

# **SAFETY PLAN**

## **IPSWICH TRAVEL SOFTBALL (ITS)**

### **2020**

The adherence to and enforcement of this safety plan is the responsibility of ITS President and coaches. This safety plan is printed and distributed at the start of each season to all coaches, volunteers and caregivers.

#### **Emergency Telephone Numbers**

##### **All Emergencies - 911**

Ipswich Fire Department - (978) 356-4321

Ipswich Police Department - (978) 356-4343

#### **Volunteer Background Checks (CORI)**

Any person who will have repetitive contact with players must fill out a current year CORI form. All such background checks will be conducted on all such people prior to contact with players. Anyone refusing to fill out the CORI application is ineligible to be a league volunteer. The ITS President will determine whether the volunteer passes the CORI report, and will retain these confidential forms for the year of service. If there are any questionable results, the President will bring the results to the ITS Board for further review.

#### **Safety Code Dedicated to Injury Prevention**

The ITS Board has instituted the following safety code:

- Only league approved and CORI'd coaches are allowed to practice/coach games.
- Only players and coaches are permitted on the playing field or in the dugout.
- Coaches will never leave an unattended child at a practice or game.
- Coaches will make arrangements to have a cell phone available at games and practices.
- No medication will be administered to a player unless done directly by the player's caregiver or emergency personnel.
- Caregivers of players who wear glasses are encouraged to provide safety glasses for their children.
- Caregivers of players who wear braces are encouraged to provide a mouth guard/face mask for their children.
- All catchers involved with pitcher warm ups MUST wear a face mask.
- Players will not wear any jewelry or other metallic items during practice or games. (exceptions: medical alert type jewelry or taped new piercings)
- No games or practices will be held when weather or field conditions are poor.
- All pre-game warm-ups should be performed within the confines of the playing field.
- Equipment would be inspected regularly for wear and proper fit.
- No alcohol or drugs are allowed on the premises at any time.
- ITS will follow all rules and guidelines as approved by the USA Softball regarding equipment, field conditions, age level practices and games, and style of play.

### **First Aid Kits**

First aid kits and ice packs will be kept in each team's equipment throughout the season. Coaches need to report to the Equipment Manager when more first aid supplies are needed.

### **Minor Open Wound Procedures**

- Use of gloves to prevent contact with blood or other body fluids is expected (provided in first-aid kit).
- Bleeding must be stopped, the open wound covered, and the uniform changed if there is blood on it before the athlete may continue.
- Immediately wash hands and other skin surface if contaminated with blood, and clean all blood contaminated surfaces and equipment.

### **Incident and Injury Tracking**

- All accidents and injuries shall be reported to the ITS President within 24 hours.
- The ITS President will document these reports and store them in ITS records.
- What to report:
  - An incident that causes any player or coach, to need medical treatment that requires them to leave the field.
- How to report:
  - The following information must be provided:
    - Name and phone number of the individual involved
    - Date, time, and location of the incident
    - A detailed description of the incident
    - Name and phone number of the person reporting the incident

### **Injured Players**

If a player is not cleared to play with a pre-existing injury prior to the first game, it will be determined by the caregiver, coach and ITS Board whether the player will stay as an active member of the team or in another capacity, until cleared for play.

### **Equipment Safety Rules**

The Equipment Manager shall inspect all equipment before it is handed out to the coaches at the start of the season. The equipment once distributed to the various coaches, becomes the responsibility of that coach. They should inspect the equipment before each game and practice. If damage is discovered, the coach removes the faulty equipment and notifies the Equipment Manager. Damaged equipment is to be either fixed or destroyed. The coach should make sure that any equipment brought to the field by any player meets USA Softball requirements.

### **Field Hazards and Game Preliminaries**

All coaches are required to walk the entire field to identify any safety hazards and ensure that the field is safe prior to use for games or practices. Any hazards (rocks, holes, broken glass etc.) should be eliminated prior to the start of play and reported to the Director of Field

Operations within 24 hours. The Director of Field Operations is responsible for tracking and documenting all facility safety hazards and issues.

Only the Director of Field Operations is allowed to drive a vehicle near the field premises. The ITS President will issue one key that will be returned at the end of the season.

### **Weather**

If it begins to rain the coach should evaluate the strength and direction of the storm and evaluate the playing field as it becomes more saturated with water. If the playing conditions become unsafe, stop the practice. If you can see or hear thunder and see lightning, suspend all play immediately.

### **Code of Conduct**

The ITS Board has mandated the following code of conduct. This code of conduct must be followed at all times. No board member, manager, coach, player, official or spectator shall at any time:

1. Push, hit, or otherwise threaten (physically or verbally) any other individual.
2. Use unsportsmanlike conduct by throwing gloves, helmets, bats, or any other object.
3. Use profane, obscene or vulgar language.
4. Engage in inappropriate physical or verbal contact.
5. Appear anywhere in the facility while in an intoxicated state.
6. Smoke on the playing field, in the bleachers or the dugout. Smoking will be confined to approved areas away from the field.
7. Speak disrespectfully to any other manager, coach, player, official, spectator or board member.
8. Challenge an umpires authority. The Head Coach is the only person to talk with the Umpire.

This conduct shall be maintained on any field or in any facility in which the team represents ITS. The ITS Board will review all infractions of the code of conduct. Depending on the seriousness or frequency of the infraction, the ITS Board may assess additional disciplinary action up to and including expulsion from the league.

### **EWCSL Code of Conduct**

Each team will be held wholly responsible for the actions of their players, coaches and fans. Excessive unsportsmanlike manner at any game can be brought to the ECWSL board of directors for review and may result in forfeiture of the game, possible banishment of player, coach, or parent, or expulsion of the town from the league if deemed appropriate.

Guidelines for teams/coaches: only 1 coach per team is designated to interact with umpire. If the game becomes heated: Umpire will give 1 warning to both teams, umpire will announce that the next incident will result in an ejection. If after an ejection, turmoil does not stop, the game will be forfeited. An umpire can issue an immediate ejection (no warning) if warranted. Umpires will notify ECWSL presidents of all

ejections.

Any player using social networking sites to make inappropriate remarks, comments or posting of pictures or even appearance of inappropriate remarks or comments will be suspended for 2 games. If a second offense occurs, that player will be suspended for the remainder of the season and playoffs.

### **Equipment Sheds**

Keys to the equipment shall be issued by the ITS President, and shall be returned to ITS President once the season is over. The equipment sheds shall be locked if no games are in session, and at no time are any children allowed to play in the shed. It is up to the coaches to keep the shed clean and to contact the Director of Field Operations with any supply requests or alert when supplies are getting low.

### **Bialek Field Lights**

ITS has access to the use of the Bialek Softball Field lights for a \$25.00 fee per use. The ITS President will issue the key on an as-needed basis.