

NORTHWEST LITTLE LEAGUE A 501(C) (3) NON-PROFIT ORGANIZATION

Understanding Your League's Finances

When a family decides to join Northwest Little League, it's a common practice to pay a registration fee when signing up a player. Many parents have asked; **"what are you using this money for"**.

From paying charter fees, and purchasing the uniforms and playing equipment, to the field and facility maintenance, it takes significant funding to play ball each year. Many leagues are incorporated through the Internal Revenue Service as 501(c) (3) non-profit, tax-exempt organizations, and all leagues are run by volunteers who live in your neighborhood. Each year, your community decides to be a part of Little League through the chartering process at a cost per team.

The cost of a local league and the annual operating budget are supplemented throughout the year by a variety of potential fundraising vehicles, including, but not limited to, player registration fee(s), organized fundraisers, private and commercial donations and financial support provided through team and league sponsorships.

When a league sets its registration fee(s) for players, and if there is a league-wide fundraiser, the money paid by parents typically goes into one of three columns in a league's financial ledger – general fund for yearly operating costs; capital fund for facility improvements; or tournament expenses.

Of course, there are a variety of expenses that a league tends to have each year, but those can typically be covered by the revenue earned from a well-run, profitable concession stand, and other special events hosted by the league, such as local regular-season and postseason tournaments.

The fields and facilities are one area where significant money can be spent each year. Many leagues do not own the location where their games are played. Municipalities are often the landowners, and leagues work from agreements that have been established that allows the league to operate on the property. Such arrangements often come with a cost which can range from a one-time occupancy charge for the months the league uses the facility; to day-to-day maintenance and upkeep; to fees for use of utilities.

Depending on these existing agreements and other fiscal priorities, the local Board of Directors decides how the league chooses to budget its funds and those decisions directly impact how much money it needs to operate. Some examples of a local league's on-field costs include playing equipment (hats and uniforms, bats, batting helmets, catcher's gear, baseball, score books and cards) and league-owned equipment and materials (tractors, field dry, batting cages, baseline paint and detachable bases). The cost of insurance on the players and facilities is also an annual consideration for the local Board.

Little League International strongly encourages all of its leagues to be forthcoming and transparent with its finances, and invites parents to ask questions to gain a better understanding of a league's financial operations. There is one important return on investment parents should pay attention to... a smile on a child's face after practices and games because of a well-run league. We cannot provide a well-run league without your full help and cooperation.

NWLL Athletic Participation Requirements



1. Registration Form completed and signed by parent/s.
2. Emergency Medical Authorization completed.
3. Acknowledgement of Risk form must be read, understood and signed.
4. An athlete **MUST** comply with all rules and regulations that District 3 Little League and Northwest Little League has set forth.
5. Photo copy of birth certificate.
6. All students have to provide a current copy of progress reports along with report cards upon request by his/her Coach or board member. Failing grades mean you fail the team. If he/she is on academic probation (meaning failing 1 or more classes), the athlete will have to work extra hard to pull grades up during the Spring and late Summer baseball season.
7. **ALL FEES** must be paid in full prior to the first scheduled contest for each season. It shall be understood that payment of fees does not guarantee athletic participation for every inning of every game. If an athlete drops or is removed from a program, such fees paid shall not be reimbursed. **NO REFUNDS** are issued after registration ends.

Thank you for your cooperation and we look forward to this athletic season!



Little League® Player Registration Form

Player Information

Player Name: _____ Birthdate (mm/xx/yyyy): _____
Address: _____ Gender: Male ☐ Female ☐
Address 2 (if applicable): _____ League Age: _____ League Fee: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ Email: _____
My child will tryout for: ☐ Baseball ☐ Softball

Parent/Guardian Information

Parent/Guardian #1

Name: _____
Phone: _____
Email: _____
Occupation: _____
Volunteer? ☐ Yes ☐ No
If yes, fill out "Volunteer Application"

Parent/Guardian #2

Name: _____
Phone: _____
Email: _____
Occupation: _____
Volunteer? ☐ Yes ☐ No
If yes, fill out "Volunteer Application"

Medical Information

Emergency contact: _____ Insurance carrier: _____
Relationship to player: _____ Phone: _____
Phone: _____ Policy: _____

Terms and Conditions

- (1) I/We, the parents/guardians of the above-named candidate for a position on a Little League team, hereby give my/our approval to participate in any and all Little League activities, including transportation to and from the activities.
- (2) I/We know that participation in baseball or softball may result in serious injuries and protective equipment does not prevent all injuries to players, and do hereby waive, release, absolve, indemnify, and agree to hold harmless the local Little League, Little League Baseball, Incorporated, the organizers, sponsors, supervisors, participants, and persons transporting my/our child to and from activities from any claim arising out of any injury to my/our child whether the result of negligence or for any other cause.
- (3) If applicable, I/We agree to return upon request the uniform and other equipment issued to my/our child in as good conditions as when received except for normal wear and tear.
- (4) I/We agree to provide proof of legal residence or school enrollment (as defined by Little League Baseball, Incorporated at LittleLeague.org/residence) and age. I/We understand that our child (candidate) must be eligible under the residence/school attendance and age regulations of Little League Baseball, Incorporated, to participate in this Local League, and that if any controversy arises regarding residence/school attendance and/or age, the decision of the Little League International Charter Committee in Williamsport, Pennsylvania shall be final and binding. I/We further understand that if any participant on a Little League team does not qualify for participation in the league based on residence (as defined by Little League Baseball, Incorporated) and/or age, such participant and/or team on which he/she participates be found ineligible, and forfeit(s) and/or suspension of Tournament privileges may be decreed by action of the Little League International Charter Committee or Little League International Tournament Committee.
- (5) I/We agree that our child (candidate) may be required to try out for a team. If such does not attend at least 50 percent of the tryouts, local Board-of -Directors' approval is required for such candidate to be placed on a team.
- (6) If applicable, I/We understand that our child (candidate) may be chosen at any time to play on a Major Division team, if he or she is of the correct age for such division as determined by the local league and Little League Baseball. Declining to move up to such Major Division team will result in forfeiture of eligibility for the Major Division for the current season, and may be subject to further restrictions by the local league.
- (7) I/We will furnish a certified birth certificate of the above-named candidate to League Officials.
- (8) I/We understand that my information as the parent or guardian of such above-named candidate is sent by the local league to Little League International each year. Such use of information by Little League International can be found here: www.LittleLeague.org/privacypolicy. You may opt-out of communications from Little League International at any time.

Signature: _____ Date: _____

Internal Use Only:

Birth Certificate: ☐ Yes ☐ No
Medical Release Form ☐ Yes ☐ No
Proof of Residency ur ☐ Yes ☐ No
School Enrollment

Waiver Needed? ☐ Yes ☐ No
Level Assigned: _____
Team Name: _____



LITTLE LEAGUE® BASEBALL AND SOFTBALL MEDICAL RELEASE



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

Player: _____ Date of Birth: _____ Gender (M/F): _____

Parent(s)/Legal Guardian Name: _____ Relationship: _____

Parent(s)/Legal Guardian Name: _____ Relationship: _____

Player's Address: _____ City: _____ State/Country: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Mobile Phone: _____

PARENT OR LEGAL GUARDIAN AUTHORIZATION: _____ Email: _____

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

Family Physician: _____ Phone: _____

Address: _____ City: _____ State/Country: _____

Hospital Preference: _____

Parent Insurance Co.: _____ Policy No.: _____ Group ID#: _____

League Insurance Co.: _____ Policy No.: _____ League/Group ID#: _____

If Parent(s)/Legal Guardian cannot be reached in case of emergency, contact:

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

Medical Diagnosis	Medication	Dosage	Frequency of Dosage

Date of last Tetanus Toxoid Booster: _____

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

Mr./Mrs./Ms. _____
Authorized Parent/Legal Guardian Signature Date: _____

FOR LEAGUE USE ONLY:

League Name: _____ League ID: _____

Division: _____ Team: _____ Date: _____

WARNING: PROTECTIVE EQUIPMENT CANNOT PREVENT ALL INJURIES A PLAYER MIGHT RECEIVE WHILE PARTICIPATING IN BASEBALL/SOFTBALL.

Little League does not limit participation in its activities on the basis of disability, race, color, creed, national origin, gender, sexual preference or religious preference.



Little League® Baseball and Softball School Enrollment Form



The District and the local league will maintain this form and supporting documentation in their files. Completion of this form is only required ONCE during a participant's career, unless the school enrollment changes. A II(d) would then be required.

To Be Filled Out By Parent/Legal Guardian

Date: _____

League Name: _____

League ID#: _____

Player/Student Name: _____

Date of Birth: _____

Division:

(Check One)

☐

Baseball

☐

Softball

Level:

(Check One)

☐

Tee Ball

☐

Minors

☐

LL (Majors)

☐

Intermediate

☐

Junior

☐

Senior

Parent/Guardian Address: _____
(Street) (City/State) (Zip)

(Print Name of Parent/Legal Guardian)

(Signature of Parent/Legal Guardian)

(Date)

To be filled out by School Administrator, Principal, or Vice Principal

I, _____ of _____ School, located at
(Print Name) (Print School Name)

_____; _____ hereby verify that
(Physical Address) (School Phone Number)

_____ has enrolled and is attending the above named school for the _____
(Print Student Name) (Year)

academic year prior to October 1st, of the current academic year.

This student has been enrolled as of _____
(Date)

(Signature)

(Date)

Title (School Administrator, Principal, or Vice Principal)

If the Charter/Tournament Committee subsequently finds that the information submitted as acceptable documentation regarding school enrollment/attendance now shows that the previously submitted information/documentation was falsified, misrepresented or insufficient, then Little League Baseball, Incorporated reserves the right to impose sanctions and/or penalties on all appropriate parties, including but not limited to players, coaches, league officials, and/or the league which could result in suspension and/or terminations with Little League Baseball, Incorporated.



PHOTOGRAPHY CONSENT FORM / RELEASE

I, (print name) _____, hereby grant permission to Northwest Little League representatives, to take and use: photographs and/or digital images of me for use in news releases and/or Team Snap materials. These materials might include printed or electronic publications, Web sites or other electronic communications. I further agree that my name and identity may be revealed in descriptive text or commentary in connection with the image(s). I authorize the use of these images without compensation to me. All negatives, prints, digital reproductions shall be the property of Northwest Little League.

(Date)

(Signature of adult subject)

(Address)

(City, State, Zip)

RELEASE FOR MINOR CHILDREN

(Under 18)
I, (print name) _____, parent or official guardian of (child's name) _____ hereby grant permission to Northwest Little League representatives, to take and use: photographs and/or digital images of my child for use in news releases and/or Team Snap materials as follows: printed publications or materials, electronic publications, or Web sites. I agree that my child's name and identity: may be revealed in descriptive text or commentary in connection with the image(s). I authorize the use of these images without compensation to me. All negatives, prints, digital reproductions and shall be the property of Northwest Little League.

(Date)

(Signature of Parent or Guardian)

(Address)

(City, State, Zip)

Sport Parent Code of Conduct

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

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

Preamble

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

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

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

I therefore agree:

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

Parent/Guardian Signature

RESIDENCY AND SCHOOL ATTENDANCE ELIGIBILITY REQUIREMENTS

Each local Little League determines the actual geographic boundaries of the area from within which it shall select players. These boundaries must be described in detail and shown on a map and dated when making application for a Little League charter. Players will be eligible to play with that league only if they reside or the physical location of the school where they attend classes is within the boundaries provided to and approved by Little League Baseball, Incorporated.

NOTE: Players who established "residence" or "school attendance" for regular season and/or tournament in a prior season using the Tournament Player Verification form, and can produce the form with proper proofs and signatures, will **NOT** need to complete a new Tournament Player Verification form.

I. A PLAYER WILL BE DEEMED TO RESIDE WITHIN THE LEAGUE BOUNDARIES IF:

- A. His/her parents are living together and are residing within such league boundaries, OR;
- B. Either of the player's parents (or his/her court-appointed legal guardian) reside within such boundaries. It is unacceptable if a parent moves into a league's boundaries for the purpose of qualifying for tournament play. As detailed later in these rules, the penalty for violation of this rule may, in Little League Baseball, Incorporated's discretion, result in the disqualification of a player, team or entire league from regular season and/or tournament play.

"Residence," "reside," and "residing" refers to a place of bona fide continuous habitation. A place of residence once established shall not be considered changed unless the parents, parent, or guardian makes a bona fide change of residence.

Residence shall be established and supported by documents containing the full residence which includes parent(s) or guardian(s) name, street address, city, state, and zip code information, dated or in force between February 1, 2021 (previous year) and February 1, 2022 (current year), from one or more documents from each of the three Groups outlined below:

NOTE: Example – Three documents from the same Group (utility bill, cable bill, and bank statement) constitute only ONE document.

GROUP ONE	GROUP TWO	GROUP THREE
1. Driver's License	1. Welfare/child care records	1. Voter's Registration
2. School records	2. Federal records (i.e. Federal Tax, Social Security, etc.)	2. Utility bills (i.e., gas, electric, water/ sewer, phone, mobile phone, heating, waste disposal)
3. Vehicle records (i.e., registration, lease, etc.)	3. State records	3. Financial records (i.e. loan, credit, investments, etc.)
4. Employment records	4. Local (municipal) records	4. Medical records
5. Insurance documents	5. Support payment records	5. Internet, cable, or satellite records
	6. Homeowner or tenant records	
	7. Military records	

Any documents submitted as proof of residence must demonstrate bona fide continuous habitation as determined by Little League Baseball, Incorporated in its sole discretion.

II. A PLAYER WILL BE DEEMED TO ATTEND SCHOOL IN THE BOUNDARIES IF:

- A. The physical location of the school where he/she attends classes is within the boundaries established by the local league. **NOTE:** This excludes home schools, cyber schools, sports-related schools, sports academies, preschools, or after school where a student participates outside of the primary school the player is enrolled.

"School attendance" refers to the (place) physical location the player in question attends school during the traditional academic year. Once established, a location of school attendance shall not be considered changed unless the child is enrolled and attends another school or is no longer enrolled in or attending the previous school.

School attendance shall be established and supported by a document indicating enrollment for the current academic year, dated prior to **October 1, 2021**, and with the physical location of the school, from **ONE of the following categories** to determine school attendance by such player:

1. Official/Certified school enrollment record dated prior to **October 1, 2021**
2. A Little League-issued school attendance form completed by the principal, assistant principal, or administrator authorized to sign on behalf of the school

It is recommended that the league require some proof of residence or school attendance within the league's boundaries at the time the player registers. Players and their parents/guardians are advised that a false statement of residence or school attendance may lead to ineligibility to play Little League Baseball or Softball. Under **NO** circumstances does **ANY** person have the authority to grant a waiver that allows a child to play in a local Little League program **IN ANY DIVISION**, when that child does not qualify under these eligibility requirements. Any league who accepts any player outside of its boundaries and fails to properly document compliance with the "Residence and/or School Attendance Player Eligibility Requirement" or obtain a waiver through the Charter Committee may result in the disqualification of a player, team, or entire league from regular season and/or tournament play.

If the claim for residency or school attendance is challenged, the above materials must be submitted to Little League Baseball, Incorporated, with an affidavit of residency or school attendance from the parent(s) or guardian(s). Little League Baseball, Incorporated shall have the right to request additional documentation in support of the claim of residency or school attendance. The parent(s) or legal guardian(s) will be required to provide said documentation to obtain eligibility. Little League Baseball, Incorporated shall decide the issue in its sole discretion, and that decision will be final and binding. Residency or school documents must illustrate that the residence or school attendance (as defined above) was inside the league's boundaries throughout the regular season (as of June 15 of the year in question).

In the case of a Regulation II(d) Waiver Form, or a Regulation IV(h) Waiver Form, the proof of residence for the **FORMER** residence of the parent(s)/guardian(s) or former school that was within the current league's boundaries must be obtained. This proof of residence for the former residence or former school attendance must be supported by the same documentation as noted above.

TOURNAMENT REQUIREMENT FOR NON-CITIZENS:

A participant who is not a citizen of the country in which he/she wishes to play, but meets residency requirements as defined by Little League, may participate in that country if:

1. his/her visa allows that participant to remain in that country for a period of at least one year, or;
2. the prevailing laws allow that participant to remain in that country for at least one year, or;
3. the participant has an established bona fide residence in that country for at least two years prior to the start of the regular season.

Exceptions can only be made by action of the Charter Committee in Williamsport. Any request for a waiver pertaining to the eligibility of a player must be submitted in writing, by the president of the local Little League through the District Administrator, to the respective Regional Director not later than the date prescribed in Regulation IV(j). Requests submitted after that date will not be considered.

PROOF-OF-AGE REQUIREMENTS ACCEPTABLE FORMS OF PROOF OF BIRTH DATE

1. Original proof of age document, if issued by federal, state, or provincial registrars of vital statistics in the country in which the Little Leaguer is participating.
2. If country of participation differs from the country of proof of age document, original proof-of-age document issued by federal, state, or provincial registrars of vital statistics, or local offices thereof, are acceptable proof of age, provided the document was filed, recorded, registered, or issued within one (1) year of the birth of the child.
3. An original document issued by federal, state, or provincial registrars of vital statistics, or local offices thereof, listing the date of birth, with reference to the location and issue date of the original birth certificate, is acceptable. (The original birth certificate referenced must have been filed, recorded, registered, or issued within one (1) year of the birth of the child.) Also issued by these agencies are photocopies of the certificate of live birth with the certification also photocopied, including the signature, and include the seal impressed thereon. Such documents are acceptable without "live" signatures, provided the original filed, recorded, registered, or issued date of the birth certificate was within one (1) year of the date of birth.
4. For children born abroad of a parent or parents who are U.S. citizens, any official government document issued by a U.S. federal agency or service, is acceptable. For military dependents, Department of Defense identification cards and military hospital certificates are acceptable. These must be originals, not copies, and must refer to a filing, recording, registration, or issue date that is within one (1) year of the birth of the child.
5. A "Statement in Lieu of Acceptable Proof of Birth" issued by a District Administrator is acceptable.

NOT ACCEPTABLE AS SOLE PROOF OF BIRTH: Baptismal Certificate; Certificate of Blessing; Certificate of Dedication; Certificate of Circumcision, etc.; Hospital Certificate; photocopied records; passports.

NOTE: Little League International has authorized the Regional Directors for Latin America and Caribbean, Europe and Africa, and Asia-Pacific, to adopt a policy that excludes No. 1 above. Local Little Leagues and districts in those regions will be informed of the regional policy.

HOW TO OBTAIN ACCEPTABLE DOCUMENTS PROVING DATE OF BIRTH

Certified copy-of-birth records may be obtained from the Registrar of Vital Statistics of each state, province, or local office where the child was born. For U.S.-born persons, addresses of these offices or bureaus, fees required, and other pertinent information are supplied by the United States Department of Health and Human Services (National Center for Health Statistics). A database listing the method for obtaining birth records from any U.S. state or territory is available at the following Internet address: cdc.gov/nchs/w2w.htm

Individual states may also have online instructions on how to obtain "rush" birth records. To find out a state's latest policies regarding birth records, go to the Internet site listed below and type "birth records" into the search field, designate the appropriate state, then **click on "SUBMIT."** → USA.gov

Persons in the U.S. who need a copy of a non-U.S. birth record should contact the Embassy or the nearest Consulate of the country in which the birth occurred. Addresses and telephone numbers for these offices are listed in the U.S. Department of State Publication 7846, "Foreign Consular Offices in the United States," which is available in many local libraries. This information may also be located at the following Internet address [found online](#). Such proof-of-birth records must meet the criteria for acceptable proof listed above.

HOW TO OBTAIN A "STATEMENT IN LIEU OF ACCEPTABLE PROOF OF BIRTH"

When an "Acceptable Proof of Birth" as described previously is not available, then the appropriate number of items in EACH of these FOUR groups are required so that the participant may obtain a "Statement in Lieu of Acceptable Proof of Birth," which is required for such a participant to be eligible for regular season or tournament play:

Group 1. Any one (1) of the following, provided the date of birth is listed: a naturalization document issued by the United States Department of Justice; photocopy of birth certificate; original birth certificate or government record of birth if not containing a filing, recording, registration, or issue date within one (1) year of the date of birth; passport; **PLUS...**

Group 2. Any two (2) of the following, provided the date of birth is listed: Baptismal Certificate; Certificate of Blessing; Certificate of Dedication; Certificate of Circumcision; or any other religious-related certificate; Hospital Certificate; School Record (must be dated, and date of issue must be at least two years prior to current season); Social Security document; Welfare Department document; adoption record. Any item in this group must be an original document, not a copy; **PLUS...**

Group 3. Any two (2) of the following: A written, signed, and notarized statement from

- ... the doctor who delivered the child;
- ... a hospital administrator where the child was delivered;
- ... the principal or headmaster of the school the child attends;
- ... a Social Worker with personal knowledge of the child's date of birth;
- ... a Priest, Rabbi, Minister, Mullah, or other titled religious figure with personal knowledge of the child's date of birth;
- ... the child's pediatrician or family doctor.

NOTE: In each statement in Group 3, the writer must describe his/her responsibilities or his/her relationship to the child, and must attest to his/her personal knowledge that the child was born on the date claimed; **PLUS...**

Group 4. A written, signed, and notarized statement from one or both parents, or the legal guardian (as appointed by a court of jurisdiction), attesting to the date of birth claimed.

The league president will forward the above documentation to the District Administrator (or, if the team is traveling, the Tournament Director). If in the opinion of the District Administrator, such evidence is satisfactory, a "Statement In Lieu of Acceptable Proof of Birth" will be issued. This statement will be considered to be acceptable proof of age from that point forward, throughout the child's Little League experience, provided all the information submitted is accurate. (**NOTE:** If the District Administrator is unable to review the documents, they may be submitted to the appropriate Regional Headquarters.)

NOTE: Situations where players use the name of an adopting family or the name of the family with whom they live, but whose births are recorded under the surname of the natural father or mother, will be handled as follows: The president of the league will obtain from the parents or guardian a document that qualifies under Proof-of-Age Requirements, as well as a copy of the adoption papers (if the player has been legally adopted). If the player was not adopted, a notarized statement from the mother and/or father or legal guardian (as appointed by a court of jurisdiction), saying that the player living under one or the other of their surnames is the same player (for whom the birth certificate was issued) is also required.

These documents will be submitted to the District Administrator. If the documents are found to be acceptable, a "Statement in Lieu of Acceptable Proof of Birth" will be issued and all original documents returned. The information submitted will be kept confidential.

HEADS UP CONCUSSION ACTION PLAN



IF YOU SUSPECT THAT AN ATHLETE HAS A CONCUSSION, YOU SHOULD TAKE THE FOLLOWING STEPS:

1. Remove the athlete from play.
2. Ensure that the athlete is evaluated by a health care professional experienced in evaluating for concussion. Do not try to judge the seriousness of the injury yourself.
3. Inform the athlete's parents or guardians about the possible concussion and give them the fact sheet on concussion.
4. Keep the athlete out of play the day of the injury. An athlete should only return to play with permission from a health care professional, who is experienced in evaluating for concussion.

▶ **“IT’S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.”**

CONCUSSION SIGNS AND SYMPTOMS

Athletes who experience one or more of the signs and symptoms listed below after a bump, blow, or jolt to the head or body may have a concussion.

SYMPTOMS REPORTED BY ATHLETE

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not “feeling right” or is “feeling down”

SIGNS OBSERVED BY COACHING STAFF

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to hit or fall



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HEADS UP

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