



# **ASAP PLAN**

**READING LITTLE LEAGUE**

**READING, MA**

**2022**



# Qualified Safety Plan Requirements

1. **League Safety Director:** Mark Williams on file with Little League Headquarters.
1. Reading Little League will distribute a copy of this **Safety Manual** to all Managers/Coaches, League Volunteers and the District Administrator. It also will also be posted on the RLL website.
1. **Emergency Action Plan**  
An emergency action plan (attached) will be posted at each field in order to guide coaches and volunteers on activating emergency services in case of severe injury.



# ASAP PLAN

## 3. Emergency Phone Number: 911

Local Police Emergency	781-944-1212
Local Fire Emergency	781-944-3132

President -	Bob Weiden 781 424-2187
Vice President -	Joe Zucchero 617 686-3399
Player Agent -	Jeff Barton 617 308-9305
Treasurer -	Doug Nagengast 617 462-4171
Field Director -	Joe Barletta 781 248-9950
Safety Director -	Mark Williams 603 897 5617

**\*This list will be posted in the concession area.**



# ASAP PLAN

## 4. Volunteer Application

- The Reading Little League will use Little League procedures through JDP to annually screen all our volunteers on the JDP National Criminal File Database, which includes criminal records and sex offender registry records.

## 5. Fundamentals Training:

- At least one manager/ coach from each team must attend the training annually. Every manager/ coach will attend this training at least once every 3 years. A RLL Safety Meeting (training) will be held before the 2022 spring season.



# ASAP PLAN

## 6. First Aid Training:

- Reading Little League will require at least one manager/coach from each team to attend annually. Every manager/coach must attend First Aid Training, including concussion training, once every 3 years. Steve Clark, PT, ATC will conduct training that will be held before the 2022 spring season. .

## 7. Check Field Conditions:

- Coaches will be required to walk/inspect the fields prior to practices and games. Umpires will also be required to walk the fields for hazards before each game. A Facility and Field Inspection Checklist will be completed at all fields by the Director of Fields prior to the 2022 season and be submitted online through the Little League Data Center.



# ASAP PLAN

## 8. Facility Survey:

- Reading Little League has completed and updated 2021 Facility Survey On-Line.

## 9. Concession Stand Safety

- Menu shall be posted & approved by the Board of Directors and the League President.
- Little League's Concession Safety Procedures will be in the concession stand (Concessions Safety attached).



# ASAP PLAN

## 10. Equipment Check

- The Equipment Manager will inspect all equipment in the pre-season.
  - Managers/coaches will inspect equipment prior to each game
  - Umpires will be required to inspect equipment prior to each game

## 11. Accident Reporting

- The League will use the provided incident tracking form from the LL website and will provide completed accident forms to the Safety Director within 24-48 hours of the incident (Accident Reporting Form attached) .



# ASAP PLAN

## 12. First Aid Kits

- Each team will be issued and updated
- This is a requirement to have it at every practice and game
- Extra supplies will also be located at fields in equipment sheds

## 13. Enforce Little League Rules

- Reading Little League will require ALL teams to enforce ALL Little League Rules
  - Proper equipment for catchers
  - No on-deck batters
  - Coaches will not warm up pitchers
  - Bases will disengage on all fields



#### 14. Player / Coach Data

- Will be submitted through the Little League Data Center

#### 15. **Answer New Survey Questions for 2022**

- Will be completed during ASAP submission through the Little League Data Center.