ARDSLEY LITTLE LEAGUE

2025

SAFETY MANUAL

2025 Ardsley Little League

Ardsley Police, Ardsley Fire, ASVAC Ambulance

914- 693-1700

OFFICERS

President	**Andy Hambelton**	**617-584-3325**
Executive V.P. Baseball	**Joseph Pisanti**	**917-217-5694**
Executive V.P. Softball	**Scott Lomenzo**	**917-528-7170**
Executive V.P. Player Agent	**David Evans**	**646-234-6000**
Treasurer	**Paul Perillo**	**202-277-9456**
Secretary	**Jamie Wynkoop**	**814-241-3721**
Safety Officer	**Jon Petruzzelli**	**914-760-9922**

BOARD GAMEDAY CONTACTS

Head of Umpires	**Doug Lebow**	**917-270-5482**
Snack Bar	**Scott Lomenzo**	**917-528-7170**
Field Maint/Equipment	**Jon Petruzzelli**	**914-760-9922**
Team Equipment Coordinator	**Joe Pisanti**	**917-217-5694**

EMERGENCY CONTACT NUMBERS

ALL EMERGENCIES CALL 911

ARDSLEY POLICE (914) 693-1700

ARDSLEY FIRE DEPT. (914) 693-6581

ARDSLEY EMS (914) 693-3673

POISON CONTROL 1-800-222-1222

FACEMASKS, HELMET GUARDS, and HEART GUARDS

GIRLS

Girls Face Guards are REQUIRED for;

Girls AA – Pitcher and 3rd Base
Girls AAA – Pitcher and 3rd Base
Girls Majors Pitcher, 1st Base and 3rd Base

Ardsley Little League will provide face masks for each team.

All Pitchers are REQUIRED to wear Heart Guards, at any level.

It is Strongly Suggested that ALL Softball players wear Helmet Guards as well.

BOYS

All Pitchers are REQUIRED to wear Heart Guards, at any level.

It is suggested that Boys AA and under wear Helmet Guards.

RESPONSIBILITIES OF MANAGERS AND COACHES

- **All Managers/Coaches shall be furnished with a copy of the Ardsley Little League Safety Manual and the Little League Baseball Rule book.**
- **All Managers/Coaches shall be furnished with the Ardsley Little League Code Of Conduct form.**
- **It is mandatory that all Managers/Coaches read, understand and adhere to all provisions of the Safety Manual and submit a signed Code Of Conduct form.**
- **Additionally, all Managers/Coaches must read, understand and adhere to all Little League Baseball and Ardsley Little League Rules.**
- **All violations must be addressed when observed.**
- **All Managers, Coaches and league volunteers must complete and submit the Little League Volunteer Application to the league Safety Officer. All of the above persons must have a criminal background check done, as well as a search in the DOJs nationwide sex offender registry.**
- **NO ONE IS PERMITTED TO ASSIST WITH THE PLAYERS UNLESS THEY HAVE SUBMITTED A VOLUNTEER FORM AND HAVE BEEN SUBJECTED TO A BACKGROUND CHECK.**
- **All Managers/Coaches must be Certified in CPR/AED & First Aid. Managers/Coaches must attend all mandatory clinics and training provided by the league.**
- **All Managers/Coaches shall ensure that league issued AED's and First-Aid kits are available at all practices and games.**

- **All Managers/Coaches must review the basics of safe play with their team. All Safety Rules shall be followed during practice and warm-up.**
- **At least one Manager/Coach should have a cellular telephone available at every practice and game.**
- **Managers/Coaches shall teach the fundamentals of the game and have regular practices during the season.**
- **Managers/Coaches must remain with any child/children on their team until picked up by a parent or guardian.**

FIELD EQUIPMENT BOXES

All fields shall have an equipment lockbox. The lockbox shall contain: Little League Baseball Rule books, Ardsley Little League Rules, First-Aid kits, Instant Ice-Packs, Latex Gloves and any other equipment as determined by the League Board of Directors.

PROCEDURES FOR EQUIPMENT BOX

- **The HOME TEAM MANAGER is responsible to open, check, restock and close the equipment box prior to and after their respective game.**
- **The equipment box shall be unlocked by combination lock. The combination to each job box shall be the field number, followed by 1-2-3. The Tee-Ball Field number is 5.**
- **DO NOT PERMIT CHILDREN TO TOUCH THE EQUIPMENT BOX.**
- **All contents of the equipment box shall be inspected prior to each game. If supplies are low and not readily available at the snack bar for re-stocking, the manager/coach shall notify the safety officer. This notification should be made to Jon Petruzzelli by telephone (914-760-9922) or via e-mail at (info@ardsleylittleleague.org)**
- **The equipment box must remain closed throughout every game.**

GAME TIME- ALL MANAGERS AND COACHES SHALL:

- **Prepare and inspect the field for safety with the umpire(s).**
- **Inspect all equipment before use and replace if necessary.**
- **Notify Equipment Coordinator if equipment needs to be replaced. All defective/broken equipment shall be forwarded to the Equipment Coordinator.**
- **If equipment is found to be irreparable, the Equipment Coordinator shall destroy said equipment (not just discard).**
- **Maintain and enforce discipline with the team.**
- **Keep the field free from equipment and debris.**
- **Keep all players in the dugout unless in the game or entering.**
- **There is NO on deck batter allowed. (No handling of bats in the dugout)**
- **Managers/Coaches CANNOT warm up pitchers.**
- **NO PARENTS ON THE FIELD! (unless child is injured)**
- **Ensure that all Little League Baseball and Ardsley Little League Rules including proper equipment are followed at all times.**
- **Ensure that players are properly hydrated and be aware of early signs of dehydration and heat related illnesses.**
- **Be aware of changing weather conditions and suspend play immediately when appropriate.**

- **Attend to injured players immediately.**

ACCIDENT REPORTING RESPONSIBILITIES

- **Any accidents/injuries, which cause a player, manager, coach, umpire, volunteer or spectator to receive medical evaluation, treatment or First-Aid, shall be reported.**
- **Dangerous incidents where injury was avoided (near misses') shall also be reported to the league Safety Officer promptly.**
- **All reports shall be made utilizing the Accident Reporting Form provided by Little League Baseball, and supplied by the Safety Officer.**
- **All reports must be reported to the Safety Officer, Jon Petruzzelli by telephone (914-760-9922), or email at (info@ardsleylittleleague.org)**
- **All accidents/injuries described above shall be reported to the Safety Officer within twenty four (24) hours of occurrence.**

SAFETY AND THE WEATHER

- **All managers, coaches and umpires shall be vigilant of impending storms. Common weather conditions to look for include: Sudden change in temperature (cool wind), sudden darkness, thunder, etc. If an approaching dangerous storm is perceived, games and/or practices shall be suspended immediately.**
- **If a game/practice is suspended, all participants shall be directed to avoid touching metal objects (bats, fencing, bleachers), and shall be directed to a safe location for shelter, preferably automobiles. Dugouts are NOT proper shelters.**
- **The managers and/or umpires shall determine if a game/practice should be canceled or suspended due to weather. This decision will take into consideration the current conditions, weather forecasts and field conditions.**

HEAT

- **Managers and Coaches shall continually monitor weather conditions to determine if a game/practice should be canceled or postponed due to heat related concerns.**
- **To prevent heat related illnesses, managers/coaches shall ensure all players are adequately hydrated.**
- **Catchers shall frequently be rotated.**
- **When possible, players should remain in shaded areas.**

MEDICAL EMERGENCIES

- **If an injury/ illness occurs that requires EMS. Such as head/neck trauma, unconscious person, seizure, cardiac/respiratory arrest, etc., immediately call or assign someone to call 911 by landline phone(located in the snack bar) or Ardsley Police by cell phone (914-693-1700).**
- **Remain calm.**
- **If CPR is required, see if there is someone who has been trained by the league to perform CPR, or someone who has more advanced medical training, such as an EMT-B, EMT-P, nurse, or doctor and they are willing to help.**
- **The person in charge shall make sure the 911 system is started, have someone get the AED from the snack bar, and have someone go to the entrance of the park to direct all emergency personnel to the location of the incident.**

- **If there is only one person trained in CPR at the scene, that person shall stay with the patient until he is relieved by a person with more advanced EMS training.**
- **Only give treatment within the scope of your training.**
- **Always, inform and involve the player's parent/guardian in the care of the injury.**

GENERAL FIRST AID

- **If a player has a head or neck injury or you think he has one do not move him and start the 911 system.**
- **Only give treatment within the scope of your training.**
- **Always, inform and involve the player's parent/guardian in the care of the injury.**
- **If a player requires medication, it must be supplied and administered by the player's parent/guardian. (Individually and as a representative of the league, you may be liable for the improper administration of medication.)**
- **Children have a difficult time articulating the extent of an injury. "When in doubt, sit the player out."**
- **A person can start getting hypothermia symptoms lying on the ground for a few minutes in the springtime. Keep them warm by placing jackets, blankets over them if they cannot be moved.**
- **For most injuries, they are "bumps and bruises" ; a cold pack and elevation is all you need, but let the parent/guardian make the final decision.**

GENERAL RESPONSIBILITIES

- **Inspect the field prior to each game with coaches and the umpire.**
- **Govern the game according to Little League Baseball Rules and Regulations and the Ardsley Little League Rules.**
- **Enforce the "NO ON-DECK BATTER" Rule.**
- **A player retrieving a bat MUST WEAR A HELMET when entering the field during play.**
- **Monitor weather conditions and suspend games when appropriate. (i.e. lightening, darkness, rain, heat)**
- **Enforce NO horseplay.**
- **Inspect equipment, and enforce equipment and uniform rules.**
- **Assist in care for injured player(s) or spectator(s).**
- **Enforce dugout and field rules.**
- **Keep the field free from equipment and debris.**
- **Keep players and spectators hands and fingers off of the fence.**
- **Report any safety issues or concerns to the Ardsley Little League Safety Officer.**

BATTING CAGES

- **Only coaches and parent volunteers are permitted to throw batting practice. Players are not allowed to throw batting practice.**

- **Only 1 batter in a cage at a time during batting practice.**
- **Players are not permitted to stand in between the cages. Players who are not taking batting practice must wait OUTSIDE.**
- **Batters MUST WEAR HELMETS at all times in the batting cage.**

BATS

- **All boys bats (AAA and under) must have the USA Baseball sticker on them to be allowed in any league.**
- **For a current list of Little League International Approved Bats, please see the link on the Ardsley Little League Website, or visit Little League International**
- **Any player found using an illegal bat during a game will be ejected. If a player is ejected for having an illegal bat, the manager and coaches who are present at that incident cannot coach another game until the incident is reviewed by the Ardsley Little League Board. The Ardsley Little League Board shall determine if and what further discipline is necessary.**

Snack Bar Instructions

Things to do when opening the snack bar:

Plug in microwave, register and Keurig

Open doors on both sides

Put out candy. Be sure one of everything is displayed and use the open ones first. Leave the closed packages for later. Look under the counter and in the gray bin to be sure you have everything. Check on the bottom of the soda refrigerator to see if there is any candy

PLEASE NOTE THE TALL WHITE MACHINE IS A FREEZER. DO NOT PUT MILK, SODA, KETCHUP, AND MUSTARD OR ANYTHING PERISHABLE IN THERE. USE THE BOTTOM OF THE SODA REFRIGERATOR FOR THAT