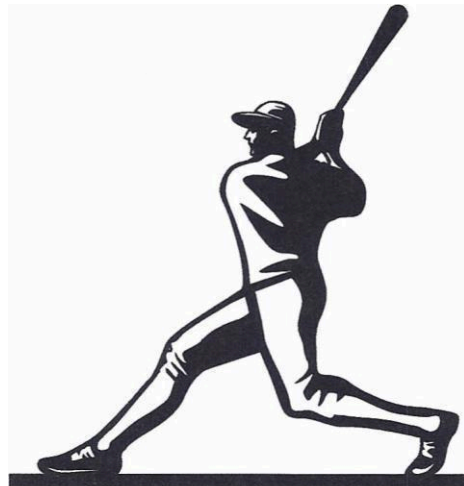




**2025
ASAP Plan**



Nipomo Little League Safety Plan 2025



Nipomo Little League is a non-profit organization, run by volunteers. Our mission is to provide an opportunity for our community's children to learn the game of baseball, in a safe and friendly environment.

NLL ASAP – 2025

Dear Managers, Coaches, League Volunteers and Team Parents

Welcome to the 2025 season. Nipomo Little League (NLL) has implemented A Safety Awareness Program (ASAP) in accordance with the guidelines of Little League Baseball, Incorporated. In doing so, the board has made a commitment to provide a safe environment for all participants and spectators of NLL.

Safety Items for 2025 include:

- Emergency contact information for the league.
- Volunteer applications and screening.
- Baseball fundamentals training for managers and coaches at all levels.
- First Aid training for Managers, Coaches, and League Volunteers at all levels.
- Routine safety inspections of the fields by Managers, Coaches, and Umpires.
- Update of the Facility Survey Form for the 2025 season.
- Implementation of safety rules and check list for the Concession Stand.
- Inspection of all equipment by the League Safety Officer prior to the season.
- Implementation of prompt accident reporting.
- First aid kits supplied to all teams.
- NLL will require all teams to enforce all little league rules.
- Complete and submit the Qualified Safety Plan Registration form.
- Provide a list of all Player Registration data or Player Roster data, and Coach and Manager data.
- Continued improvements to playing fields, including the rehabilitation and maintenance of infield surfaces.
- 2025 Survey Questions

This manual is designed not only as a listing of safety rules and regulations, but as a valuable resource for all NLL volunteers, to improve the safety of our league. Join us in implementing the safety policies as outlined in this manual.

Elijah Coleman
NLL Safety Officer

Crystal Alley
NLL President

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Attachments

Little League Baseball & Softball National Facility Survey- 2025
ASAP Activities/Reporting Forms
Snack Bar Safety Forms
Concussion Protocol Documents
Field and Game Safety Checklist
Nipomo Little League Volunteer Form(s) - 2025

1.0 Purpose

The purpose of the Nipomo Little League Safety Plan is to provide every child of Little League age the opportunity to play baseball in the safest possible conditions. Although there are inherent risks of injury in the games, we will strive to minimize those risks by incorporating and renewing this Safety Plan every season.

A copy of this Safety Manual will be available for all Managers, Coaches, League Volunteers and the District.

2.0 League Safety Officer

The Nipomo Little League Safety Officer is the direct link between the Board of Directors and the managers, coaches, umpires, players, and any other third parties regarding safety matters. The main responsibility of the NLL Safety Officer is to develop, implement, and communicate the League's Safety Program to all involved.

The Nipomo Little League Safety Officer for 2025 is Mr. Elijah Coleman The NLL Safety Officer's responsibilities shall include but are not limited to the following:

- The Safety Officer shall ensure that the field and playing conditions are maintained as safe as possible.
- The Safety officer shall conduct necessary safety training.
- The Safety officer shall provide recommendations and reports of all incidents to the Board.
- The Safety Officer and/or President shall be the contact person for insurance forms.
- The Safety Officer shall report to the President.
- The Safety Officer shall file the Safety Plan with Little League, Inc. by the established deadline.

3.0 Volunteer Application and Background Checks

Background checks will be required for all volunteers, including, but not limited to board members, managers, coaches, team parents, and anyone else who has direct contact with children. The purpose of the background check is to ensure that children are protected from anyone who has committed any crimes against minors and that the league is aware of any criminal background. Colored wristbands will be provided to all volunteers who have passed the background check so that they are easily identified.

4.0 Fundamentals, First Aid and Concussion Training

NLL offers training for managers and coaches for the purpose of teaching the fundamentals of hitting, sliding, fielding, pitching, etc. At least one representative from each team will be required to have attended the fundamentals and first aid training once every three years. Fundamental training is scheduled for February 2025 at the Majors Field. NLL will also require First Aid training for Managers, Coaches, and League Volunteers that have not completed this training in the past three years. First Aid training can be completed on-line through "www.firstaidforfree.com" or any other on-line first aid training services. All NLL Board Members, Managers & Coaches will be required to complete the California state requirement for concussion training on www.cdc.gov website on an annual basis. NLL Safety Officer will confirm training has been completed.

5.0 Nipomo Little League ASAP Contact Information

General Contacts:

Williamsport Insurance Claim Office	(570) 327-1674
Marian Medical Center	(805) 739-3000
Emergency Phone Number	911
San Luis Obispo County Sheriff Emergency	911
San Luis Obispo County Fire Department Emergency	911

Executive Board:		
President	Crystal Alley	crystalalley17@gmail.com
Vice President	Craft Jones	craftjones@gmail.com
Treasurer	Charla Olivares	charlaolivares78@gmail.com
Secretary / Scorekeeper Chair	Jerra Zarate	zaratejerra@gmail.com
Player Agent	Dave Alley	dsalley22@yahoo.com
Chair Positions:		
Safety Officer	Elijah Coleman	ecoleman@troeshcoleman.com
Umpire in Chief	Kevin Case	kevin.case@att.net
Team Parent Rep	Deborah Merkley	deborahccurn@gmail.com
Snack Bar Coordinator	Ashlee Hillier	ashleehillier@gmail.com
Majors Snack Bar Lead	Emily Kuras	em.kuras@gmail.com
Sponsorship Chair	China Perez	camposchina@yahoo.com
Equipment Manager	Nick De La Torre	delatorre.nicholas@yahoo.com
Coaching Coordinator	Patrick Starr	starrshipsportfishing@gmail.com
Co Field Manager	Jesse Pollock	jleepollock@yahoo.com
Field Manager	Tim Chew	timchew13@yahoo.com
TBall Chair	Abraham Perez	perezabraham09@yahoo.com
CAPS Chair	Drew Naus	drewnaus@gmail.com
Minors Chair	Michelle Case	michelle.case@att.net
Major Chair	Mike Gutierrez	proformtile5@yahoo.com
Juniors Chair	Jared Alley	jaredalley12@gmail.com
Challenger Chair	Shaila Serrano	shailatripp@yahoo.com

* This list will be posted in the concession stand.

6.0 Facilities and Equipment

A 2025 Facility Survey was completed on-line on December 28, 2018 and is attached for reference. Prior to the start of the season, NLL Equipment Manager will inspect all equipment for safety defects before it is distributed to the managers. Defective equipment shall be discarded.

Coaches and managers will be required to walk/inspect the fields prior to practices and games. Umpires will be required to walk the fields for hazards and inspect equipment before each game.

7.0 Nipomo Little League Safety Code

The Board of Directors of Nipomo Little League has mandated the following Safety Code. All managers and coaches are required to read this Safety Code and review pertinent information regarding the Safety Code to their parents and players.

Responsibility for safety procedures belongs to every adult member of Nipomo Little League. It is strongly recommended that a cellular phone be available at all practices and games in case of a medical emergency.

Managers, coaches, and umpires should have attended a First Aid training course once every three years. First Aid kits shall be provided to all managers during the pre-season, and additional kits will be located in the snack bar.

Practice areas and fields will be inspected before games and practices for holes, damage, stones, glass, and other hazards. Any damaged areas shall be repaired prior to games and/or practices. No games or practices will be held when weather or field conditions are unsafe, particularly when lightning is present.

Team equipment should be stored within the team dugout or behind screens, and not within the area defined by the umpires as "in play". Responsibility for keeping equipment off of the field of play should be that of a player assigned for this purpose or by the team manager and designated coaches. Equipment shall be inspected for wear and proper fit.

Only players, managers, coaches, and umpires are permitted on the playing field or in the dugout during games and practice sessions. During practice and games, all players should be instructed to be aware of batted balls. During warm-ups, players should be spaced so that no one is endangered by errant balls.

Pitching machines must be in good working order (including extension cords, outlets, etc.) and must be operated by adult managers and coaches. Batters must wear Little League approved protective helmets that bear the NOCS AE seal, during batting practice and games.

Catchers must wear a catcher's helmet (with face mask and throat guard), long model chest protector, shin guards, and a catcher's mitt (not a first baseman's mitt or a fielder's glove). Male catchers must wear a protective supporter and cup at all times. Catchers may not catch, including warming up a pitcher, in practices or games without wearing full catcher's gear and cup as described above. All male players will wear athletic supporters and cups during games and practices.

Batting/catcher helmets should not be painted unless approved by the manufacturer.

8.0 Managers and Coaches

The manager is a person appointed by the Board of Directors of NLL 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.

The manager is responsible for:

- The team's conduct.
- The observance of the official rules and deference to the umpires.
- The safety of his players.
- The actions of designated coaches.
- Electing Team/Player "Safety Representatives".

Managers will:

- Take possession of this Safety Manual and the First Aid Kit supplied by NLL and always have them on hand at all practices and games.
- Attend a training session on First Aid and Fundamentals given by NLL. Managers are encouraged to have one or more of their coaches or team parents attend the training as well. One representative per team is mandatory to attend each year or all coaches and managers are required to attend this training at least once every three years. One individual can only represent one team during the training. First Aid training for the 2025 season can be completed online at www.firstaidforfree.com and Fundamentals training is scheduled for February 2025 at the Majors field.
- Teach players the fundamentals of the game while advocating safety.
- Not play or practice with children that are ill or injured.
- Notify parents that if a child is injured or ill, he or she cannot return to practice or games unless they have a note from their doctor. This medical release protects you if that child should become further injured or ill. *There are no exceptions to this rule.*
- Attend to children that become injured during a game or practice.
- Notify parents if their child has been injured no matter how small or insignificant the

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injury is. *There are no exceptions to this rule.* This protects you, Little League Baseball, Incorporated and NLL.

- If there was an injury, make sure an accident report was filled out and given to the NLL Safety Officer.
- Teach that prevention is the key to minimizing accidents.
- Encourage players to bring *water bottles* to practices and games and drink often so they do not dehydrate.
- Make sure that *telephone access* is available at all activities including practices. It is suggested that a *cellular phone* always be on hand.
- Encourage players to wear sliding pads (particularly if players have cuts or scrapes on their legs).
- Make sure that the equipment is in good, safe working order.
- Inspect the field and equipment prior to every NLL game.
- Make sure catchers are wearing the proper equipment.
- Observe the “no- on-deck” rule for batters and keep players behind the screens at all times. Players shall not handle a bat in the dugouts at any time.
- Except when a runner is returning to a base, head first slides are not permitted.
- At no time should "horse play" be allowed on the playing field.
- Players must not wear watches, rings, pins, jewelry, or other metallic items during practices or games. (Exception: jewelry alerting medical personnel to a specific condition is permissible, but must be taped in place.)
- Shoes with metal spikes or metal cleats are not permitted.
- On-deck batters are not permitted.
- No food or drinks are allowed in the dugouts (exceptions: water and sports drinks in plastic bottles).
- No alcohol or drugs allowed on the premises at any time.
- No medication will be taken on the field unless it is administered directly by a player's parent or guardian.
- No playing on or around the field preparation equipment or machinery at any time.
- Managers will never leave an unattended child at practice or games.
- Managers are responsible for the actions of their fans.
- Return the field to its pre-game conditions, per NLL policy.

9.0 General Safety and Responsibilities

Safety is the responsibility of all managers, coaches, and parents.

NLL will submit League Rosters immediately upon completion of annual registration.

NLL will submit the required Qualified Safety Program Registration Form as required with ASAP Plan submission.

- Managers and umpires shall inspect the playing area before games and practices for holes, damage, stones, glass and other foreign objects and repair or remove any obstacles.
- Each manager, coach, team parent and player shall use proper reasoning and care to

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- prevent injury to him/her and to others.
- Only league-approved managers and/or coaches are allowed to practice teams.
- No games or practices are to be held when weather or field conditions are poor, particularly when lighting is inadequate.
- Team equipment will be stored within the team dugout or behind screens, and not within the area defined as in play.
- Only players, managers, coaches, umpires and team parents are allowed on the playing field or in the dugout during games.
- Managers and coaches are responsible for keeping bats and loose equipment off the field of play. It is recommended the manager designate a different player to handle this responsibility each game. Foul balls batted out of the playing area shall be returned to the nearest dugout.
- During practice and games, all players should be alert and watch the batter on each pitch. During warm-up drills, players should be spaced so as to not endanger them of wild throws or missed catches.
- All pre-game warm ups should be performed within the confines of the playing field or designated areas.
- The condition of equipment shall be inspected regularly by the manager and coaches.
- Batters must wear Little League approved protective helmets during batting practice and games while batting and when on base. Chinstraps are recommended, with an exception for Major divisions or above.
- Headfirst slides are not permitted except when a runner is returning to a base.
- During sliding practice, bases shall not be strapped down or anchored. No swinging bats or throwing baseballs at any time within the walkways or bleacher areas.
- At no time will horseplay be permitted in the dugout or on the field.
- No climbing on fences.
- No throwing dirt or rocks.
- No running on the bleachers.
- Managers will only use official Little League balls supplied by NLL.
- All male players will wear athletic supporters or cups during practice and games.
- Male catchers must wear metal, fiber or plastic type cups and a long-model chest protector. Female catchers must wear long or short model chest protectors.
- All catchers must wear a facemask, throat guard, shin guards and chest protector when catching.
- Managers and coaches may not warm up pitchers during a game.
- A catcher must wear their mask while warming up pitchers.
- Shoes with metal spikes or cleats are permitted in the boy's intermediate, juniors and seniors division only, shoes with molded cleats only are permissible in all other divisions.
- Players will not wear watches, rings, pins or other metallic items during practice or games.
- Bicycle helmets must be worn at all times when riding to and from the fields.
- Never hesitate to report any present or potential safety hazard to the NLL Safety

Officer.

- Always ensure a cellular phone is available when a game or practice is held.
- No drugs or alcohol will be allowed on the playing fields or their premises at any time.
- No medication will be taken at a practice or game unless administered directly by the child's parents.
- No smoking is allowed on baseball fields or dugouts.
- No one is allowed to play baseball with open wounds. Wounds should be treated and properly bandaged.
- Pets are not allowed on the fields at any time including dogs, cats, horses, etc. Registered Seeing Eye companions are acceptable.
- Players and spectators should be alert at all times for batted balls and errant throws.
- Be aware of any medical problems or allergies pertaining to your players; determine from with the parent on how to detect or deal with any condition. At least two adults must be present at any game or practice.
- Managers and coaches shall communicate this information to parents and families and are expected to help enforce these policies and procedures during practices and games.
- NLL Safety Officer contact information shall be posted in the snack bar.

10.0 Game Preparation

Prior to Game

- Conduct stretching prior to practice and games. The purpose of stretching is to increase flexibility within the various muscle groups and prevent tearing from overexertion. Stretching should never be done forcefully, but rather in a gradual manner to encourage looseness and flexibility.
- NLL strongly supports stretching before every practice and game.
- Make sure that players are healthy, rested and alert. Ensure that players returning from injury have a medical release signed by their doctor.
- Ensure players are wearing the entire proper uniform. Ensure that all equipment is in good, safe working order.
- Do a physical inspection of the playing field, correcting any hazardous conditions (i.e., fill divots, remove debris) immediately. Report any other repairs that are necessary to the Safety Officer as soon as possible. Determine with the opposing manager that the playing field is fit to play on.
- In the event that it is not playable, contact the President or board member on field duty.

During Game

Players shall not be alone in the dugout. A coach or parent shall be assigned to the dugout at all times. Utilize a player as a base coach if necessary.

- Assure no equipment is left lying in the field, either in fair or foul territory. Keep players alert.
- Maintain discipline and be organized at all times.

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- Keep players sitting on the team's bench in the dugout unless they are preparing to enter the game. Observe the "no on-deck "rule for batters and keep players behind the screens at all times.
- Do not allow players to climb on fences.
- Get players to drink fluids often to prevent dehydration.
- Do not play with children who are ill or injured.
- Tend to children that become injured in a game or practice.

Post Game

- Do not leave the field until every team member has been either picked up by a known family member or has left with a pre-designated driver.
- Notify parents if their child has been injured, no matter how small or insignificant the injury may seem.

11.0 Weather

NLL shall be responsible for determining when games are canceled. Managers/coaches should listen to current weather forecasts the day of any game and be alert to changing weather conditions. If inclement weather is forecasted, it is recommended that prior to starting the game an adult be appointed to monitor the weather conditions as they appear on the horizon.

Rain

If it begins to rain: Evaluate the strength of the rain. Is it a light drizzle or is it pouring? Determine the direction the storm is moving. Periodically evaluate the condition of the playing field. Stop play if conditions become unsafe. Managers are to consult with the umpire, of which the umpire makes the final decision. If the umpire and managers decide to postpone, wait 20 minutes from this point before making a decision to cancel the game.

Lightning

When lightning is observed or thunder is audible, all outdoor activities will be suspended for 30 minutes. All players, coaches and managers will return to their vehicles for this period of time. If a severe thunderstorm warning is issued, all field activities will cease and everyone is directed to return home. Assure all players are with adults and off the fields. Stay away from metal including fencing and bleachers and do not hold metal bats.

12.0 Player Health and Safety

Hydration

Good nutrition is important for children. Sometimes the most important need is water, especially when they're physically active. During the season encourage players to drink fluids every 15 to 30 minutes. If a player looks distressed while standing in the hot sun, substitute that player and get them into the shade as soon as possible.

Child Abuse/Neglect

In the event you suspect that one of your players is a victim of abuse/neglect; you should immediately contact the League President or Safety Officer for possible follow up with local law enforcement.

First Aid

Inspect your first aid kit and what it contains before it becomes necessary to use it. Additional kits can be obtained from the Safety Officer. First Aid is the first care given to a victim. When rendering care, operate within your scope of practice.

Good Samaritan Law

The "Good Samaritan Law" gives protection to people who provide emergency care to ill or

injured persons. This legal immunity protects you, as a rescuer, from any litigation and being held responsible for the victim's injury, when operating within your scope of practice. When citizens respond to an emergency and act as a reasonable and prudent person would under the same conditions, this immunity will prevail.

Checking and Victim, Where Do I Start?

If the victim is conscious, ask them what happened? The victim may be able to tell you what happened and how he or she feels. This information helps determine what care may be needed. Never be in a hurry to move any victim, the ground is firm and works like a splint. Then do the following:

- If the victim is unconscious, obtain what happened from the bystanders and have someone call 911 immediately.
- Check the victim from head to toe so you don't overlook any problems.
- Do not ask the victim to move or move the victim yourself until the check is completed. Examine the scalp, face, ears, nose and mouth, note any clear fluid coming from the ears.
- Examine the arms and legs for cuts, bruises, bumps or depressions.
- Watch for changes in consciousness. Notice if the victim is drowsy, not alert or confused.
- Look for changes in the victim's breathing. It should be regular, quiet and easy.
- Notice how the skin looks and feels. Note if the skin is reddish, bluish, pale or gray.
- Feel with the back of your hand on the forehead to see if the skin feels unusually damp, dry, cool or hot.
- Ask the victim again about the area that hurts. Ask the victim to move each part of the body that doesn't hurt. Check the shoulders by asking the victim to shrug them.
- Ask the victim if they can move fingers, hands and arms. Think of how the body usually looks. If you are not sure if something is out of shape, check it against the other side of the body.
- When you have finished checking, if the victim can move their body without any pain and if there are no other signs of injury, assist them in sitting up.
- When the victim is ready, assist them to their feet.
- Note all findings, your information could assist the 911 Medical Staff not on scene.

If a Manager / Coach knowingly disregards safety, he or she will come before the NLL Board of Directors to explain his or her conduct.

13.0 Umpires

All NLL umpires shall perform the following:

- Check equipment in dugouts of both teams prior to the game. Equipment that does not meet specifications must be removed from the game.
- Walk the field for hazards and obstructions prior to the game.
- Govern the game as mandated by Little League rules and regulations.

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- Act as the sole judge as to whether and when play shall be suspended or terminated during a game because of unsuitable weather conditions, darkness or unfit condition of the playing field; as to whether and when play shall be resumed after such suspension; and as to whether and when a game shall be terminated after such suspension.
- Enforce the rule that no spectators are allowed on the field during the game.
- Make sure catchers are wearing the proper equipment.
- Make sure players and spectators keep their fingers out of the fencing.
- Report any unsafe situations to the NLL Safety Officer by telephone and in writing.

14.0 Field Operations Managers

NLL President and Safety Officer

The NLL President and Field Safety officer are responsible to ensure the fields and structures used by NLL meet the safety requirements as set forth in this manual.

Equipment Manager

The NLL Equipment Manager is responsible to ensure damaged equipment is repaired or replaced as reported. This replacement will happen in a timely manner. The Equipment Manager will also exchange equipment if it doesn't fit properly.

Concession Stand

The concession stand at the Nipomo Little League fields is required to have a San Luis Obispo County Health permit, which will be reviewed and issued by the San Luis Obispo County Health Department. This will occur before they are allowed to open and operate the stand. NLL volunteers will run the concession stand under the direction of the Snack Bar Manager.

Snack Bar Manager

The NLL Snack Bar Manager is responsible to ensure the Snack Bar volunteers are trained in the safety procedures as set forth in this manual. Snack Bar Managers shall perform weekly inspection of the snack bar facilities to ensure they are in compliance with this manual.

15.0 Accident Reporting Procedures

What to Report

An incident that causes any player, manager, coach, umpires or volunteers to receive medical treatment and/or first aid must be reported to the NLL Safety Officer. This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury or periods of rest.

When to Report

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All such incidents described on the previous page must be reported to the NLL Safety Officer within 48 hours of the incident. The NLL Safety Officer for 2025 is Elijah Coleman. He can be contacted at: (805) 714-9879 or via email at “ecoleman@troeshcoleman.com”.

How to Make a Report

Reporting incidents can come in a variety of forms. Most typically, they are telephone conversations. At a minimum, the following information must be provided.

1. The name and phone number of the individual involved.
2. The date, time and location of the incident.
3. As detailed a description of the incident as possible.
4. The preliminary estimation of the extent of any injuries.
5. The name and phone number of the person reporting the incident.

Safety Officer Responsibilities

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

1. Verify the information received.
2. Obtain any additional information deemed necessary.
3. Check on the status of the injured party and
4. Advise the responsible party (e.g. parent or guardian) of the NLL's insurance coverage and the provisions for submitting any claims in the event the injured party required other medical treatment (e.g. Emergency Department visit, Doctor's visit, etc.).

If the extent of the injuries is more than minor in nature, the Safety Officer shall periodically contact the injured party to:

1. Check on the status of the injuries; and
2. Check if any other assistance is necessary in areas such as submission of insurance forms, etc. until such time as the incident is considered "closed" (i.e., no further claims are expected and/or the individual is participating in the league again).

Note: It is also the intent of NLL to reduce the risk of future injuries by tracking potentially unsafe conditions or "near-misses." Any potentially unsafe condition should be reported to the Safety Officer, preferably using the Incident/Injury Tracking Report Form.

NLL Safety Officer will encourage members to submit suggestions and ideas on how to improve NLL Safety Plan on an annual basis

2025 Little League Safety Plan suggestion: Little League should develop a National / International contract with the agency to provide security clearance badges for volunteers upon completion of required background checks. This would become the standard practice for all chartered Little Leagues across the World. Nipomo Little League currently uses silicone wristbands to determine if a volunteer has been security cleared. This allows everyone in our

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league to know who has been background cleared to gain access to volunteer. This has also improved awareness of our safety plan.

Attachments

**Little League Baseball & Softball
National
Facility Survey – 2025**

- **2025 LL Required to submit facility survey online through data center**
- **NLL will leave this section open to insert online copy once submitted**

ASAP Activities/Reporting Forms

Snack Bar Safety Forms

Concussion Protocol Documents

Field and Game Safety Checklist

**Nipomo Little League Volunteer
Form(s) – 2025**