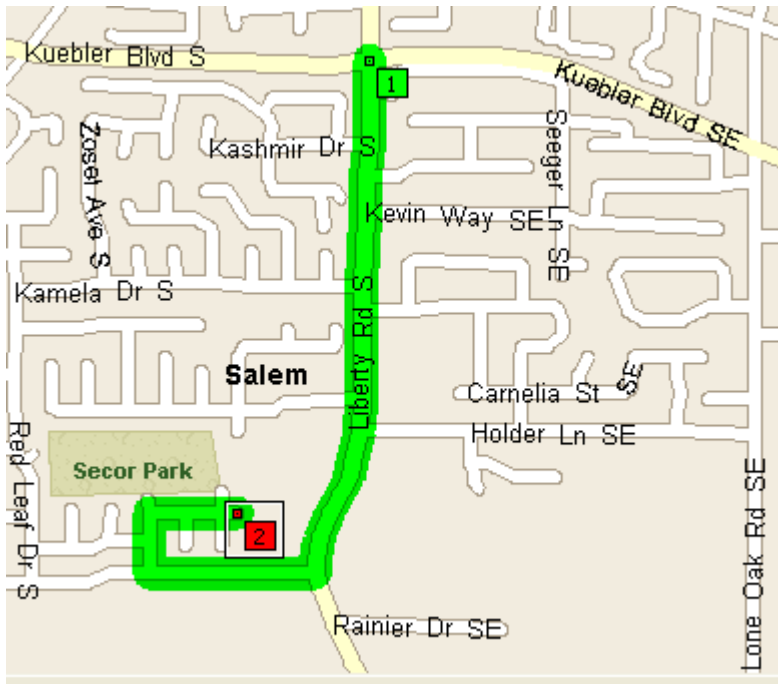
All concession workers will receive a copy of **5.00 – Concession Stand Policy & Procedures**, from the safety plan as part of their training.

Crossler Middle School 1155 Davis Rd

Directions:

Crossler Middle School is located on the Southwest corner intersection of South Liberty Road and Davis Road. One gate provides access to the playing fields. The following directions provide the quickest access:

- From the intersection of Kuebler Ave. & Liberty Rd. South
- Travel South on Liberty Rd. South.
- Turn Right on Davis Rd South
- Travel West on Davis Rd
- Turn Right on Stockton Ave. South (first intersection that you meet)
- Travel North on Stockton Ave. South
- Turn Right on Hayward St. South (first available right turn)
- Travel East on Hayward St. South
- You will arrive at a gate that will provide access to the baseball field
- Someone will be at the gate and direct you to the exact location.



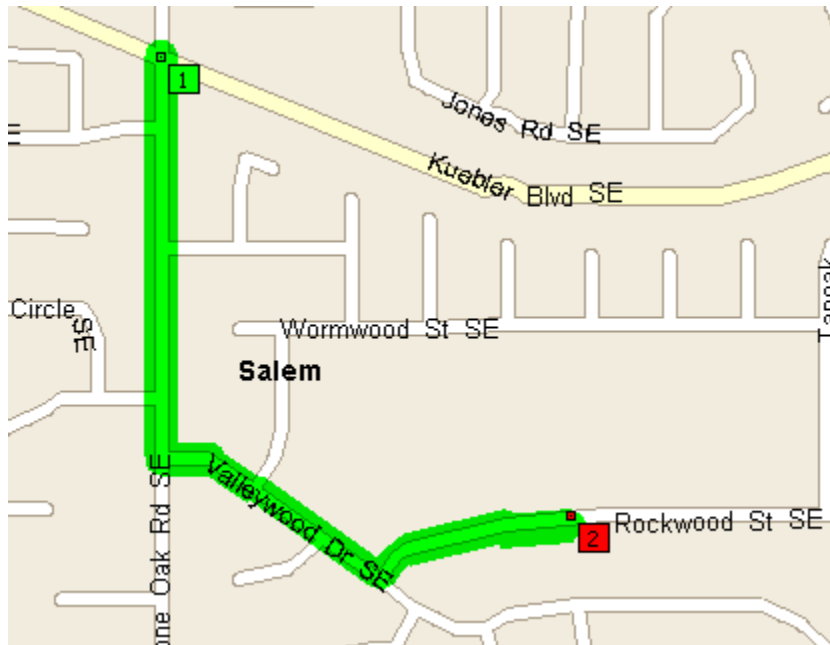
Sumpter Elementary School

525 Rockwood Street SE

Directions:

Sumpter Elementary School is located on the northeast side of Rockwood Street. The closest emergency access to the fields is located at the rear parking lot off Rockwood.

- From the intersection of Kuebler and Lone Oak
- Take Lone Oak south 2 blocks (~0.2 mi) to Valleywood Dr
- Take left onto Valleywood Dr heading east and follow ~ 0.1 mile to Rockwood St
- Take left onto Rockwood and follow ~0.1 mi to the back entrance to Sumpter on left.



2.00 – League Safety Training

Sprague Little League requires that all Managers and Coaches attend an annual Safety Training meeting. Items to be discussed at the meeting include Risk Management, Manager and Coaches' Responsibilities, First Aid Training, Chief Umpire Guidelines, Field Maintenance and Equipment Policies and Procedures.

In 2025, Managers/Coaches must attend one of two Mandatory Safety Meetings. The dates are Tuesday, March 4th @ 6pm and Thursday, March 6th @ 6pm. Both meetings will take place in person at Crossler Middle School. All teams in all divisions must have at least one member of the Manager/Coaching staff having attended the current year's training before their first organized practice.

2.01-Risk Management

(a) Little League Safety Code

Sprague Little League will follow and use the Little League Safety Code as a mandatory guide of operation.

SAFETY CODE FOR LITTLE LEAGUE

- 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 held 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.
- Responsibility for keeping bats and loose equipment off the field of play should be that of a player assigned for this purpose.
- 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, headfirst 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."
- Catchers must wear a catcher's helmet and mask with a throat protector in warming up pitchers. Cups must be worn whenever a boy is warming up a pitcher. This applies between innings and in the bullpen.
- All bats used in practices and games must meet current USA Baseball Bat standard (USABat) as adopted by Little League.

(b) Accident Reports

–**What to report** – An incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and or first aid must be reported to the SLL Safety Officer.

–**When to Report** – All such incidents described above must be reported to the SLL Safety Officer within 24 to 48 hrs. of the incident.

The SLL Safety Officer: **Greg Astley 503-851-1330** astley@OregonRLA.org (messages left will be returned within 24 hours).

–**How to make a report** – Managers or Coach must complete the Incident/Injury Tracking Report. The reports are available in the 2024 SLL Safety Manual, on the Sprague LL Website on the Safety Officers page, or the team safety advocate. (See Appendix A)

•The completed report can be emailed to the Safety Officer at astley@oregonrla.org. The Manager / Coach must then call the Safety Officer to inform them of the report.

(c) First Aid Kit

Each team will be issued a First Aid kit with their equipment. Possession of the First Aid kit is required at all practices and games. Maintenance and Replenishment of First Aid Supplies is the responsibility of the Team Manager. First Aid supplies can be obtained from the Safety Officer or League Equipment Manager. Biohazard waste disposal is located in the equipment shed at the baseball complex.

2.02-Manager and Coaches Responsibilities

The League President will conduct a lecture and discussion on Manager and Coaches responsibilities during the annual safety training meeting. Fundamental baseball training is required of managers and coaches. Managers and coaches are required to attend fundamentals training at least once every 3 years. Other topics will include; ‘Coaches Code of Ethics Pledge’; Sprague Little League guidelines; Tips For Parents Coaching Their Own Child’.

The following information is a copy of the topics discussed:

Managers and Coaches:

The Manager is a person recommended by the VP and appointed by the President of SLL to be responsible for the team’s actions on the field, and to represent the team in communications with the umpire and the opposing team.

(a) The Manager shall always be responsible for the team’s conduct, observance of the official rules and deference to the umpires.

(b) The Manager is also responsible for the safety of his players. He/She is also ultimately responsible for the actions of designated coaches.

(c) If a Manager leaves the field, that Manager shall designate a Coach as a substitute and such Substitute Manager shall have the duties, rights and responsibilities of the Manager.

(d) Once a player has been removed for showing symptoms/signs of a possible concussion, the Manager and Health care professional assumes the risk and liability for the player’s return to play.

If a manager knowingly disregards league rules, he or she will come before the SLL Board of Directors to explain his or her conduct.

Pre-Season:

Managers will:

- Take possession of equipment and the First-Aid Kit supplied by SLL.
- Appoint a volunteer parent as Team Parent. The team parent should be someone who can be present at all games and should own or have access to a cell phone for emergencies if games or practices take place off the complex.
- Attend a mandatory training session on First Aid given by SLL with his/her designated coaches.
- Meet with all parents on “parents’ meeting day” to discuss Little League philosophy and safety issues.
- Cover the basics of safe play with his/her team before starting the first practice.
- Return the signed SLL Code of Conduct to the SLL Vice President before the first game.
- Teach players the fundamentals of the game while advocating safety.
- Teach players how to slide (if applicable level) before the season starts. A representative will be available to teach these fundamentals if the Manager or designated coaches do not know them.
- Notify parents that if a child is injured or has a major illness, he or she cannot return to practice unless they have a note from their doctor. This medical release protects you if that child should become further injured or ill.
- Encourage players to bring water bottles to practices and games.
- Tell parents to bring sunscreen for themselves and their child.
- Encourage your players to wear mouth protection.
- ** First-time Managers and Coaches are encouraged to utilize the Coaches Box online resource at the Little League web site, to read books, attend training clinics or view videos on Little League Baseball mechanics.

Season Play:

Managers will:

- Work closely with the Safety Officer to make sure equipment is in first-rate working order.
- Make sure that cell phone access is available at all activities including practices.
- Not expect more from their players than what the players are capable of.
- Teach the fundamentals of the game to players, such as:
 - Catching fly balls
 - Sliding correctly
 - Proper fielding of ground balls
 - Simple pitching motion for balance
- Be open to ideas, suggestions or help.
- Re-enforce that prevention is the key to keeping accidents to a minimum.
- Always have a First-Aid Kit and Safety Manual on hand.
- Use common sense.

Pre-Game and Practice:

Managers will:

- Make sure that players are healthy, rested and alert.
- Make sure that players returning from being injured have a medical release form signed by their doctor. Otherwise, they can't play.
- Make sure players are wearing the proper uniform and male catchers are wearing a cup (female wearing chest protector).
- Make sure that the equipment is in good working order and is safe.
- Agree with the opposing manager on the fitness of the playing field. In the event the two managers cannot agree, the President, Safety Officer or a duly delegated representative shall make the determination. (Once agreed and lineups exchanged, umpires have responsibility for fitness of the playing field)
- Work with players to make sure they have done their proper stretching. (Recommend the following)
 1. Calf muscles
 2. Hamstrings
 3. Quadriceps
 4. Groin
 5. Back
 6. Shoulders
 7. Elbow/forearm
 8. Arm shakes out
 9. Neck

Then have players do a light jog around the field before starting to throw warm-ups that should follow this order.

- a. Light tosses short distance.
- b. Light tosses medium distance.
- c. Light tosses large distance.
- d. Medium tosses medium distance.
- e. Regular tosses medium distance.
- f. Field ground balls.
- g. Field pop flies

During the Game

Managers will:

- Make sure that players carry all gloves and other equipment off the field and to the dugout when their team is up at bat. No equipment shall be left lying on the field, either in fair or foul territory.
- Keep players alert.
- Maintain discipline at all times.
- Be organized.
- Keep players and substitutes sitting on the team's bench or in the dugout unless participating in the game or preparing to enter the game.
- Make sure catchers are wearing the proper equipment.
- Encourage everyone to think, "Safety First".
- Observe the "on-deck" rule for batters and keep players behind the screens at all times. No player should handle a bat in the dugouts at any time.
- Keep players off fences.
- Get players to drink often so they do not dehydrate.
- Not play children that are ill or injured.
- Attend to children that become injured in a game.
- Not lose focus by engaging in conversation with parents and passersby.

Post-Game

Managers will:

- Do cool down exercises with the players.
- Not leave the field until every team member has been picked up by a known family member or designated driver.
- Notify parents if their child has been injured no matter how small or insignificant the injury is. There are no exceptions to this rule. This protects you, Little League Baseball, Incorporated and SLL.
- Discuss any safety problems with the League Safety Officer that occurred before, during or after the game.
- If an injury occurs, make sure an accident report is filled out and given to the SLL Safety Officer.
- Return the field to its pre-game condition.

2.03-First Aid Training

As part of the required Safety Training meeting for all managers and coaches a portion of the meeting will be dedicated to basic First Aid Training. Instruction on the policy and procedure of Medical Emergencies will be the primary subject.

The 2025 First Aid Training will be presented by Greg Astley, SLL Safety Officer (or designee). For those interested in additional First Aid training, check out the American Red Cross or American Heart Association for more intensive classes. See back cover page for general first aid information. This training and guide is provided as a reference and by no means takes the place of a certified first aid course.

It is recommended that all teams in the Sprague League have someone present at all practices and games who is certified in cardiopulmonary resuscitation techniques (CPR), First Aid, and prevention of disease transmission (as outlined by OSHA guidelines).

2.04-Chief Umpire Guidelines

The Chief Umpire will conduct a lecture and discussion on Manager and Coaches responsibilities in the enforcement of Little League rules including the use of proper equipment. All Managers will receive a current Little League Rule book and are encouraged to read the rules. Umpire training will be conducted prior to the start of the season.

The following information is a copy of the topics discussed during Manager/Coaches meeting:

Umpires' reminders for Managers and Coaches

Our mission, as umpires, is to help facilitate, within Little League Rules, the safe conduct of a game. We are objective observers and strive to make the right "call" at every turn. Here are just a few often overlooked things that we will be looking for.

- Shirts tucked into pants and hats on heads.
- Non-approved helmets and/or cracked helmets.
- Player wearing proper gear while warming up a pitcher.
- Pitchers wearing arm bands or other improper clothing (including multicolored gloves)
- Unnecessary and/or illegal contact between runners and fielders.
- Gum, sunflower seeds and other chewable on the field of play
- Proper bats in good condition (an umpire may exclude a piece of equipment if it is in poor condition as a potential hazard)
- People other than players and coaches/managers in the dugout
- Players and or coaches out of an offensive dugout during defensive warm-ups
- Players swinging bats in and around the dugout area.
- Pitchers warming up outside approved warm up areas.

Things that will help the smooth play of the game:

- Get the kids in and out of the dugout quickly – defensive teams are allowed 1 minute between half innings to warm-up.
- Have your line-up ready in triplicate prior to the umpire/coaches meeting 5 min prior to the game. Give all three of these line-ups to the umpire-in-chief- so that he can distribute them 1) back to you 2) to the opposing team 3) to the official scorekeeper.
- Offensive teams have your base coaches selected and prepared prior to the defensive team finishing its warm-up.
- Have game balls in the dugout for the umpire well before the game is scheduled to begin.
- Have someone in the dugout responsible for keeping everyone's place in the batting line up straight.
- Make sure that your players know that the on-deck batter is responsible for hustling after the bats and only him. No other players are allowed out of the dugout.
- Please have the field prepared for play a minimum of 20 minutes prior to game time.
- On Saturdays, immediately do your post game manicure so the next game can proceed on schedule.

Things to keep in mind:

- Umpires are not perfect. We will make mistakes from time to time, and so will you.
- Umpires will not discuss the strike zone.
- Judgment calls may be discussed with the umpire that made the call in a calm, respectful manner.
- Procedural questions may be discussed with the umpire in chief any time play is not in progress.
- After discussion has been heard and the decision has been made for that game/instance no more discussion about that decision will occur.
- Inflammatory comments, foul language or other inappropriate behavior will not be tolerated and will be reported to the Chief umpire and the Vice President of the league.
- An umpire's focus is on three things; 1) safety, 2) rules; and 3) flow of the game. Don't do anything that may take our focus away from these things.
- Umpires are people and respond much better to respect and kindness than to sarcasm and ill-tempered behavior.

Significant Policy, Rule, and Regulation Changes for 2025

See little league web site - Handout will be provided during manager coach meeting.

2.05-Youth Baseball Clinic and Coaches Workshop

Little League International recognizes and appreciates the challenges that come with being a Little League manager or coach, so it has developed a free on-line coaching resource that Little League managers and coaches can turn to for reference, education, or to stay current with the latest drills and coaching techniques.

The Little League Coach Resource Center, located on the World Wide Web at:

<https://www.littleleague.org/university/> is a free service created by Little League International.

Additional Manager/Coach resource information can be found at:

<http://www.littleleague.org/managersandcoaches.htm>

3.00-Facilities

Each year the Field Maintenance and Safety Officer will complete the 'Annual Little League Facility Survey'.

As part of the required Safety Training meeting for all managers and coaches a portion of the meeting will be dedicated to Sprague Little League Policies and Procedures relating to facilities.

In 2025, Managers/Coaches must attend one of two Mandatory Safety Meetings. The dates are Tuesday, March 4th @ 6pm and Thursday, March 6th @ 6pm. Both meetings will be in person at Crossler Middle School, in the Commons.–The following provides information regarding Sprague Little League fields and facilities maintenance and care.

Sprague Little League Fields

The league maintains the fields with the help of volunteers. On scheduled days we will organize a work party to make repairs to the fields. Coaches and parents are asked to participate in field day. It is a fact that the injury and accident rates are lower when field conditions are better. So, it is in everybody's best interest to pitch in. Field days are a big part of our safety program. At the beginning of every season the Field Maintenance Director and the Safety Officer inspect the fields for needed repairs. On field day or in some cases even before, the repairs are made so they will be playable by season's start. They will be inspected during the season periodically; however, it is the coaches and umpires' responsibility to inspect them before every practice and game. You may practice on any field listed on the field sheet. We have insurance only for the fields listed. If you want to practice on any other fields tell the Secretary or Safety Officer of Sprague Little League. We will have to inspect the field and add it to the insurance if the board approves it.

Your game schedule will list which fields your team will play on. The equipment will be in the storage shed; each manager should have a key to the shed. It is the home team's responsibility to set up the field. This includes raking, chalking foul lines and batter's box and putting garbage cans with the liner out. Upon completion of the game, the visiting team should rake the infield, batter's box, and pitcher's mound, empty and put away garbage cans in the storage shed.

3.01 Fields Procedure

Practice: When you arrive, ask a couple of parents to help you walk the field. Look for glass, rocks, holes and any foreign objects that might hurt the players. Include the dugout and fence line in our search. Take a look at the fences and backstop, be sure that the fencing is tied down the way it should be. Lay out your equipment and inspect it for defects. Make repairs or replace any defective gear before it is used. Install the bases. Make sure you have a first aid kit and a phone handy. Don't forget to stretch the players before throwing warm up.

Games: Follow the procedures for practice. If you are the home team, you will need to set up the field. At the end of the game, the visiting team needs to rake the infield. At the last game of the day, the visiting team should also put away the garbage cans. The home team will occupy the 3rd base dugout.

- Before every practice and game, the field and weather conditions will be assessed using the following guidelines: **NO BALL WILL BE PLAYED IF . . .**
- Lightning within a 10-mile radius
- Standing water anywhere on the field of play
- The field is in disrepair due to a hazardous state.

Drying the field

If the weather is decent, you can drain the puddles, use sponges to remove remaining water, and then add as little quick dry as needed, never MORE THAN TWO BAGS of quick dry to muddy areas. It is up to you to make the field playable. Try to get as many games in as you can. Rescheduling rainouts are on a first come and field availability basis.

Preparing the fields before the game

1. Lawn: Rake the soil and surface back into the base path (out of grass)
2. **Rake lengthwise in the base path.** Raking sidewise causes lips to form on the grass which makes more work for all of us next year.
3. Drag the large areas with a leveling drag.
4. Rake the soil uphill on the pitcher's mound. If you don't rake up, we can no longer call it a mound.
5. Rake the soil and surface back into the home plate area and smooth out the batter's box.

3.02 Storage and shed procedures

The following applies to all the storage sheds used by Sprague Little League and further applies to anyone who has been issued keys to use these sheds.

- Keys to the equipment sheds will only be issued by Sprague Little League.
- A record shall be kept of all individuals possessing keys.
- Key will be returned to field maintenance person immediately once someone ceases to have responsibility for sheds.
- All storage sheds will be kept locked at all times.
- All individuals with keys to the shed are aware of their responsibility for the orderly and safe storage of equipment.
- Any noticed spills should be cleaned up.
- Keep products in the original container with labels in place.
- Use poison symbols to identify dangerous substances.
- Dispose of outdated products as recommended.

3.03 Machinery

Mowers and any other heavy machinery will:

- Be operated by appointed staff only.
- Never be operated under the influence of alcohol or drugs (including prescription 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 applied and key removed.
- Never be operated or ridden in a precarious or dangerous way.
- Never leave the garbage cans not in use outside the shed.

3.04 General facility

- All bleachers will have safety rails.
- NO vehicles allowed beyond fence except concessions and field maintenance vehicles.
- The dugouts will be clean and free of debris at all times.
- Dugouts and bleachers will be free of protruding nails and wood slivers.
- Home plate, batter's box, bases, and the area around the pitcher's mound will be checked periodically for tripping and stumbling hazards.
- Materials used to mark the field will consist of a non-irritating white pigment (no lime.)
- Chain link fences will be checked regularly for holes, sharp edges and loose edges and will be repaired or replaced accordingly.

3.05 Sprague Little League Future Safety Improvements

- Cover all batter's box areas with netting to protect spectators from foul balls.
- Cover and concrete dugouts on Field 4
- Install warning tracks.
- Install protective padded fence tops.
- Install double bases at first base.
- Create a pitcher warm up area for AAA fields.

4.00-Equipment

Before any equipment is issued to the manager they must first read and sign the Sprague Little League Manager's Equipment and Uniform Agreement. A copy of the agreement form can be found at the end of this section.

4.01- MANAGER'S RESPONSIBILITIES:

1. Inspect the equipment to make sure it is safe and in compliance with all rules governing approved Little League standards.
2. Equipment lost or stolen is the responsibility of the Manager and Coach. Equipment damaged due to normal use is excluded.
3. The Manager is responsible for keeping all equipment in good working order. If a piece of equipment is not safe to use, the Manager must destroy the equipment and get it replaced by the Equipment Manager.
4. The Manager is responsible for maintaining a fully equipped First Aid kit. If First Aid kit parts are consumed throughout the season, it is the Manager's responsibility to replenish the consumed parts by contacting the Safety Officer or Equipment Manager.

If other circumstances exist to why equipment/uniforms were not returned, the Manager may address SLL Board of Directors for further resolution.

Sprague Little League Manager's Equipment and Uniform Agreement

Division (JR / INT / MAJ / AAA / AA / A / T-ball) Team Name _____

I, _____ (print your name), _____ (phone #) hereby take full responsibility of Sprague Little League baseball-equipment. I agree to return ALL Sprague Little League equipment no later than 30-days after the season ends. If I fail to return all issued equipment; I agree to reimburse Sprague Little League **\$400.00**

**Failure to return all issued SLL equipment and/or provide reimbursement will make you ineligible to manage or coach until resolved. If other circumstances exist as to why equipment was not returned, the Manager may address the SLL Board of Directors for further resolution.*

Manager's Responsibilities:

1. Inspect the equipment to make sure it is safe and in compliance with all rules governing approved Little League standards.
2. Equipment lost or stolen is the responsibility of the Manager and Coach. Equipment damaged due to normal use is excluded.
3. Manager is responsible to keep all equipment in good working order. If a piece of equipment is not safe to use, please contact equipment manager for replacement.
4. Manager is responsible to maintain a fully equipped first aid kit. If first aid kit parts are consumed throughout the season, it is the manager's responsibility to replenish the consumed parts by contacting the equipment manager. The equipment manager has replacement supplies.
5. Manager is responsible for emptying all garbage and personal items from equipment bags before returning them

I hereby agree to the terms and conditions above:

Manager's signature

Date

Equipment Manager

Date Returned

5.00-Concession Policy and Procedures

5.01- Concession Stand Policy

Concession Stand Coordinator should be a member of the Sprague Little League Board and act as liaison between SLL teams and the SLL Board concerning any matters pertaining to the concession stand.

The Concession Stand Coordinator is responsible for applying for and purchasing, through Sprague Little League, a temporary restaurant license permit for each month the concession stand is operating. The permit must be posted at the concession stand. Permits are applied for and purchased at:

Marion County Environmental Health

2111 Front St. NE STE 3-109

Salem, Oregon 97303-6621

(503) 588-5346

Concession Stand Coordinator will be responsible for coordinating other concession team members in stocking, staffing, and operating concession stand. Concession Team members are those responsible for stocking and opening and closing the concession stand.

Each Concession Team member is to have a current food handler's permit which must be posted on site at the concession stand. Food handlers permits can be obtained by contacting the State Environmental Health division and taking a class or by taking the class online.

Environmental Health – 503-588-5346

<https://oregonfoodhandler.com/>

Each Concession Team member is responsible for workers staffing the concession stand during their shifts. This includes proper instructions for hand washing and food handling when workers arrive, proper handling of money, and any other safety measures needing explanation. No children under the age of 14 will be permitted inside the concession stand or permitted to work in the concession stand.

Each Concession Team member is responsible to check all equipment in concession stand at beginning and end of shifts to make sure refrigerator temperatures are at safe levels, equipment is turned on and off properly, and that food is stored safely and properly.

The Concession Stand Coordinator is responsible for seeing that other vendors selling and handling food for SLL have the required licenses and food handling permits.

The Concession Stand Coordinator is responsible for ensuring that a First-Aid kit is stocked, updated and stored in plain sight in the concession stand. Disposable ice packs should be stored with First Aid kit if no ice is stored in concession stand.

Dealing with any injuries involving blood or body fluids; Attend to injury and clean area contaminated with bleach water and make sure any contaminated food or blood-soaked cloth has been discarded in biohazard bag. Biohazard bags should be red bags found with First-Aid kit. Biohazard bags should be discarded properly.

The Concession Stand Coordinator is responsible to see that the handling of money is done in a safe and orderly manner making sure a member of the SLL board stays on site until the concession stand is closed and the Concession Team member closing has safely delivered deposit to the SLL treasurer or person appointed to deposit the money.

A copy of Safety Policies and Procedures should be in the Concession Stand.

5.02- Concession Stand Procedures

Copies of opening and closing procedures will be posted in the concession stand.

The Concession Stand Coordinator will be responsible for scheduling Concession Team members and workers from the SLL teams assigned shifts in the concession stand. A schedule will be posted in the concession stand.

ONLY concession stand workers will be allowed in the concession stand.

At least 2 workers need to be assigned to the concession stand at all times. It is preferred that those working in the concession stand be adults. However, teenagers 14 years of age and older will be allowed. Only two teens should be scheduled at the same time along with two adults.

Those scheduled for the closing shift will be expected to stay until the concession stand is cleaned up and ready to close.

A Concession Team member with the required food handler's permit will open and close the concession stand. They will be responsible for giving proper instruction in hand washing and safety procedures and for assigning workers responsibilities as they arrive.

A Concession Team member with the required food handler's permit will be required to remain on the SLL premises for the entire duration of the shift. They do not need to be in the concession stand at all times but must be on the premises where they can be readily available if needed.

The Concession Team member will be responsible for seeing that all temperatures meet specifications, and that the food is properly stored and prepared. The refrigerator temperature should be below 45 degrees at all times. Cooking temperature for a sausage or hot dog should be measured with a meat thermometer and should be at least 140 degrees to serve.

Procedures for operating each machine will be posted on the machine.

Any questions pertaining to policy or procedures can be addressed to Concession Stand Coordinator or can be found on the back of the license permit obtained from Marion County Environmental Health which should be posted in the concession stand.

Hand washing: Wash hands with running water and soap and dry thoroughly.

Dish washing: Wash dishes with hot soapy water. Rinse with hot clear water. Disinfect with hot clear water with 1 Tablespoon bleach to 1-gallon hot water. Allow dishes to air dry.

Appendix A

Injury Tracking, Insurance Information & Forms

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 parent's 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, after a \$50.00 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 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 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.

Links to Important Information:

Little League Accident (Insurance) Claim Form:

<https://www.littleleague.org/downloads/accident-claim-form/>

Little League Accident Claim Form Instructions:

<https://www.littleleague.org/downloads/accident-claim-form-instructions/>

Little League Incident Injury Tracking Form:

<https://www.littleleague.org/downloads/incident-injury-tracking-form/>

Little League Medical Release Form:

<https://www.littleleague.org/downloads/medical-release-form/>

Volunteer Application:

<https://www.littleleague.org/downloads/volunteer-application/>

Little League ASAP FAQs:

<https://www.littleleague.org/help-center/asap-faqs/>

As part of being a chartered Little League organization, manager/coach/player information will be submitted annually to Little League via the Little League Data center at www.littleleague.org

Appendix B – Lightning Procedure, Dental Emergency

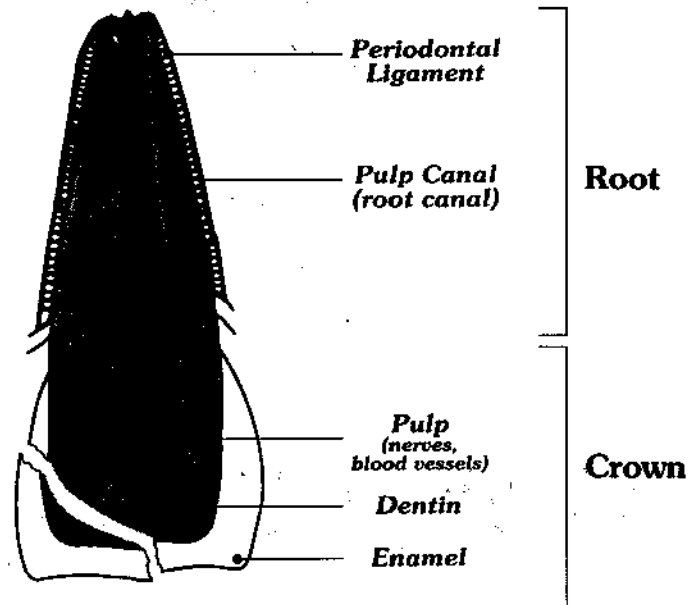
Lightning procedures:

- 30/30 Rule – Go indoors if, after seeing lightning you cannot count to 30 before hearing thunder. Stay indoors for 30 minutes after hearing the last clap of thunder.
- If you hear thunder, you are close enough to be struck.
- A typical thunderstorm is 15 miles in diameter and lasts an average of 30 minutes.
- More than 30% of all lightning victims are struck before a storm arrives.
- Lightning causes an average of 80 fatalities and 300 injuries each year.
- The air near a lightning strike is heated to 50,000°F – hotter than the surface of the sun. The rapid heating and cooling of the air near the lightning channel causes a shock wave that results in thunder.
- How far away is the storm? Count the number of seconds between a flash of lightning and the next clap of thunder. Divide this number by 5 to determine the distance to the lightning in miles.

At all elementary schools, players should be evacuated to the covered areas at the school. If at Crossler, Sumpter or Geer Park, players should evacuate to their cars for 30 minutes after the last lightning strike. At no time if lightning is seen should players stay inside the dugouts.



Emergency Treatment of Athletic Dental Injuries



**Professionally-made, properly fitted Custom Mouthguards are recommended for all contact and collision sports.
See www.acadsportsdent.org**

AVULSION (Entire Tooth Knocked Out)

1. Avoid additional trauma to tooth while handling. **Do Not** handle tooth by the root. **Do Not** brush or scrub tooth. **Do Not** sterilize tooth.
2. If debris is on tooth, *gently* rinse with water.
3. If possible, reimplant tooth and stabilize by biting down gently on a towel or handkerchief. Do only if athlete is alert and conscious.
4. If unable to reimplant:
Best - Place tooth in Hank's Balanced Saline Solution.
2nd best - Place tooth in cold milk.
3rd best - Wrap tooth in saline-soaked gauze.
4th best - Place tooth under athlete's tongue. Do this **ONLY** if athlete is conscious and alert.
5th best - Place tooth in cup of water.
5. Time is very important. Reimplantation within 30 minutes has the highest degree of success rate. **TRANSPORT IMMEDIATELY TO DENTIST.**

Appendix C – Manager/Coaches Resource Sheets

Little League Coaches On-Line Resources

Little League Coach Resource Center link:

<https://www.littleleague.org/coaches/>

Little League Positive Coaching Alliance link:

<https://www.littleleague.org/partnerships/pca/>



Coach Code of Ethics Pledge

- I will place the emotional and physical well-being of my players ahead of a personal desire to win.
- I will treat each player as an individual remembering the large range of emotional and physical development for the same age group.
- I will do my best to provide a safe playing situation for my players.
- I will promise to review and practice the basic first aid principles needed to treat injuries of my players.
- I will do my best to organize practices that are fun and challenging for all my players.
- I will lead by example in demonstrating fair play and sportsmanship to all my players.
- I will provide a sports environment that is free of tobacco, drugs and alcohol and I will refrain from their use at all youth sporting events.
- I will be knowledgeable in the rules of Little League baseball and will teach the rules to my players.
- I will use the techniques appropriate for each of the skills that I teach.
- I will remember that I am a youth baseball coach, and the game is for the children, not adults.

Printed Name

Signature

Date

Positive Coaching: A Behavior Checklist for Youth Sports Coaches

by Dr. Darrell J. Burnett

Youth Sports Coach Behavior Checklist

- I praise kids just for participating.
- I look for positives, and make a big deal out of them.
- I stay calm when my kids make mistakes, helping them learn from their mistakes.
- I have reasonable and realistic expectation.
- I treat my kids with respect, avoiding put-downs, sarcasm, and ridicule.
- I remind my kids not to get down on themselves.
- I remember not to take myself too seriously during the game.
- I maintain a Fun is #1 attitude, with lots of laughter and sense of humor.
- I emphasize teamwork, and help my kids think "we" instead of "me."
- I am a role model of good sportsmanship:
 - (a) Winning without gloating
 - (b) Losing without complaining
 - (c) Treating opponents and officials with fairness, generosity, & courtesy.

When the UCLA Sports Laboratory surveyed children for the main reasons why they continue to participate in youth sports, the number one reason given was positive coach support. Research points to the benefits of getting kids to continue to participate in youth sports, noting that kids who stay in sports tend to stay in school, get better grades and have fewer behavioral problems.

It seems obvious that the key to a successful youth sports program where the kids keep coming back is positive support, which the kids feel from their coach.

It is extremely important that we, as coaches, remember that a successful youth coach is defined not in terms of a won-loss record, but in terms of how many kids decide to return to play again next year.

Parent Pledge

- I will remember that children participate to have fun and that the game is for and about the kids, not the adults.
- I will be a positive role model for my child and encourage sportsmanship by showing respect to players, coaches, spectators and umpires.
- I will teach my player to play by the rules and resolve conflicts by not resorting to hostility or violence.
- I will respect the officials and their authority and will not confront them.
- I will never ridicule my child or other players for making a mistake or losing a competition.
- I will not engage in unsportsmanlike behavior like booing, taunting, cursing, threats or physical intimidation.
- I will refrain from coaching my child or other players from the stands during games or practices.
- I will teach my child that doing one's best is more important than winning. I understand and accept the league policy that if I violate the pledge, I may be asked to leave the game. I also understand that continued violations of the pledge may result in my being banned from further attendance at games for the remainder of the season.

Please put your initials next to each item of the pledge and sign your name below and return to your manager.

Parent Signature

Date

Tips for parents coaching their own child

Before you begin to coach your own child, examine your motivations. Do not undertake the task of coaching him or her if your intent is to make your child a star. You must be willing to do whatever is best for your child's overall development.

If you are coaching a team sport, you must realize that you are affecting the youth sport experience of more children than just your child. You cannot give preferential treatment to your child and must have the best interests of all the children you are supervising in mind at all times. Giving your child preferential treatment can cause great problems for your child and the entire team.

Another common problem of coaching your own child is that you may be harder on your own child than the other children. This is counterproductive as it creates new problems. Be consistent in your treatment of all the children on your team or group.

Do not compare your child to other players or to siblings. Let your child develop at their own rate.

Ask your child, before you begin to coach, how he or she feels about your coaching role. Many children prefer that you don't coach them, and you should take their wishes into account before making a decision.

APPENDIX D
Little League National Facility Survey
On File with Little League

Facility Survey

Completed online on the Little League Data Center

Concern	Sign or Symptom	Action or Treatment
Head Injury (Concussion)	Loss of consciousness- <u>Call 911 this is a life threatening emergency!</u> , Headache, confusion, <u>After the event</u> : loss of concentration, inability to follow simple instruction, sleepy, pupils uneven	Stay with victim – Monitor closely <u>The child will sit out and be prohibited from further participation in practice or game for at least one day if player exhibits signs of a concussion. See Guidelines for players approval to return to activities.</u>
Nosebleed	Blood coming from nostrils after blowing, sneezing, picking, illness or injury	Keep head forward – Squeeze nose closed – If bleeding does not stop, apply cold compress, and reapply pressure – If bleeding continues call doctor.
Fractures & Dislocations	Severe pain, swelling or bruising, loss of motion, protruding bone or deformity	Don't move if unconscious or if back/neck injuries suspected – Treat breathing/bleeding/Shock first – Immobilize injury before moving – Call 911
Choking	Inability to breathe, cough, or speak – Grasping neck – Bluish lips, nails, or skin	ASK: Are you choking? Can you speak? Can I help? – If victim can't breathe, cough or speak, begin abdominal thrust – Call 911
Object in eye	Watery, irritated, painful eye, reluctance to open eye, foreign object visible	Let eye tear, DON'T RUB – If loose, object may dislodge itself, or dab eye gently with a clean cloth – If embedded, cover both eyes and get help
Earache	Pain, discharge from ear, hearing loss, possible fever	See doctor immediately for diagnosis – Report fever/discharge – Use prescribed medication as directed – Keep ear dry when bathing
Cuts & Bruises	Cuts: Injuries to skin with bleeding and pain – Bruises: Redness on impact, then black and blue	Cuts: Stop bleeding with direct pressure; clean with soap and water; cover with dry sterile bandage – Bruises: Apply cold packs, elevate limb
Minor Burns	Redness, pain and swelling – Moist oozing blistered skin appearing within several hours	Remove clothing if not stuck – Flush affected area in cold water – <i>DON'T USE BUTTER/OINTMENTS</i> – Cover burn with loose sterile bandage
Chest Pain	Chest pain or heaviness, often radiating to left arm, breathing with difficulty - Sweating	<u>Call 911 this is a life threatening emergency!</u> – If not breathing begin rescue breathing – If no signs of circulation, begin chest compression if trained or being guided in CPR
Shock	Pale, clammy skin – Weakness – Fast breathing – Rapid, weak pulse – Confused, irritable	<u>Call 911 this is a life threatening emergency!</u> Lay on back with feet raised 12", unless you suspect head/back injuries – Check for breathing/Bleeding injuries –
Stroke	Headache, Paralysis, Difficulty with speech or vision, unconsciousness	<u>Call 911 this is a life threatening emergency!</u> - Check breathing and circulation - If not breathing begin rescue breathing – If no signs of circulation, begin chest compression if trained or being guided in CPR
Sunburn	Red, painful, swollen skin, blisters if severe, chills and fever	Apply cold compresses or bathe in cool water – Give fluids – Call doctor if symptoms are severe or if feverish and ill
Seizures	During a seizure the victim loses muscle control and may become unresponsive, has jerky movements of the arms, legs	Do not hold or restrain the person or place anything between the victim's teeth – Remove any nearby objects that might cause injury. Cushion the victim's head using folded clothing or a small pillow – Call 911

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How to activate Emergency Medical Systems (EMS)

Emergency Phone Numbers

9-1-1

Non-Emergency Phone Numbers

Salem Police

503-588-6123

Salem Fire Department

503-588-6245

Poison Control

1-800-222-1222

Salem Health (Hospital)

503-561-5220

After you have called 9-1-1 notify the players parents, legal guardians or Emergency Contact Person listed on the player's medical release form.

Managers / Coaches are required to have in their possession the medical release form of all participants at every practice and game.