



# 2025 ASAP PLAN

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LADERA LITTLE LEAGUE SAFETY MANUAL

*ASAP = A Safety Awareness Program*



# EMERGENCY PHONE NUMBERS

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- Priority number for all emergencies is **911**.
  - Due to most calls being made by a cell phone, dialing 911 will direct you to a dispatch center which will route your call to an alternate number in the area.
  - The provided numbers are direct numbers to necessary stations in the event of an emergency.
- In the event you need to speak to someone from the league about an urgent matter right away, my personal number and other LLL board members' numbers are listed in the manual.



# SAFETY PROCEDURES

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- Provide necessary aid while someone calls 911 and the numbers provided on the ASAP Plan..
- Notify parents in real time if they aren't present.
  - Important for coaches to carry a Medical Release Form at practices and games for players to ensure medical treatment can be provided when parents aren't present.
- Talk to the rest of your team as they will be worried for their teammate.
- Notify me and the President within 24 hours of the event.
- Complete an Injury Report Form and email it over to me. (Example of form is at the end of ASAP Safety Manual.)



## SAFETY PROCEDURES CONT.

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- In the event of an open wound/bleeding \*: *All bleeding must be stopped, wounds covered, and uniforms with blood must be changed before the player is allowed to resume playing.*
    - BLOOD=GLOVES
    - APPLY PRESSURE TO AFFECTED AREA UNTIL BLEEDING STOPS.
  - Immediately wash your hands and other skin surfaces if contaminated with blood.
  - Make sure to clean all contaminated equipment with a disinfectant or bleach solution.
  - Please make sure to have your safety kit with you at all practices and games.
- \* *This scenario presumes the wound or bleeding is a minor cut, scratch, or abrasion and not appear to require professional medical attention.*



# PRE-VOLUNTEER REQUIREMENTS

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- Please make sure you are signed up on the league website.
- **Live Scan** background checks must be completed (only completed once).
- All volunteers must also complete the **Little League International required background check administered by JD Palatine (JDP)**.
- California law requires the completion of several online trainings before supervising youth athletes:
  - Online Concussion Training (completed once)
  - Sudden Cardiac Arrest Prevention Training (completed once)
  - Child Abuse and Neglect Reporting
    - Once completed you are then a mandated reporter!
- There are tip sheets at the end of the manual covering concussions, cardiac arrest, and heat-related illnesses.



# BATTING CAGE AND PITCHING MACHINE

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- Properly caring for the batting cages, fields, and the pitching machines is **Everyone's Responsibility**.
- These are all shared facilities/equipment, so please remain courteous of each other.
- Please thoroughly and carefully review the listed guidelines for the pitching machine/batting cage prior to using them.



# FIELD INSPECTIONS

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- It is the responsibility of all managers, coaches, and umpires to inspect the field before all practices and games.
- This includes:
  - Walking the field and checking the field for debris, foreign objects, and/or holes.
  - Checking the condition of the fences, backstops, bases, and warning track.
- Any dangerous conditions are to be reported immediately to the Safety Officer, Fields Director and/or any LLL Board Member, if present, so that the condition can be addressed. *The objective is to report the condition to someone with oversight as soon as possible..*



# EQUIPMENT INSPECTIONS

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- In addition to the field, all equipment must be inspected prior to each practice and game.
- This should also include:
  - Checking the condition of the bats, helmets, and catching gear.
  - Ensuring a fully stocked first aid kit and working phone is available.
- Any suspected dangerous conditions or any equipment that may require replacement should be reported to the Equipment Director as soon as possible and not used in a game or practice situation.





# CHILD PROTECTION PROGRAM

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- Little League strives to create a safe environment both on and off the field
- LLL takes a zero-tolerance stance for any form of abuse or misconduct by and between all members of our community.
- League officials are responsible for removing any individual exhibiting any type of mental, physical, emotional, or sexual misconduct and report them to the proper authorities.
- The Child Protection Program applies to all who have any involvement/participates with league-approved programs and activities.



# CHILD PROTECTION REQUIREMENTS

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- Completion of Background Checks
- Mandatory Training and Continuing Education
  - All volunteers are required to complete the Mandatory Abuse Awareness Training
- Mandatory Reporting of child abuse
- Non-Retaliation for Reporting
  - There may be no retaliation against an individual who makes a good faith report of suspected abuse, even if the allegation is determined to be unsubstantiated
  - All individuals are encouraged to be vigilant and observant in regard to the safety and protection of the minors within the league



## CHILD PROTECTION PROGRAM (CONT.)

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- Prohibit one-on-one interactions in isolated settings.
  - Most child sexual abuse or grooming occurs in isolated one-on-one situations or settings.
  - By eliminating these kinds of interactions, you reduce the risk of inappropriate interactions and potential sexual abuse allegations.



# LITTLE LEAGUE CODE OF CONDUCT

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- No board member, manager, coach, player or spectator shall at any time:
  - Lay a hand upon, push, shove strike, or threaten to strike an official.
  - Be guilty of heaping personal, verbal, or physical abuse upon any official for any real or perceived belief of a wrong decision or judgement.
  - Be guilty of an objectionable demonstration of dissent regarding an official's decision by throwing of gloves, helmets, hats, bats, balls, or any other unsportsmanlike behavior.
  - Be guilty of using unnecessarily rough tactics in the play of a game against the body of any player.
  - Be guilty of a physical attack or verbal abuse upon any participant, including, but not limited to, a board member, official, manager, coach player or spectator.



## CODE OF CONDUCT (CONT.)

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- Be guilty of the use of profane, obscene or vulgar language in any manner at any time.
- Appear on the field of play, stands, or anywhere on the LLL complex while in an intoxicated state. Intoxicated is defined as an odor or behavior issue.
- Be guilty of gambling upon any play or outcome of any game with anyone at any time.
- Smoking while in the stands or on the playing field or in any dugout. Smoking is not permitted in any public parks in the County of Los Angeles.
- Be guilty of publicly speaking with spectators in a derogatory or abusive manner about any play, decision, or any expression of your personal opinion of a player during the course of a game.
- Speak disrespectfully to any manager, coach, or representative of any Little League organization.



# LITTLE LEAGUE INSURANCE

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- Read over the insurance information on page 51 of the ASAP manual.
- There is a copy of the Accident Notification Form on page 53 of the ASAP manual.
- Claim form instructions are located on page 56 of the ASAP manual.



# INCIDENT/INJURY TRACKING REPORT

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- In the event an accident does occur, all managers are required to fill out an Incident/Injury Tracking Report.
- An example of the Incident/Injury Tracking Report form is on page 58 of the ASAP Plan manual.
- Upon completion of form, please send it to the Safety Officer as soon as possible.
- The Safety Officer will then forward over to the appropriate parties to ensure LLL remains compliant with its league protocols, requirements, and best practices.

Briana Balthazar, 2025 Ladera Little League Safety Officer