



District 62 Challenger Division 2025 Safety Manual

ASAP- What is it? This is **A** **S**afety **A**wareness **P**rogram introduced in 1995 with the goal of re-emphasizing the position of the Safety Officer to “create awareness, through education and information, of the opportunities to provide a safer environment for kids and all participants of Little League Baseball”. This manual is to provide important information to managers and coaches. Copies will be provided to all volunteers.

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Safety is Everyone's Responsibility!

For the best possible player experience, we ask you to step up and help deliver on the goal of providing a fun, safe, and positive environment for our children. Creating this environment requires help and participation from board members, managers, coaches, players, parents, volunteers and spectators.

Please read and abide by the following [Safety Code](#) recommendations:

- Arrangements should be made in advance of all games and practices for emergency medical services.
- Whenever possible, a cell phone should be available at all games and practices.
- Managers, coaches and umpires should have some training in First Aid.
- **First Aid kits to be available at the field at all times and can be found in every equipment bag provided to every team.**
- No games or practices will be held when weather or field conditions are poor, **particularly when lighting is inadequate.**
- Coaches will walk the field to inspect for hazards prior to each game.
- Only those who have submitted a volunteer form are permitted on the playing field and dugout during games and practices.
- Managers will designate a volunteer each game to be responsible for keeping bats and loose equipment off of the playing field.
- All players, managers, coaches and spectators are to remain alert and watch for batted balls or wild throws to avoid being injured during games and practices.
- Equipment is to be inspected by managers and coaches regularly to check for damage and proper fitting.
- Damaged equipment is to be reported to the Equipment Manager for immediate repair or replacement.
- Batters must wear approved protective helmets when batting in games or practices.
- Catcher's must wear full gear (a catcher's helmet, mask, throat protector, long model chest protector, shin guards and athletic supporter) during the game and when warming up pitchers between innings, in the bullpen or during practice.
- All male players are to wear athletic supporters during games and practices.
- Head-first slides are not permitted except when a runner is returning to a base.

- Complete the 2025 ANNUAL Little League Facility Survey
- Submit a qualified safety plan registration form with your ASAP plan.
- Submit league player registration data or player Roster data and coach and manager data
- "Horse play" is never permitted on the playing field.
- Players are not to wear jewelry of any kind during play. This includes, but is not limited to, "Live strong" type bracelets, watches, rings, pins, necklaces, large earrings or other metallic items. Medical Alert Jewelry is an exception.
- No player is allowed to wear metal cleats or a metal pitching toe. Tennis or gym shoes are permitted, as are soccer cleats.
- Bats and helmets should never be thrown.
- All injuries are to be reported to the Safety Officer (refer to pg. 5).
- **ALL ADULTS ARE RESPONSIBLE FOR ENFORCING RULES AT GAMES AND PRACTICES.**



Some Important Do's 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.
- Carry your first aid kit to all games and practices.
- LOOK for signs of injury (blood, bruises, deformity of limbs, etc).
- LISTEN to the injured person describe what happened and what hurts. Before questioning, you may have to calm an anxious child.
- Gently and carefully FEEL the injured area for signs of swelling or grating of broken bones.
- Have your players' Medical Clearance Forms (registration form) with you at all games, practices and team functions.
- Make arrangements to have a cellular phone available during all games and practices in the event that a public phone is not available.

Don't....

- Do not administer any medications.
- Do not provide any food or beverage other than water.
- Do not hesitate in administering aid when needed.
- Do not be afraid to ask for help if you're not sure of the proper procedures (such as CPR).
- Do not transport injured individuals except in extreme emergencies.
- Do not leave an unattended child at a practice or game.
- Do not hesitate to report any suspected safety hazard to the Safety Officer immediately.



Communicable Disease Procedures

1. Bleeding must be stopped, the open wound covered, and the uniform changed if there is blood on it, before the player may continue.
2. Routinely use gloves to prevent mucous membrane exposure when contact with blood or other body fluids are anticipated. Gloves can be found in the first aid kit.
3. Immediately wash hands and other skin surfaces if contaminated by blood.
4. Clean all blood contaminated surfaces and equipment.
5. Managers, coaches and volunteers with open wounds should refrain from all direct contact until wounds have completely healed.
6. Follow accepted guidelines when handling or disposing of soiled dressings, mouth guards or other articles that contain body fluids.

2025 COVID PROTOCOLS

For the most up to date covid guidelines please visit [cdc.gov](https://www.cdc.gov)

ON FIELD GUIDELINES FOR COACHES, PLAYERS AND VOLUNTEERS

- A. Stay home if you are sick
- B. Bring your own gear (if possible)
- C. Cover your cough and sneezes with a tissue or your elbow
- D. Wash your hands or use sanitizer before and after sharing Equipment.
- E. Tell a coach or staff member if you don't feel well.



Accident Reporting Procedures

What to report:

Any incident involving a player, manager, coach, umpire, volunteer or spectator that leads to medical treatment and/or first aid must be reported to the Safety Officer. This includes passive treatments such as the evaluation and diagnosis of the extent of the injury or periods of rest.

When to report:

All such incidents must be reported to the District 62 Safety Officer within 48 hours of the incident. The Safety Officer for 2025 is [Jesse DeGeytere](#).

He can be reached at:

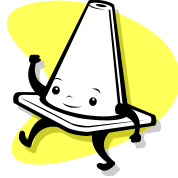
Cell phone: (714) 496-5241

Email: jessliz@verizon.net

How to report:

Person reporting the incident must complete an injury report form and submit it to the Safety Officer. This form can be downloaded from our website at [...\AccidentNotificationFormAIG.pdf](#) and should include the following **minimum** information:

- Name and telephone number of the individual involved.
- The date, time and location of the incident.
- A **detailed** description of the incident.
- A preliminary estimation of the extent of any injuries.
- The name and telephone number of the person reporting the incident.



Safety Officer's responsibilities

To follow up with the injured party (or their parent/guardian) within 48 hours to:

1. Verify the information received.
2. Obtain any other information deemed necessary.
3. Check on the status of the injured party.
4. Advise the injured party (or their parent/guardian) of Challenger Little League's insurance coverage and the provisions for submitting any claims in the event the injury required medical treatment (such as an emergency room or doctor's visit).

In the event that the injuries are more than minor in nature, the Safety Officer will periodically follow up with the injured party to check on the status of their injury and to see if any other assistance is needed, such as submission of insurance forms. Once the individual is participating in the league again, and no other claims are expected, the Safety Officer shall consider the case "closed" and no further follow up is necessary.



Emergency Procedures

In the event of an accident, the manager or coach shall remain calm and tend to the injured person. All players should be instructed to return to their respective positions to avoid crowding and allow for proper care of an injured player.

In the event of a minor injury:

Use the first aid kit as needed to apply ice packs or support bandages. When treating an injury remember RICE...**R**est, **I**ce, **C**ompression, **E**levation.

If blood is present, wear barrier gloves whenever possible to protect yourself and the injured person. Wounds may be cleaned with soap and water or an antiseptic wipe. Apply light pressure to stop bleeding. Bandages may be applied to cover the wound.

If any part of the uniform is soiled with blood, the uniform shall be thoroughly cleaned prior to continued use.

In the event of a major injury:

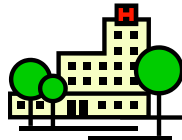
If you have determined that a major injury has been sustained, professional medical attention should be sought immediately. **If appropriate, call 911.** Stay with the injured person and provide comfort until medical attention arrives. Keep the person calm and as comfortable as possible. Avoid moving the player in any way unless remaining there would cause greater injury.

When calling 911, be prepared to give your name, location and a brief description of the emergency. Listen carefully to the operator's requests or questions. Once finished with the phone call, get in position or designate others to an appropriate location to meet and direct emergency personnel and vehicles to the injured person.



Emergency and Non-Emergency Numbers:

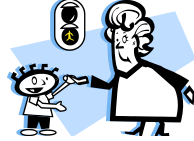
Emergency	9-1-1
Huntington Beach Police Department-	714-960-8811
Huntington Beach Fire Department-	714-536-5411
Westminster Police Department	714-898-3315
Orange County Fire Department	714-744-0440



Choosing a Medical Care Facility:

In the event that medical attention is needed, the manager or coach will:

1. Defer to the emergency personnel that are present and allow them to take over care and transport the injured person to the appropriate facility.
2. Consult with the player's parents (if present) for physician or hospital information, and ask if they wish to take their child to the facility of their choice.
3. If no parent (of the injured player) is present, check the player's medical release information. ***This information must be with the team at all little League events, including games, practices, pictures, team parties, etc.*** If there is a doctor, medical clinic or hospital listed, this should be your first choice. Provide this information to emergency personnel.



Background Check Procedures of all Challenger Little League Volunteers

- Per Little League's 2025 Safety Plan requirement, all volunteers will be issued a "Little League Volunteer Application" form to be completed and returned.
- A government issued ID card must be provided for ID verification.
- Completed forms will be collected for the purpose of conducting Sexual-Offender Background Checks on each individual using the US Department of Justice Nationwide Sex Offender Registry.
- Anyone **refusing** to fill out a volunteer application is **ineligible** to be a league volunteer.

Abuse Awareness Training for all Challenger Little League Volunteers

- Per Little League's 2025 Safety Plan requirement, all volunteers will be Required to take the "Abuse Awareness Course". This is a 30 minute Course via video with a 10 question quiz at the end and is required For all Managers, Coaches and Volunteers to take, to help spot and Report any abuse that may be occurring.
- Anyone refusing to take this course and turn in their certificate of Completion is ineligible to be a league volunteer.
- Abuse Awareness Training course website;
<https://usabdevelops.com/page/3532/courses>
pick the Abuse Awareness for Adults course



Concession Stand Safety Procedures

To help minimize the risk of food borne illness, please adhere to the following simple guidelines:

Menu: Keep it simple and keep potentially hazardous foods (meats, eggs, dairy products, fruits and vegetable) to a minimum. Avoid using precooked foods, leftovers or food that was prepared at home. *Complete control over your concession stand food, from source to service, is the key to safe, sanitary food service.*

Cooking and Storage: All potentially hazardous food should be kept at 41 degrees F or below (if cold) or 140 degrees F or above (if hot). *Most food borne illnesses are traced back to lapses in temperature control. Allowing hazardous food to remain un-refrigerated for too long has been the number ONE cause of food borne illness.* Keep foods stored off of the floor at least six inches. Keep foods covered to protect them from insects. Do not store pesticides near food. Thoroughly clean concession area and discard all unusable food after each game.

Hand Washing: Always wash hands before starting your shift, handling food, after using the bathroom, coughing, sneezing, handling money or touching raw food. Wearing disposable gloves can offer an additional barrier to contamination, but is no substitute for hand washing! *Frequent and thorough hand washing is the first line of defense in preventing food borne illness.*

Dishwashing: Use disposable utensils for food service and never reuse disposable dishware. In instances where cooking utensils are not disposable, wash in hot soapy water, rinse in clean hot water and air dry.

Equipment: All equipment to be inspected regularly by concession coordinator to ensure safe operation. Fire extinguisher location should be noted by all workers. Any equipment malfunction or safety hazard should be reported to concession coordinator immediately. Name and telephone number of concession coordinator to be posted for immediate contact.

Volunteers: An adult over 18 years of age will be present at all times. All volunteers must be over 14 years old. All concession volunteers to be instructed on proper hand washing, food handling and use of equipment. ONLY healthy workers should be allowed in the concession stand. Anyone with symptoms of fever, nausea, vomiting, diarrhea, jaundice, open sores, infected cuts, etc., is not allowed in food service area. The use of hair restraints is recommended.



First Aid Training

All coaches and managers are required to attend the Training/First Aid meeting. This meeting will be held on Thursday, February 20, 2025 at 6:30 pm. The meeting will be held at 16350 Venus Drive, Westminster, CA. This meeting is a requirement for all coaches/managers who have not received their first aid training in the last 3 years.

Fundamentals Training

All coaches and managers are required to attend the Fundamentals Training meeting. This meeting will be held on Thursday, February 27, 2025 at 6:30 pm. The meeting will be held at 16350 Venus Drive, Westminster, Ca, and will include a visit to Westminster Park for use of the facilities. This meeting is a requirement.



Code of Conduct

- **Speed Limit 5 mph** in roadways and parking lots while attending any Challenger Little League function. Watch for small children around parked cars.
- **No alcohol allowed** in any parking lot, field, or common areas within Challenger Little League complex.
- **No Playing in parking lots** at any time.
- **No Playing on and around** lawn equipment.
- **Use Cross walks** when crossing road ways. Always be alert for traffic.
- **No Profanity** please.
- **No Swinging Bats** or **throwing baseballs** at any time within the walkways and common areas.
- **No throwing balls** against dugouts or against backstop. Catchers must be used for all batting practice sessions.
- **No throwing** rocks.
- **No climbing** fences.
- **Only a player on the field**, who is at bat, may swing a bat.
- **Observe all posted signs. Players and spectators should be alert at all times for foul balls and errant throws.**
- **During game**, players must remain in the dugout area in an orderly fashion at all times.
- **After each game, each team must clean up trash** in dugout and around stands.
- **All gates to the field must remain closed** at all times. After players have entered or left the playing field, gates should be closed and secured.
- **No children under the age of 14** are to be permitted in the Snack Bars, dugouts, or fields.



Weather Conditions

A) Lightening:

Stop the game or practice at the first sign of lightening. Stay away from metal fencing (including dugouts)!! Also avoid trees, poles and other high objects. Do not hold a metal bat. Walk, do not run, to your car and wait for a decision on whether or not to continue the game or practice.

B) Heat:

Anytime the temperatures are 90 degrees F or above, please provide plenty of water, shade and rest periods during games and practices. Encourage players to drink small amounts frequently. Any player exhibiting signs of heat related illness (cramps, fatigue, light headedness, nausea, vomiting or headache) should be removed from the field immediately, placed in shade and hydrated. If symptoms do not improve immediately, seek prompt medical aid.

C) Rain/Mud:

Playing on muddy fields with wet equipment creates ruts and holes that can be a hazard and places the players at risk for injuries. When in doubt, reschedule the game or practice.

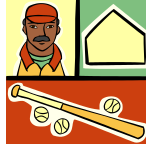


Maintenance and Storage Shed Procedures

The following applies to all of the storage sheds and apply to anyone who has been issued a key and access to all our facilities.

- All individuals with keys to the equipment sheds (i.e., Managers, Umpires, etc.) are aware of their responsibilities for the orderly and safe storage of rakes, shovels, bases, etc.
- Before you use any machinery located in the shed (i.e., lawn mowers, weed whackers, lights, scoreboards, public address systems, etc.) please locate and read the written operating procedures for that equipment.
- All chemicals or organic materials stored in sheds shall be properly marked and labeled as to its contents.
- All chemicals or organic materials (i.e., lime fertilizer, etc.) stored within these equipment sheds 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 should be cleaned up and disposed of as soon as possible to prevent accidental poisoning.



Coach Expectations

WHAT DO I EXPECT FROM MY PLAYERS?

- To be on time for all practices and games.
- To always do their best whether on the field or on the bench.
- To be cooperative at all times and share team duties.
- To respect not only others, but themselves as well.
- To be positive with teammates at all times.
- To try not to become upset at their own mistakes or those of others...we will all make our share this year and we must support one another.
- To understand that winning is only important if you can accept losing, as both are important parts of any sport.

WHAT CAN YOU AND YOUR CHILD EXPECT FROM ME?

- To be on time for all practices and games.
- To be as fair as possible in giving playing time to all players.
- To do my best to teach the fundamentals of the game.
- To be positive and respect each child as an individual.
- To set reasonable expectations for each child and for the season.
- To teach the players the value of winning and losing.
- To be open to ideas, suggestions or help.

WHAT DO I EXPECT FROM YOU AS PARENTS AND FAMILY?

- To come out and enjoy the game. Cheer to make all players feel important.
- To allow me to coach and run the team.
- To try not to question my leadership. All players will make mistakes and so will I.
- Do not yell at me, the players or the umpires. We are all responsible for setting examples for our children. We must be the role models in society today. If we eliminate negative comments, the children will have an opportunity to play without any unnecessary pressures and will learn the value of sportsmanship.
- Finally, do not expect the majority of children playing Little League baseball to have strong skills. We hear all our lives that we learn from our mistakes. Let's allow them to make their mistakes, but always be

there with positive support to lift their spirits.



District 62 Challenger Board Members and Officers

POSITION	NAME	TELEPHONE	EMAIL
President	Krissy Land	714-943-0748	kandkland@verizon.net
Vice President	Liz DeGeytere	714-496-5247	Jessliz@verizon.net
Treasurer	Sharon Sporcich	714-892-5679	Hilobeauty47@verizon.net
Fundraising Manager	Shanice Ramos	714-392-9890	Shanicen30@yahoo.com
Safety Officer	Jesse DeGeytere	714-496-5241	Jessliz@verizon.net
Information Officer	Joseph Gutierrez	714-351-4670	josephygutierrez92@hotmail.com
Equipment Manager	Ken Sporcich	714-943-0946	pingeyeken@verizon.net