



Snohomish Little League ASAP Plan - 2022 Season

PO Box 1473, Snohomish WA 98291-1473

playball@snohomishll.com

Qualified Safety Plan Requirements:

1. Safety Officer:

- League Safety Officer: Erik Westfall, 425-923-8920, on file with Little League Headquarters.

2. Safety Manual Distribution:

- Snohomish Little League will distribute a paper copy of this Safety Manual to all Managers/Coaches.
- A copy of this Safety Manual will be kept in both East and West concession stands.
- The Safety Manual will be emailed to all managers, coaches, umpires and board members.

3. Emergency Phone Numbers:

- Medical/Fire/Police Emergency: 911
- Local Police (360) 568-0888
- Local Fire (360) 568-2141
- Injury Reporting: Erik Westfall (425) 923-8920
- President: Randy Dickey (425) 223-9704
- Executive VP: Jessica Newkirk (425) 220-5612
- Baseball VP: Jason Martin (425) 318-0157
- Softball VP: Angel Cole (425) 442-4876
- Operations VP: Leslie Matthews (425) 737-8240

✓ **This list will be posted at the snack shack and in the dugouts.**

4. Volunteer Application:

- The Snohomish Little League will use the Official Little League **Volunteer Application** form to screen all volunteers.

5. Fundamentals Training:

- Snohomish Little League will require every Manager/Coach to participate in fundamental training and have a complete understanding of:
 - Proper warmup techniques
 - Basic hitting, throwing, and fielding mechanics
 - Proper pitching techniques
 - Heat exhaustion/stroke warning signs
 - When to stop play due to weather
 - Appropriate pitch counts based on a players age
- Every Manager/Coach will attend this training at least once every 3 years.
- Training details will be emailed by the league President..

6. First Aid Training:

- Snohomish Little League will require every Manager/Coach to participate in first aid training and have a complete understanding of:
 - Basic first aid
 - Hands only CPR
 - AED operation
 - Concussion recognition
 - Sudden Cardiac Arrest Training
 - Tourniquet application and wound packing
 - Antidote administration for opiate overdose
- Every manager/coach will provide verification to the League President and keep a copy in their safety manual.
- Snohomish Little League will provide links to all mandatory training.
- These trainings will also be available to all parents, volunteers, and board members on an at will basis.

7. Required Field Inspections:

- Coaches will be required to walk/inspect the fields prior to practices and games.

The **HOME** coach will be responsible for inspecting the field prior to each game.

- See attached form P. 6
- Umpires will also be required to walk the fields for hazards each game.
- Immediately contact the league to report a field safety issue:
 - Director of Fields- Tony Parker (425) 501-7772
 - Director of Facilities- Josh Smith (206) 889-0079
 - VP of Operations- Leslie Matthews (425) 737-8240
 - Safety Officer- Erik Westfall (425) 923-8920

8. Annual Facility Survey:

- Snohomish Little League has completed its **2022 Facility Survey online.**

9. Concession Stand Safety:

- Concession stand operation standards will meet or exceed the local board of health regulations.
- Concession guidelines and proper handwashing information will be posted at all times.
 - Supplemental information on P. 7-9
- Menus shall be posted and approved by the Safety Office and League President

10. Equipment Inspections:

- The League Safety Officer will inspect all equipment in the pre-season.
- Managers/Coaches will inspect all equipment prior to each game to ensure all safety standards are current and up to date.
- Umpires will inspect all equipment prior to each game.
- All broken or expired equipment will be destroyed to prevent any future use.

11. Incident Reporting:

- Snohomish Little League will use the provided incident tracking form from the Little League website.

- Incidents will be reported to the Safety Officer within 24-48 hours of the incident.
- The incident Report form is available online & in the safety manual.

12. First Aid Kits:

- Each team will be issued a First Aid Kit.
- First Aid kits are required to be at all practices and games.

13. Little League Rules & Regulations

- Snohomish Little League will require all teams to enforce **ALL Little League Rules**. This will include but is not limited to:
 - Proper equipment for catchers.
 - No On-Deck batters
 - Coaches will not warm up pitchers
 - Bases will disengage on all fields.
 - Reduced impact balls will be used for all T-ball and Rookie players.
 - All players, especially infielders, will be encouraged to wear mouthguards.

14. League Registration Data:

- League Player Registration Data or Player Roster Data and Coach/Manager Data may be submitted via the Little League Data Center at www.LittleLeague.org.

The ASAP Plan will be updated yearly and approved by the district.

15. Survey Questions for 2022:

- The 2022 Survey has been completed in the Data Center by our Vice President of Operations.

16. COVID-19 Pandemic Response:

- The Snohomish Little League COVID-19 Response Manual will reflect State and Local government regulations.

Facility and Field Inspection Checklist Facility

Name: _____

Inspector: _____ Date: _____ Time: _____

- Holes, damage, rough or uneven spots
- Slippery Areas, long grass
- Glass, rocks and other debris & foreign objects
- Damage to screens, fences edges or sharp fencing
- Unsafe conditions around backstop, pitchers mound
- Warning Track condition
- Dugouts condition before and after games
- Make sure telephones are available
- Areas around Bleachers free of debris
- General Garbage clean-up
- Who's in charge of emptying garbage cans
- Conditions of restrooms and restroom supplies
- Concession Stand inspection

NOTES/ HAZARDS:

Signature _____

Concession Stand Guidelines

1. Menu. Keep your menu simple, and keep potentially hazardous foods (meats, eggs, dairy products, protein salads, cut fruits and vegetables, etc.) to a minimum. Avoid using precooked foods or leftovers. Use only foods from approved sources, avoiding foods that have been prepared at home. Complete control over your food, from source to service, is the key to safe, sanitary food service.

2. Cooking. Use a food thermometer to check on cooking and holding temperatures of

potentially hazardous foods. All potentially hazardous foods should be kept at 41° F or below (if cold) or 140° F or above (if hot). Ground beef and ground pork products should be cooked to an internal temperature of 155° F, poultry parts should be cooked to 165° F. Most foodborne illnesses from temporary events can be traced back to lapses in temperature control.

3. Reheating. Rapidly reheat potentially hazardous foods to 165° F. Do not attempt to heat foods in crock pots, steam tables, over sterno units or other holding devices. Slow-cooking mechanisms may activate bacteria and never reach killing temperatures.

4. Cooling and Cold Storage. Foods that require refrigeration must be cooled to 41° F as quickly as possible and held at that temperature until ready to serve. To cool foods down quickly, use an ice water bath (60% ice to 40% water), stirring the product frequently, or place the food in shallow pans no more than 4 inches in depth and refrigerate. Pans should not be stored one atop the other and lids should be off or ajar until the food is completely cooled. Check temperature periodically to see if the food is cooling properly. Allowing hazardous foods to remain unrefrigerated for too long has been the number ONE cause of foodborne illness.

5. Hand Washing. Frequent and thorough hand washing remains the first line of defense in preventing foodborne disease. The use of disposable gloves can provide an additional barrier to contamination, but they are no substitute for hand washing!

6. Health and Hygiene. Only healthy workers should prepare and serve food. Anyone who shows symptoms of disease (cramps, nausea, fever, vomiting, diarrhea, jaundice, etc.) or who has open sores or infected cuts on the hands should not be allowed in the food concession area. Workers should wear clean outer garments and should not smoke in the concession area. The use of hair restraints is recommended to prevent hair ending up in food products.

7. Food Handling. Avoid hand contact with raw, ready-to-eat foods and food contact surfaces. Use an acceptable dispensing utensil to serve food. Touching food with bare hands can transfer germs to food.

8. Dishwashing. Use disposable utensils for food service. Keep your hands away from food contact surfaces, and never reuse disposable dishware. Wash in a four-step process: 1. Washing in hot soapy water; 2. Rinsing in clean water; 3. Chemical or heat sanitizing; and 4. Air drying.

9. Ice. Ice used to cool cans/bottles should not be used in cup beverages and should be stored separately. Use a scoop to dispense ice; never use the hands. Ice can become contaminated with bacteria and viruses and cause foodborne illness.

10. Wiping Cloths. Rinse and store your wiping cloths in a bucket of sanitizer (example: 1 gallon

of water and 1/2 teaspoon of chlorine bleach). Change the solution every two hours. Well sanitized work surfaces prevent cross-contamination and discourage flies.

11. Insect Control and Waste. Keep foods covered to protect them from insects. Store pesticides away from foods. Place garbage and paper wastes in a refuse container with a tightfitting lid. Dispose of wastewater in an approved method (do not dump it outside). All water used should be potable water from an approved source.

12. Food Storage and Cleanliness. Keep foods stored off the floor at least six inches. After your event is finished, clean the concession area and discard unusable food.

13. Set a Minimum Worker Age. Leagues should set a minimum age for workers or to be in the stands; in many states this is 16 or 18, due to potential hazards with various equipment.

Volunteers Must Wash Hands

HOW



WHEN

Wash your hands before you prepare food or as often as needed.

Wash after you:

- ▶ use the toilet
- ▶ touch uncooked meat, poultry, fish or eggs or other potentially hazardous foods
- ▶ interrupt working with food (such as answering the phone, opening a door or drawer)
- ▶ eat, smoke or chew gum
- ▶ touch soiled plates, utensils or equipment
- ▶ take out trash
- ▶ touch your nose, mouth, or any part of your body
- ▶ sneeze or cough

Do not touch ready-to-eat foods with your bare hands.

Use gloves, tongs, deli tissue or other serving utensils.
Remove all jewelry, nail polish or false nails unless you wear gloves.

Wear gloves

when you have a cut or sore on your hand
when you can't remove your jewelry

If you wear gloves:

- ▶ wash your hands before you put on new gloves

Change them:

- ▶ as often as you wash your hands
- ▶ when they are torn or soiled

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