



WEST BRANCH LL 2026 SAFE SUMMARY

League Location: West Branch, MI

League ID: 1220811

WEST BRANCH LL 2026 SAFE SUMMARY

Dear Volunteers, Parents/Guardians, and Players:

Welcome to another year of West Branch Little League! As always, we are excited to get going and get on the fields this Spring, but we are also aware that we will provide a safe playing experience for our players this year. WEST BRANCH LL is committed to providing a safe, welcoming environment where every player, volunteer, and family feels supported. Safety is an important part of every season, and we believe it is a shared responsibility that helps everyone enjoy the game with confidence and peace of mind.

As part of Little League SAFE, our league has confirmed the steps we take to protect children, prepare volunteers, and maintain safe facilities and playing conditions. From equipment checks and emergency planning to strong child protection practices and volunteer training, our goal is to create a positive, fun, and secure experience for every participant.

Thank you for being part of a community that puts kids first and works together to help ensure a safe, memorable Little League season.

Sincerely,

WEST BRANCH LL Board of Directors

LEAGUE LEADERSHIP AND CONTACTS

Keeping contact information up to date helps volunteers know exactly who to reach when questions or safety concerns arise.

Primary Contacts

Marty England

League President

vmengla@yahoo.com

[989-225-3181](tel:989-225-3181)

Mike Durfee

League Safety Officer

mtdurfee@charter.net

[9893120558](tel:9893120558)

BRIAN DURFEE

District Administrator

brian.durfeeda@midistrict8.org

Ryan Schaffner

District Safety Officer

ryan.schaffner@midistrict8.org

Best Practice: Share a simple "Who to Contact" list with managers, coaches, and volunteers so everyone knows where to go for help during the season.

CHILD PROTECTION

Little League requires every chartered league to follow a set of core child protection policies to help keep children safe. Protecting players is our highest priority, and these policies ensure volunteers understand their responsibilities both on and off the field.

Your league has confirmed that all of the following policies are in place:

1. Annual Background Checks

WEST BRANCH LL confirms that all volunteers with regular contact with players complete annual background checks through J.D. Palatine (JDP), as required by Little League Regulation I(c) 8 and 9. Anyone with a disqualifying offense is prohibited from participating in any Little League activity. Background check laws vary across the country, and any additional requirements that apply to your league can be found at <https://www.littleleague.org/player-safety/child-protection-program/state-laws-background-checks-leagues/>. Your league is responsible for understanding and complying with any applicable state laws regarding background checks.

2. Annual Abuse Awareness Training

WEST BRANCH LL requires all volunteers to complete the Little League Abuse Awareness Training each year before assuming any duties. This training helps volunteers recognize, prevent, and respond to misconduct and abuse. Little League Abuse Awareness Training can be found at <https://www.littleleague.org/university/articles/abuse-awareness-training-course/>

3. Mandatory Reporting of Child Abuse

WEST BRANCH LL acknowledges that all volunteers are mandatory reporters under federal law and must report suspected child abuse, including sexual abuse, to the proper authorities within 24 hours. Reports should also be shared with the League President and District Administrator. State reporting requirements vary, and any laws that apply to your league can be found at <https://www.littleleague.org/player-safety/child-protection-program/state-specific-information-child-abuse/>. Your league is responsible for understanding and complying with any applicable state laws.

4. Non-Retaliation Policy

WEST BRANCH LL has adopted a policy that prohibits retaliation against anyone who makes a good-faith report of suspected abuse or misconduct. This ensures volunteers feel safe coming forward with concerns.

5. One-on-One Interaction Policy

WEST BRANCH LL has adopted the Little League One-on-One Interaction Policy, which requires that all interactions between adults and minors be observable and interruptible by another adult. This reduces opportunities for misconduct while still supporting positive mentoring relationships.

Best Practice: Reinforce child protection expectations clearly and consistently so volunteers know what to do and who to contact.

- Review expectations with all volunteers at the start of each season.
- Make reporting steps clear and easy to follow.
- Keep child protection policies easily accessible.

Additional information provided by your league:

Annual mandatory coach's meeting is the first week of April each year. (April 9, 2026 at 5 pm)

FIRST AID AWARENESS COURSE (All Volunteers) Required

The Little League First Aid Awareness Course is designed to introduce volunteers to common injuries, basic first aid principles, and important response considerations specific to the Little League environment. This course is not a certification program, but it provides practical awareness and guidance to help volunteers recognize injuries, respond appropriately, and understand when additional medical care may be needed. Little League First Aid Awareness Course

CONCUSSION TRAINING (All Volunteers) Required

All adult volunteers must take the concussion training from Heads Up every 3 years to volunteer with Little League. A training certificate must be submitted to the league before volunteering.

SAFETY AWARENESS COURSE (Optional but highly recommended for all volunteers) Board Members required

The safety and well-being of all participants in the Little League® program continues to be a top priority, and creating a safe, positive environment is a shared responsibility. Each season, leagues and volunteers play an important role in identifying risks, preparing for emergencies, and supporting a fun and consistent experience for players and families.

Child Protection Resources:

- Little League Abuse Awareness Training (<https://www.littleleague.org/university/articles/abuse-awareness-training-course/>)
- Full Little League Child Protection Program (<https://www.littleleague.org/player-safety/child-protection-program/>)
- State-Specific Background Check Laws (<https://www.littleleague.org/player-safety/child-protection-program/state-laws-background-checks-leagues/>)
- State - Specific Mandatory Reporting Laws (<https://www.littleleague.org/player-safety/child-protection-program/state-specific-information-child-abuse/>)
- J.D.Palatine(JDP) Background Checks (<https://www.littleleague.org/player-safety/child-protection-program/local-league-background-check-information/>)
- USA Baseball – Abuse Awareness Resources (<https://usabdevelops.com/page/4834/base>)
- U.S.Center for SafeSport – Reporting and Education (<https://www.littleleague.org/player-safety/child-protection-program/safesport-resources-parents/>)
- ChildHelp National Child Abuse Hotline (1-800-4-A-CHILD)

EMERGENCY PREPAREDNESS

Being prepared for unexpected situations helps keep players, volunteers, and families safe. The information below highlights the emergency procedures and contacts in place during all league activities.

Emergency Contacts

- In any emergency situation, volunteers should immediately **call 911**
- Poison Control is also available nationwide at **1-800-222-1222**

Emergency Action Plan

Emergencies can happen when you least expect them. A clear and accessible EAP helps volunteers respond quickly, communicate effectively, and take the right steps to keep players and families safe.

WEST BRANCH LL has an Emergency Action Plan in place. Regularly reviewing this plan with volunteers and players helps ensure everyone knows how to respond quickly and confidently during an emergency.

Additional information provided by your league:

Emergency Action Plan

Purpose: The Emergency Action Plan (EAP) ensures that all West Branch Little League participants, coaches, and officials are prepared to respond effectively to medical emergencies across all facilities used including fields at the Lyle Wilcox Complex and the Field of Dreams.

1. Emergency Personnel

- All coaches and assistant coaches are required to complete preseason first aid training as outlined in the West Branch Little League safety plan. This training ensures they are familiar with first aid, CPR, and the use of Automated External Defibrillators (AEDs).
- Designated roles include first responders who will provide immediate care and coordinate communication and logistics during an emergency.

2. Emergency Communication

- Primary Communication Tool: Personal cell phones of coaches, assistant coaches, and available parents will be used to call emergency services (911). All board members are part of the GroupMe text app and can be reached through that if needed.
- Emergency Contact: Notify League President (Marty England—cell phone 989-225-3181) and League Safety Officer (Mike Durfee – cell phone 989-312-0558) immediately following the initiation of EMS.

3. Emergency Equipment

- Basic First Aid Kit: Available in the concession stand and in each dugout during game times.
- AED: located in the concession stand at the Wilcox Field and at the Field of Dreams.

4. Roles of First Responders

- Immediate Care: Provide first aid to the injured or ill individual promptly.
- Activate EMS:
 - Assign a responsible adult to retrieve the nearest AED if needed.
 - Use a cell phone to call 911 and communicate the following:
 - Injured individual's name
 - Location address and field number
 - Number of individuals involved
 - Condition of the injured individual(s)
 - First aid treatment already administered
 - Directions to the field entrance and specific field location

- Guide EMS:

- Designate someone to meet EMS at the field entrance and guide them to the injured person.

5. CPR (If the injured person is unresponsive and not breathing normally or only gasping)

Hands-only CPR is a simplified, effective technique to provide aid during sudden cardiac arrest when a person is not breathing or is only gasping. It is intended for use by lay rescuers without formal training in full CPR. Here's how to perform hands-only CPR:

1. Ensure Safety:

- Check the scene for any immediate danger to yourself or the victim.
- Confirm that the person is unresponsive and not breathing normally (or only gasping).

2. Call for Help, Get the AED:

- Immediately call 911 or have someone else do so. If an AED (Automated External Defibrillator) is available, have someone retrieve it.

3. Position Your Hands:

- Place the heel of one hand in the center of the person's chest on the lower half of the breastbone (sternum).
- Place your other hand on top of the first, interlocking your fingers.

4. Perform Chest Compressions:

- Position yourself directly over the person's chest with your elbows locked and arms straight.
- Push hard and fast, compressing the chest at least 2 inches deep.
- Maintain a compression rate of 100-120 compressions per minute (a rhythm similar to the beat of the song "Stayin' Alive" by the Bee Gees).
- Allow the chest to fully recoil between compressions to maximize blood flow.

5. Continue Until Help Arrives:

- Keep performing compressions without pausing until EMS arrives or an AED is available and ready to use.
- If another person is available, switch positions every 2 minutes to prevent fatigue.

Note: Do not worry about giving rescue breaths - hands-only CPR focuses on high-quality chest compressions to maintain circulation until professional help arrives.

Hands-only CPR can double or triple a person's chance of survival if performed immediately.

Use the AED as soon as it becomes available.

6. Spinal and Limb Injuries

- If an injured person is conscious but showing signs of severe injury, such as a visible deformity, do not move them unless necessary for safety reasons.
- Ensure the injured person remains as still as possible while comfort and reassurance are provided.

7. Crowd Control

- Assign an individual to maintain a clear perimeter, ensuring players, parents, and other bystanders remain at a safe distance from the injured athlete.
- Keep only essential personnel near the injured person.

8. Communication with Authorities

- Once the immediate situation is under control, notify the League President and League Safety Officer.
- Remain on the phone with 911 dispatch until EMS arrives or the dispatcher advises to disconnect.

9. Incident Reporting

- Complete an incident report form within 24-48 hours of the incident and submit it to the League Safety Officer.
- If applicable, an insurance claim will be initiated within 20 days of the incident.

10. Review and Training

- Annual review of the Emergency Action Plan with all coaches, assistant coaches, and volunteers is mandatory.
- Practice emergency response drills at the beginning of each season to reinforce familiarity and coordination.

Emergency Preparedness Resources:

- Little League Lightning & Severe Weather Safety Guidelines
(<https://www.littleleague.org/university/articles/staying-safe-from-lightning-at-the-field/>)

FIRST AID & INJURY PREVENTION

A prepared volunteer is better equipped to respond when injuries or medical situations occur. Below is an overview of the first aid training, equipment, and safety practices in place for the season.

First Aid Training

First aid training helps volunteers respond effectively when injuries or emergencies happen. These trainings reinforce skills such as:

- Treating minor injuries
- Managing bleeding and nosebleeds
- Recognizing potential fractures or serious injuries
- Identifying head-injury symptoms
- Responding to heat-related illness
- Treating allergic reactions
- Knowing when to call 911

First aid training requirements for WEST BRANCH LL:

- Little League First Aid Awareness Training: **Recommended**
- Formal First Aid Certification: **Recommended**
- CPR Certification and AED Use Training: **Recommended**

First Aid Kits

Accessible first aid supplies help volunteers respond quickly when an injury occurs. Keeping first aid kits stocked and easy to reach helps volunteers respond quickly during games and practices. Every team in WEST BRANCH LL has a first aid kit available at games and practices.

Recommended First Aid Kit Contents:

- Adhesive bandages (various sizes)
- Sterile gauze pads and rolled gauze
- Antiseptic wipes
- Instant cold packs
- Elastic wraps
- Tweezers and disposable gloves
- Nosebleed supplies (gauze, tissues)
- Small splint or finger splint
- CPR mask or face shield
- Allergy/sting relief wipes
- Cold Packs
- Tape and scissors

Best Practice: Each team should receive its first aid kit at the start of the season. First aid kits should travel with the team and be kept in an easy-to-reach spot during both games and practices.

Concussion Awareness

WEST BRANCH LL has confirmed that it follows required concussion training and has a protocol in place for recognizing and responding to potential head injuries during practices and games. Little League encourages all volunteers to follow the "When in doubt, sit them out" approach so players are removed from play immediately if a concussion is suspected.

Common signs and symptoms of a possible concussion include:

- Headache or pressure in the head
- Dizziness or balance problems
- Confusion, memory issues, or appearing "out of it"
- Nausea or vomiting
- Blurred vision or sensitivity to light or noise
- Behavior that seems unusual for the player

State concussion laws vary across the country. Some apply only to school athletics, while others apply to all youth sports organizations. State-specific information can be found at: <https://www.littleleague.org/player-safety/concussions-youth-athletes/>. Your league is responsible for understanding and complying with any applicable state laws.

Best Practice: If a concussion is suspected, volunteers should follow these steps:

- Remove the player from play immediately
- Ensure the player is monitored by an adult
- Refer the player to a licensed health care professional for evaluation
- Do not allow return to play on the same day
- Require written medical clearance before the player resumes practices or games

Access to Automated External Defibrillators (AED)

AEDs can play a lifesaving role during sudden cardiac emergencies, and clear access helps volunteers respond quickly when every second matters.

WEST BRANCH LL has reported that it has AEDs available at all league facilities.

Best Practice: AEDs are most effective when:

- Volunteers know the exact location of each device
- Devices are accessible during practices and games
- Batteries and pads are checked and replaced as needed
- Multiple volunteers are trained in basic AED use

State laws addressing AED access and sudden cardiac arrest (SCA) training can vary across the country. Some requirements apply only to school facilities or interscholastic athletics, while others extend to youth sports organizations or municipal fields. State-specific requirements for AEDs can be found at: <https://www.littleleague.org/player-safety/state-laws-on-automated-external-defibrillators/>

State specific requirements for SCA training can be found at: <https://www.littleleague.org/player-safety/state-laws-on-sudden-cardiac-arrest-training/>.

Your league is responsible for understanding and complying with any applicable state laws.

Additional information provided by your league:

FIRST AID

Training coaches and other volunteers in first aid practices isn't just a requirement to be fulfilled, it's an extra tool in place to help the season be a beneficial and safe experience for the Little Leaguers®. At least one manager or coach from each team in a league should attend a first aid class, though you should encourage attendance from as many league volunteers as possible. First aid knowledge is an invaluable tool to have for all of life's emergencies.

Start by organizing classes for volunteers to attend. These classes can be taught by local medical professionals. Sports injury specialists, firefighters, EMTs, colleges, hospitals, doctors, nurses, and other organizations in your area may already have programs available that your coaches could attend. You may also be able to encourage them to volunteer to conduct a clinic for your league. Not only would enlisting an individual from the community help to provide low or no-cost training, but it would also help to promote their professional medical services. Again, be sure to properly document first aid clinics.

First Aid Fundamentals will be part of West Branch Little League Coach's meeting annually. It is also available free online for basic first-aid (<https://www.littleleague.org/training>).

West Branch Little League:

- Head coaches, assistant coaches, and umpires should have some training in first aid.
- First Aid Kits will be given to each Head coach and are available in each dugouts for regular season play.
- A first aid kit and supplies are also available at the concession stand by field one.
- Ice packs, sponges are available at the concession stand when it is open.

First Aid & Injury Prevention Resources:

- First Aid Kit Checklist (<https://www.littleleague.org/university/articles/first-aid-kits-an-items-list/>)
- Little League First Aid Awareness Training (<https://www.littleleague.org/university/articles/first-aid-awareness-training-course/>)
- CDC Heads Up – Concussion Resources (<https://www.cdc.gov/heads-up/>)
- State-Specific Concussion Laws (<https://www.littleleague.org/player-safety/concussions-youth-athletes/>)
- State-Specific AED Laws (<https://www.littleleague.org/player-safety/state-laws-on-automated-external-defibrillators/>)
- State-Specific SCA Training Laws (<https://www.littleleague.org/player-safety/state-laws-on-sudden-cardiac-arrest-training/>)

EQUIPMENT SAFETY

Safe, well-maintained equipment helps prevent injuries and supports a positive playing experience. The information below reflects how playing equipment is inspected and monitored throughout the season.

Batting Helmets

All batting helmets must be NOCSAE-certified and free of cracks, dents, or deteriorating padding.

- Helmets are inspected at the start of the season and as needed
- Damaged or ill-fitting helmets are removed from use immediately
- Non-OEM (non-manufacturer) modifications are prohibited
- Properly fitted, undamaged helmets play an important role in preventing head injuries

Catcher's Gear

Catcher's equipment must be complete, well-maintained, and properly fitted for each player. A full set includes:

- Helmet with full face mask
- Dangling throat guard (required)
- Chest protector
- Leg guards

Equipment Inspections

At WEST BRANCH LL, coach or manager carry out regular equipment inspections throughout the season. These checks help identify items that should be repaired or removed from use.

- Unsafe or excessively worn equipment should be removed immediately
- Routine inspections help ensure players are always using equipment that will keep them safe from injury

Best Practice: Teach players to do quick self-checks of their helmets and gear before practices and games. Helping players look for cracks, loose padding, or missing pieces builds good habits and supports a shared culture of safety.

Additional information provided by your league:

Baseball and Softball Bats

Prior to the start of any game, it is the responsibility of the head coach to inspect the condition of the equipment to be used.

Equipment Inspection: Baseball and Softball Bats

Prior to the start of any Little League® game, it is the responsibility of the head coach to inspect the condition of the playing equipment to be used by the players participating in the ensuing game. To do so thoroughly and effectively, the head coach examines each of the bats that may be used in the game.

All baseball bats to be used in the Major Division and below, must be affixed with the USABat Standard marking, and deemed to be in accordance with Little League Rule 1.10 as outlined in the current edition of the Little League Rules, Regulations, and Policies. In Little League Baseball Intermediate 50/70, Junior, and Senior Divisions BBCOR bats are permitted. In each instance, all bats that may be used in the ensuing game must be void of any physical damage, or an altered state, that would prevent the bat from complying with the USABat Standard.

It is strongly recommended that the head complete this inspection before each game and practice. If a piece a bat is deemed unsafe, instruct player that it is to be immediately removed from the dugout. If the bat can be repaired to the satisfaction of the head coach prior to the start of the game, it is the judgment of the head coach to allow it to be used in the game.

The process is the same for any bat that is intended to be used in the game

Like all applications of Little League rules, decisions are made in accordance with the current rules, regulations, and policies, and in conjunction with the judgment of the head coach.

It is the responsibility of the head coach to understand this process, and why it is to be done prior to each game throughout the regular season.

PENALTY

If illegal equipment is used during the game, the head coach of the team will be ejected from the game and the player who used the illegal equipment will also be ejected from the game. Both the head coach and the player who used illegal equipment will be suspended for their team's next physically played game and may not be in attendance at the game site. This includes pregame and postgame activities.

Batting Helmets and Catcher's Gear

Prior to the start of any game, it is the responsibility of the head coach to inspect the condition of the equipment to be used.

Equipment Inspection: Batting Helmets and Catcher's Helmets and Catcher's Gear

Prior to the start of any Little League® game, it is the responsibility of the head coach to inspect the condition of the playing equipment to be used by the players participating in the ensuing game. To do so thoroughly and effectively, the head coach will examine each of the batting helmets that may be worn, and the equipment to be worn by the catcher, including the helmet, chest protector and shin guards.

The batting helmets must be affixed with the NOCSAE symbol, be free of cracks or other visible damage, and all of the internal padding must not be missing, tattered, torn or frayed. No stickers are permitted on the helmets, unless there is a letter of certification from the helmet manufacturer affirming the stickers are permitted to be affixed to the helmet.

It is strongly recommended that the head coach examine all equipment prior to each game. If a piece of equipment is deemed unsafe, instruct the player that it be immediately removed from the dugout. If the equipment can be repaired to the satisfaction of the head coach prior to the start of the game, it is the judgment of the head coach to allow the equipment to be used in the game.

The process is the same for any piece of catcher's equipment that could be used in the game.

Like all applications of Little League rules, decisions are made in accordance with the current rules, regulations, and policies, and in conjunction with the judgment of the head coach.

It is the responsibility of the head coach to understand this process, and why it is to be done prior to each game throughout the regular season.

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WEST BRANCH LITTLE EQUIPMENT REQUIREMENTS

- Equipment should be inspected regularly; report any deficiencies in the league equipment to the league Equipment Maintenance Officer (Jeremy Parliament).
- Adults will not allow the players to carry the team's equipment bags.
- Team equipment should be stored in the team dugout during games and practices, and not in the area defined by umpires as "in play".
- Batters must wear approved protective helmets during practice and during games.
- No bat handle will be hung on the inside or outside of the screens that face the field of play.
- Shoes with metal spikes or cleats are not permitted. Shoes with molded cleats are permissible. Intermediate (50/70), Junior, Senior divisions shoes with metal cleats are permitted.
- All catchers must wear a mask, with a "dangling" style throat protector and catcher's helmet during practice, pitcher warm up, and games; skull caps are not permitted.
- Male catchers MUST wear a cup at all times.
- Catchers must wear a catcher's mitt protecting their hand.
- Parents and guardians of players who wear glasses should be encouraged to provide "Safety glasses" for their players.

EQUIPMENT SAFETY

- Before each season, spring and fall, our Equipment Maintenance Officer – Jeremy Parliament for 2025 season – will go over every piece of equipment to ensure they meet all applicable safety requirements. The Equipment Maintenance Officer oversees throwing out any equipment that does not meet Little League International and State of Michigan guidelines for safety. Equipment Maintenance Officer is in charge of ordering new equipment to replace anything that is damaged or submit the League President to order.
- During a season, if a head coach, coach, or umpire determines a piece of equipment is not safe, they will contact our Equipment Maintenance Officer to get a replacement.
- **PENALTY:** If illegal equipment is used during the game, the head coach of the team will be ejected from the game and the player who used the illegal equipment will also be ejected from the game. Both the head coach and the player who used illegal equipment will be suspended for their team's next physically played game and may not be in attendance at the game site. This includes pregame and postgame activities.
- Before each game, our head coach will perform a visual and hands-on inspection of each piece of equipment – including bats, helmets, and catcher gear – to assure the equipment being used by the players is safe before the start of each game. A field inspection to include break-away bases, dugouts, and spectator seating is also conducted prior to the start of each game.
- We will recommend a form to track equipment needs

Equipment Safety Resources:

- Equipment and Facility Check-Ups (<https://www.littleleague.org/university/articles/make-regular-equipment-facility-check-ups-a-year-round-endeavor-for-your-league-or-district/>)

FACILITY SAFETY

Safe, well-maintained facilities help create a positive experience for players, families, and volunteers. Your league has shared the steps it takes to help keep playing conditions safe throughout the season.

Seasonal Facility Inspection

WEST BRANCH LL completes a thorough review of all fields and facilities at the beginning and end of each season.

This inspection helps the league:

- Identify needed repairs
- Document safety concerns
- Plan for maintenance or improvements
- Confirm that fields and common areas are ready for use

Ongoing Facility Checks

WEST BRANCH LL conducts regular in-season checks to help ensure facilities remain safe and ready for play. These checks typically look for:

- Loose or damaged fencing
- Worn or broken bases
- Slick, uneven, or poorly drained surfaces
- Broken or unstable bleachers
- Lighting or electrical concerns
- Hazards in dugouts, walkways, or spectator areas

Field Safety

Before every game and practice, fields and dugouts should be reviewed to ensure safe playing conditions. These quick checks help volunteers:

- Spot hazards early
- Prevent injuries
- Address small issues before they become larger concerns
- Confirm that field equipment, playing surfaces, and dugout areas are safe and ready for use

At WEST BRANCH LL, coach or manager carry out field and dugout safety checks before games and practices.

Annual Little League Facility Survey

Each year, leagues complete the Little League Annual Facility Survey, which records the condition of each field, identifies maintenance or safety needs, and documents key details about layout, features, and emergency equipment.

A report generated from WEST BRANCH LL's completed facility survey is included with this SAFE Summary.

Best Practice: Create a simple, shared inspection checklist for coaches and volunteers to use before games and practices. Consistent use of the same checklist helps ensure issues are spotted early and reported quickly.

Additional information provided by your league:

Check Field Conditions

Player safety is paramount. Look for holes, divots, rocks, glass or slippery surfaces. Even if you don't find anything or know that the field conditions are usually fine at the facilities where you play, the very fact that you check lets managers, players, and their parents know that you are diligent about player safety.

West Branch Little League will track and document any facility issues needing to be repaired.

West Branch Little League will have the head coach before each game use the following checklist:

Hey Coach, Have you:

1. Walked field for debris/foreign objects
2. Inspected helmet, bats, catchers' gear
3. Made sure a first aid kit is available
4. check conditions of fences, backstops, bases and warning track
5. Made sure a cell phone is available in case of an emergency
6. Held a warm-up drill.

WEST BRANCH LITTLE LEAGUE ENVIRONMENT

- No games or practices will be held when weather or field conditions are poor, particularly when lighting is inadequate
- No hitting hardballs against fences.
- No climbing fences
- Bats in the dugout area will not be held by players sitting on the bench or walking the dugout, and will only be held by players going out to bat or returning to the dugout from the field to put the bat away
- No batter, runner or player waiting to bat will, at any time, enter the field without having first put on a helmet; nor shall players on the field ever remove their helmet until they return to the dugout
- Except when a runner is returning to a base, headfirst slides are not permitted
- During sliding practice, bases should not be strapped down and should be located away from the base anchoring system
- Only head coach, assistant coach, umpires, and players are permitted on the playing field or in the dugout during games and practice sessions
- Foul balls batted out of the playing area should be retrieved by a spectator, or coach from whichever team happens to be playing defense when the hit occurred
- Disengage-able bases are mandatory for all league fields

- No pets are allowed at our Little League fields.
- Observe all posted signs
- All gates to the fields must always remain closed; after players have entered or left the playing field, gates should be closed and secured
- Use crosswalks when crossing roadways; always be alert for traffic
- Any jewelry worn by a player that poses harm to injury will be subject to removal. This rule applies regardless of the composition of such jewelry, hard cosmetic item, or hard decorative item. Hard items to control the hair, such as beads, are permitted. Jewelry that alerts medical personnel to a specific condition is permitted. Sunglasses are also permitted.

For more information about facility safety at WEST BRANCH LL, or to report a concern, please contact: League President

Facility Safety Resources:

- Day to Day Safety Checklist (<https://www.littleleague.org/university/articles/the-safest-little-league-experience-comes-from-doing-common-tasks/>)
- Pre-Season Facility Checkup (<https://www.littleleague.org/university/articles/conduct-a-facilities-safety-check-before-the-season-starts/>)

CONCESSION STAND SAFETY

Concession stands add to the game day experience, but they also involve equipment, heat sources, and food handling, all of which require clear safety procedures. The information below summarizes how WEST BRANCH LL helps maintain a safe concession operation throughout the season.

WEST BRANCH LL has confirmed that its concession stand(s):

- Follow all applicable local health and safety regulations
- Provide volunteers with guidance in safe food handling and equipment use
- Maintain a working fire extinguisher that is readily available
- Keep first aid supplies in the concession stand
- Do not allow minors to work in or remain inside the concession stand during operating hours

Best practice: Post simple safety reminders inside the concession stand so volunteers can quickly review expectations before each shift, including:

- Handwashing steps
- Safe food temperatures
- Equipment shut-off procedures
- Location of the fire extinguisher
- Emergency contact information

Additional information provided by your league:

Concession Stand Inspection Checklist

When it comes to inspecting your facilities at the start of a season or before the start of the Little League® International Tournament, it's important to remember that safety considerations extend beyond the field, dugouts, and bleachers. You'll need to ensure that all of the areas within your facility frequented by players, spectators, and staff are operational and don't present safety hazards.

One of the busiest areas of any Little League field is the concession stand. It's also an area that can present a number of safety issues for workers who staff it. So, it's essential that all aspects of the concessions stand are thoroughly and regularly inspected to avoid injuries.

Here's a checklist for inspecting your concessions stand:

Cooking Appliances and Equipment

Most concession stands house a variety of appliances and equipment for cooking. Make sure that whatever cooking appliances your concessions stand features are in good working order.

Electrical Outlets and Sinks

Take the time to go around to every electrical outlet in the concession stand and test them to make sure they're working properly. This also is a good time to check your sinks and faucets to ensure that you'll have the clean water you'll need.

Countertops, Tables, and Floors

Food and debris left over from the previous game can be the source of serious health concerns if it attracts insects and rodents. Scan these areas carefully to make sure this hasn't happened. Speaking of pest control, keep an eye out to make sure any pesticides are stored away from any food.

Train Your Staff

One of the best ways to avoid injuries and safety issues in the concessions stand is by properly training the workers who will staff it. This includes giving clear guidelines on operating equipment and creating a safe working environment.

Bring in the Pros

If possible, it may be a good idea to enlist the help of a local restaurant manager to come in and take a look to ensure you haven't missed anything with your safety inspection. You also can consult your local or state health inspection office with any questions; or if you're unsure about anything.

12 Steps to Safe, Sanitary Food Service

The following information is intended to help develop a healthy and safe work environment for your league's concession stand. Following these simple safety tips will help minimize the risk of foodborne illness and limit the chance of injury.

1. Simple Menu

Keep your menu simple, and keep potentially hazardous foods (meat, 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. Having complete control over your food, from source to service, is the key to safe, sanitary food service.

2. Food Thermometer

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 illness from temporary events can be traced back to lapses in temperature control.

- Heating Food – Rapidly reheat potentially hazardous foods to 165° F. Do not attempt to heat food in crock pots, steam tables, over a warming tray or other holding devices. Slow cooking mechanisms may activate bacteria and never reach killing temperatures.

3. 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 good 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.

4. 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 substitutes for hand washing!

5. 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.

6. 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.

7. Washing Dishware

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:

- Washing in hot soapy water;
- Rinsing in clean water;

- Chemical or heat sanitizing; and
- Air drying

8. 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 hands. Ice can become contaminated with bacteria and viruses and cause foodborne illness.

9. Wiping Cloths

Rinse and store your wiping cloths in a bucket of sanitizer (example: 1 gallon of water and ½ teaspoon of chlorine bleach). Change the solution every two hours. Well sanitized work surfaces prevent cross-contamination and discourage flies.

10. 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 tight-fitting lid. Dispose of wastewater in an approved method (do not dump it outside). All water used should be potable water from an approved source.

11. 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.

12. Set a Minimum Worker Age

Leagues should set a minimum age for workers or to be in the stand.

For more information about concession stand safety at WEST BRANCH LL, or to report a concern, please contact:
Concessions Manager

Concession Stand Safety Resources:

- Concession Stand Safety (<https://www.littleleague.org/university/articles/concession-stand-safety-tips-12-steps-to-safe-sanitary-food-service/>)
- Concession Stand Safety Checklist (<https://www.littleleague.org/university/articles/concession-stand-inspection-checklist/>)

TRAINING & EDUCATION

When volunteers are trained and prepared, it helps to prevent injuries, respond to emergencies, and create a positive experience for everyone involved. This section highlights the volunteer trainings that WEST BRANCH LL requires and encourages.

Abuse Awareness Training

Little League requires all volunteers who undergo a background check to complete Abuse Awareness Training each year. WEST BRANCH LL confirms that all required volunteers complete Abuse Awareness Training each season.

Safety Awareness Training (Little League University)

Safety Awareness Training helps volunteers understand common safety risks, recognize unsafe situations, and take proactive steps to prevent injuries.

WEST BRANCH LL requires Safety Awareness Training for: League Officers/Board Members.

First Aid Awareness Training (Little League University)

First Aid Awareness Training helps volunteers recognize injuries, respond appropriately, know when to call 911, and take steps to prevent medical emergencies.

WEST BRANCH LL requires First Aid Awareness Training for League Officers/Board Members, Managers and Coaches, All Other Volunteers.

Diamond Leader Training (Little League University)

Diamond Leader Training supports coaches and volunteers in creating a positive team environment focused on player well-being, sportsmanship, communication, and healthy culture.

WEST BRANCH LL requires Diamond Leader Training for Managers and Coaches.

Additional Trainings Offered or Encouraged

WEST BRANCH LL has indicated that it offers or requires the following additional trainings:

- Coaching Skills & Game Fundamentals Training
- AED Use Training
- Concession Safety Training
- Little League Prepare Training (Little League University)
- Little League Play Training (Little League University)

Best practice: Share a simple training plan at the start of the season outlining required courses, who must complete them, and suggested deadlines. Clear expectations help volunteers stay on track.

Additional information provided by your league:

West Branch Little League's Obligations

To remain in compliance with Little League International, West Branch Little League upholds the following standards:

1. Background Checks:

All West Branch Little League volunteers must pass an annual background check and cleared by JDP in order to participate with the league in any capacity.

2. Mandatory Training:

Volunteers must annually complete the Little League University Abuse Awareness Training Course after October 1st to be eligible for the upcoming season.

3. Mandatory Training:

Volunteers must complete the Heads Up Concussion Training every three years.

4. Mandatory Training

Volunteers must complete the first aid training yearly from www.littleleague.org/training

5. Mandatory Reporting:

Any suspected or confirmed abuse must be reported to the appropriate authorities within 24 hours.

6. Zero Tolerance for Retaliation:

West Branch Little League prohibits retaliation against individuals who make "good faith" reports of abuse.

7. Prohibition of One-on-One Interactions:

Volunteers must limit one-on-one contact with minors and ensure all activities are observable and interruptible by others.

8. Board of Directors (BOD) Responsibilities:

- Suspend any individual alleged to have committed abuse during the investigation.
- Notify Little League International of abuse allegations via SecuritySpecialist@LittleLeague.org.
- Permanently remove any individual if allegations are substantiated.
- Notify parents of minors involved in substantiated allegations.

Note: West Branch Little League will not attempt to investigate suspected abuse. Investigations are conducted by law enforcement or child protective services.

Training and Education Resources:

- Little League University (LLU) Trainings Overview (<https://www.littleleague.org/university/training/>)
- Little League Abuse Awareness Training (<https://www.littleleague.org/university/articles/abuse-awareness-training-course/>)
- Little League Safety Awareness Training (<https://www.littleleague.org/university/articles/safety-awareness-training-course/>)
- Little League First Aid Awareness Training (<https://www.littleleague.org/university/articles/first-aid-awareness-training-course/>)

ACCIDENT INSURANCE & INCIDENT REPORTING

Accidents can happen at any time, and being prepared helps leagues support families and volunteers when they do. Understanding and documenting injuries ensures everyone gets the help they need and allows the league to strengthen safety practices for future seasons.

How to Submit an Accident Claim

If a player or volunteer requires medical treatment after a league-sanctioned activity, families should follow these steps:

1. Download the Accident Claim Form from LittleLeague.org.
2. Provide the claimant's full information, including parent or guardian details if the claimant is a minor.
3. Complete all sections of the form. Missing information causes delays.
4. Include primary insurance information. If the claimant has no insurance, written employer verification is required.
5. Attach itemized medical bills that include dates of service, procedure codes, diagnosis codes, and charges.
6. For dental injuries, submit bills to the primary medical and dental insurer first, then include the insurer's Explanation of Benefits.
7. Have a league official (President, Safety Officer, etc.) complete and sign the League Statement section.
8. Completed claim forms and supporting documents must be mailed. Email and fax submissions cannot be accepted.

Questions about the claim process may be sent to AccidentClaim@LittleLeague.org.

Incident Tracking

WEST BRANCH LL documents all injuries and incidents that occur during league activities.

- Reports are completed using the official Little League Incident Tracking Form.
- A designated league officer is responsible for collecting and reviewing each report.
- Reviewing incident information throughout the season helps the league identify trends, address hazards, and strengthen safety practices.

Best practice: Monitor incident reports and near-miss situations regularly during the season. Tracking both helps identify emerging patterns, field conditions, equipment problems, or other safety concerns, so the league can take proactive steps to prevent injuries and improve the overall safety of the program.

Additional information provided by your league:

ACCIDENT REPORTING PROCEDURES

What to report - An incident that causes any player, Head coach, assistant coach, umpire, or volunteer to receive medical treatment and/or first aid must be reported to the 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 - All such incidents described above must be reported to the Safety Officer within 24-48 hours of the incident. The Safety Officer for 2025 is Mike Durfee, and he can be reached at the following:

Cell: (989) 312-0592

Email: tech@wblls.com

Track – “near misses” as a proactive tool to evaluate practices and avoid future injuries.

How to make the 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:

The name and phone number of the individual involved

The date, time, and location of the incident

As detailed a description of the incident as possible

The preliminary estimation of the extent of any injuries

The name and phone number of the person reporting the incident

The Safety Officer’s Responsibilities - Within 48 hours of receiving the incident report, the Safety Officer will contact the injured party or the party’s parents and (1) verify the information received; (2) obtain any other information deemed necessary; (3) check on the status of the injured party; and (4) in the event that the injured party required other medical treatment (i.e., Emergency Room visit, doctor’s visit, etc.) will advise the parent or guardian of the West Branch Little League’s insurance coverage and the procedures for submitting any claims. The safety officer must fill out an injury tracking report and an Accident Claim Form will be completed. These forms are located on little league website at: <https://www.littleleague.org/forms-publications/#asap>

If the extent of the injuries are more than minor in nature, the Safety Officer shall periodically call the injured party to (1) check on the status of any injuries, and (2) to check if any other assistance is necessary in areas such as submission of insurance forms, etc. until such time as the incident is considered “close” (i.e., no further claims are expected and/or the individual is participating in the league again).

Share – information on accidents and “near misses” with the board and/or district 8 staff.

What Parents Should Know About Little League® Insurance

The Little League Insurance Program offers affordable protection for all participants. The Little League Player Accident Policy is an excess coverage, accident-only plan designed to supplement family or employer-provided insurance. If no primary coverage is available, Little League Insurance will provide benefits for eligible charges, up to the usual and customary limits, with a \$50 deductible.

Key Points for Parents:

1. Accident Notification Form:

- Must be completed by parents (if the claimant is under 19 years of age) and a league official.
- Submit to Little League Headquarters within 20 days of the accident.
- Keep a photocopy for reference.

2. Initial Treatment:

- Medical/dental treatment must begin within 30 days of the accident.

3. Supporting Documentation:

- Provide itemized bills, including service details, diagnosis codes, and other related documentation within 90 days of the accident.
- Documentation must be submitted no later than 12 months from the initial expense date.

4. When Other Insurance Applies:

- Forward copies of the Explanation of Benefits or denial notices for each charge to Little League International.

5. Coverage Period:

- Benefits cover eligible medical expenses incurred within 52 weeks of the accident, subject to plan provisions.

6. Deferred Medical/Dental Benefits:

Limited deferred benefits are available for specific treatments after the 52-week limit, under the following conditions:

• Medical Treatments:

- Deferred benefits for procedures such as pin/plate removal or scar tissue removal, up to \$100,000.
- Treatment must occur within 24 months of the injury.

• Dental Treatments:

- For injuries to sound, natural teeth, deferred treatment costs are covered up to \$1,500 or reasonable expenses.
- Deferred treatment must occur by the insured's 23rd birthday or within 104 weeks for root canal therapy.

Note: No deferred benefits will be paid unless a physician certifies, within 52 weeks, that the treatment must be postponed for valid reasons.

By following these guidelines, parents and participants can ensure proper handling of accidents and claims while benefiting from the comprehensive protection provided by Little League Insurance.

To report an incident, or for more information about filing an accident claim, please contact: League Safety Officer

Accident Reporting Resources:

- Little League Incident Tracking Form (<https://www.littleleague.org/downloads/incident-injury-tracking-form/>)
- AIG Accident Claim Form (<https://www.littleleague.org/downloads/accident-claim-form/>)
- How to File an Accident Claim (<https://www.littleleague.org/university/articles/how-to-submit-an-accident-insurance-claim/>)
- Little League Insurance Program Overview (<https://www.littleleague.org/university/articles/little-league-insurance-programs/>)

LITTLE LEAGUE RULES & SAFETY BEST PRACTICES

Creating a safe, enjoyable playing environment begins with following Little League's official safety rules and reinforcing practices that protect players, volunteers, and families. WEST BRANCH LL has confirmed that it meets all required safety standards.

Little League Safety Rules

Little League's official safety rules are designed to prevent injuries and establish consistent expectations across the program. These rules help ensure safe play during practices and games.

Leagues must enforce the following:

- On-deck batters are not permitted in the Majors Division and below
- Batters, base runners, and player base coaches must wear helmets at all times
- Catcher's gear must include a dangling throat guard
- Metal cleats are prohibited in the Majors Division and below
- Disengageable bases are required on all baseball and softball fields
- Head-first sliding while advancing is not permitted in the Majors Division and below
- Pitch count limits and required rest days must be followed in all baseball divisions
- Bats must meet current Little League standards
- Game balls must meet current Little League standards and be in good condition

Safety Best Practices

In addition to official rules, many leagues adopt extra safety practices that strengthen routines, reinforce expectations, and create a positive environment for players, families, and volunteers.

Common safety best practices include:

- Keeping dugout and field gates closed during play
- Using a double first base on baseball and softball fields
- Reminding players not to throw equipment or swing bats near others
- Reviewing lightning and severe weather procedures with coaches and umpires
- Ensuring each team has emergency contact information available at practices and games
- Leading age-appropriate warm-ups and stretching to reduce injury risk
- Marking spectator areas clearly and keeping them separate from the field
- Encouraging volunteers, parents, and players to model sportsmanlike and respectful behavior
- Sharing safety reminders with families (emails, signage, or meetings)
- Posting safety signage in common areas (e.g., "No Climbing Fences," "Foul Ball Awareness," "AED Located Here")

Additional information provided by your league:

LIGHTENING FACTS & SAFETY PROCEDURES

WHEN YOU HEAR IT - CLEAR IT WHEN YOU SEE IT - FLEE IT

Consider the following facts:

- The average lightening stroke is 6 - 8 miles long.
- The average thunderstorm is 6 -10 miles wide and travels at a rate of 25 miles per hour.
- Once the leading edge of a thunderstorm approaches to within 10 miles, you are at immediate risk due to the possibility of lightening strokes coming from the storm's overhanging anvil cloud.
- On the average, thunder can be heard over a distance of 3 - 4 miles, depending on humidity, terrain, and other factors.

"Flash-Bang" Method

One way of determining how close a recent lightning strike is to you is called the "flash-bang" method. With the "flashbang" method, a person counts the number of seconds between the sight of a lightning strike and the sound of thunder that follows it. Halt play and evacuation should be called for whenever you see or hear lightning and/or thunder.

Rule of Thumb

The ultimate truth about lightning is that it is unpredictable and cannot be prevented. Therefore, a head coach, assistant coach, or umpire who feels threatened by an approaching storm should stop play and get everyone to safety.

Where to Go?

No place is safe from the lightening threat, but some places are safer than others. Large enclosed shelters (substantially constructed buildings) are the safest (like our concession stand, press box or the Senior Center near Wilcox field). For many participants, the best area for them to seek shelter is in a fully enclosed metal vehicle with the windows rolled up. If you are stranded in an open area and cannot get to shelter in a car, put your feet together, crouch down, and put your hands over your ears (to try and prevent eardrum damage).

Where NOT to Go!!

Avoid high places and open fields, isolated trees, unprotected gazebos, rain or picnic shelters (like at field #4), dugouts, flagpoles, light poles, bleachers (metal or wood), metal fences and water.

First Aid to a Lightning Victim

Typically, the lightening victim exhibits similar symptoms as that of someone suffering from a heart attack. In addition to calling 911, the rescuer should consider the following:

- The first principle of emergency care is "make no more casualties." If the victim is in a high-risk area (open field, isolated tree, etc.) the rescuer should determine if movement from that area is necessary - lightning can and does

strike the same place twice. If the rescuer is at risk, and movement of the victim is a viable option, it should be done.

- If the victim is not breathing, start mouth to mouth resuscitation. If it is decided to move the victim, give a few quick breaths prior to moving them.
- Determine if the victim has a pulse. If no pulse is detected, start cardiac compressions as well.

Note: CPR should only be administered by a person knowledgeable and trained in the technique.

CONCUSSIONS IN YOUTH ATHLETES

Little League Baseball, Incorporated has published a summary of all currently existing state laws regarding concussions in youth athletes, which can be found here:

<https://www.littleleague.org/player-safety/concussions-youth-athletes/>

West Branch Little League understands the importance of properly recognizing and dealing with a youth athlete having a concussion, and requires all of its head coaches and assistant coaches to take the online training offered by The CDC at <https://www.cdc.gov/heads-up/training/youth-sports.html>

CONCUSSION POLICY

Purpose: The safety and well-being of our West Branch Little League players is our top priority. This policy is designed to ensure that all coaches, players, and parents understand the risks associated with concussions and follow the appropriate protocols to protect athletes from further injury.

Concussion Recognition:

A concussion is a serious brain injury that can happen in any sport, including baseball and softball, and typically involves a forceful blow to the head or motion that jars the neck or head. It is important to be aware of the signs and symptoms of a concussion, which may occur immediately or develop hours or days after a hit or fall.

Common symptoms of a concussion include:

- Headache or pressure in the head
- Dizziness or balance problems
- Nausea or vomiting
- Sensitivity to light or noise
- Difficulty concentrating or remembering
- Confusion or feeling "foggy"
- Blurry vision
- Trouble sleeping
- Sensitivity to movement

- Loss of consciousness (although not always)

2. When in Doubt, Sit Them Out:

If a player exhibits any of the above symptoms or if a coach, parent, or medical professional is concerned that the player may have sustained a concussion, the athlete must immediately be removed from practice or a game. **WHEN IN DOUBT, SIT THEM OUT.**

3. No Same-Day Return to Play:

A player who exhibits any signs or symptoms of a concussion cannot return to play on the same day. If a player is suspected of having a concussion, they must not return to sport until they are evaluated and cleared by a healthcare provider who is trained in concussion management.

4. Communicating with Parents/Guardians:

Once a player is removed from play due to a suspected concussion, the coach must immediately inform the player's parents or guardians. It is important for parents to monitor the child for any worsening of symptoms and seek medical attention from a healthcare provider trained in concussion management.

5. Follow-Up Care:

It is strongly recommended that a player who has suffered a concussion follow up with a healthcare provider who specializes in concussion management. This may include a pediatrician, neurologist, or sports medicine specialist trained in concussion care. They will guide the recovery process and help determine when it is safe for the athlete to return to sports.

6. Return to Play Protocol:

A player may only return to play when the following conditions are met:

- They are symptom-free at rest and after exercise.
- They have received clearance from a healthcare provider trained in concussion management.

Note: we advise (but do not require) the completion of a return-to-play protocol under the guidance of a healthcare provider. This involves a stepwise approach to gradually reintroduce physical activity to the athlete and progressing through sport-specific activities.

7. Steps for Return to Play (highly encouraged):

The return-to-play protocol is as follows, and should only be initiated once the player is cleared by a healthcare provider:

Light aerobic exercise: Walking or stationary cycling for 5-10 minutes.

Moderate intensity exercise: Increase cardiovascular demand (e.g., running the bases).

Sports Specific Drills: Tee work, soft toss, cage hitting.

Non-contact training: Increased intensity of sport-specific drills.

Full practice or training: Full-contact practice or training (as appropriate).

Return to competition: Full return to game play, as approved by the healthcare provider.

Each step should take at least 24 hours, and if any symptoms return during the process, the athlete must stop and seek further evaluation from a healthcare provider.

8. Coaching and Parental Education:

Coaches are required to have Heads Up Concussion training every three years (prior to practices each season) to ensure they are knowledgeable about concussion risks, symptoms, and proper procedures for handling suspected concussions. A review of the concussion protocols will be reviewed at the annual coach's meeting. Parents are encouraged to educate themselves about the signs of concussion and the importance of following proper protocols for return to play.

9. Consequences for Non-Compliance:

Any coach, player, or parent who fails to follow this policy will be subject to review and corrective action, which may include suspension from practices or games.

Summary:

- When in doubt, sit them out – If a concussion is suspected, remove the player from the game or practice.
- No same-day return to play – Players who show symptoms must not return to play until cleared by a healthcare provider trained in concussion management.
- Parents should follow up with a provider trained in concussion management and carefully monitor symptoms.
- A clear, step-by-step protocol is advised for return-to-play decisions, ensuring a safe return to sports.

The safety of our players is a team effort, and we must all do our part to help protect them from the risks of concussions.

The CDC has also made a concussion safety app, called "CDC HEADS UP Rocket Blades". More information on the app is available at <https://apps.apple.com/us/app/cdc-heads-up-rocket-blades/id1212332624?mt=8+>, and all head coaches, assistant coaches, umpires, and volunteers are encouraged to install it on their smart phone.

2026 FACILITY SURVEY REPORT

This report provides an overview of the information submitted by WEST BRANCH LL through the Little League Annual Facility Survey. The survey helps document the condition of each field, identify safety or maintenance needs, and track important facility details such as fencing, bleachers, lighting, emergency equipment, and field use.

The information in this summary reflects the league's responses for each field and is intended to support planning, safety awareness, and ongoing facility improvements throughout the season.

EVAN KIMBALL FIELD 2

148 Page Street
West Branch, MI 48661

Facility survey last updated 2/3/2026

Field Dimensions

Left Field	Center Field	Right Field	Backstop	Outfield Fence Height
201 ft.	201 ft.	201 ft.	25 ft.	4 ft.

Left Field Foul Territory

Home Plate	Third Base	Foul Pole
25 ft.	25 ft.	10 ft.

Right Field Foul Territory

Home Plate	First Base	Foul Pole
25 ft.	25 ft.	70 ft.

General Details

Parking Capacity	51-100
Bleacher Capacity	1-100
Ownership	League
Maintenance Responsibility	League

Emergency Equipment

Safety Features	Dugout fencing, Bullpen, Disengageable bases, Outfield fence bumper
Emergency Equipment Available	AED (Automated External Defibrillator), First aid kit

Field and Playing Area

Field is Fenced	Permanent
Fence Material	Chain-link
Basepath Material	Soil
Baseline Marking Material	Lime
Infield Surface	Grass
Playing Features	Permanent pitching mound, Foul poles, Backstop

Lighting

Lights Installed	Yes
Pole Type	Wood
Underground Wiring	<input checked="" type="checkbox"/>
Light Poles Grounded	<input checked="" type="checkbox"/>
Date Electrical System Last Inspected	
Date Light Levels Last Tested	
Light Levels Meet Little League Standards	Yes

Field Usage

Field Used for Tournament Play	Yes
Scheduling Limitations	Limited time allowed for practices

Bleachers

Material	Wood,Metal
Annual Inspection	<input checked="" type="checkbox"/>
Safety Railing	<input checked="" type="checkbox"/>
Handrails	<input checked="" type="checkbox"/>
Overhead Screens	

FIELD OF DREAMS FIELD 5

2080 M-55

West Branch, MI 48661

Facility survey last updated 2/3/2026

Field Dimensions

Left Field	Center Field	Right Field	Backstop	Outfield Fence Height
310 ft.	340 ft.	310 ft.	34 ft.	6 ft.

Left Field Foul Territory

Home Plate	Third Base	Foul Pole
40 ft.	40 ft.	40 ft.

Right Field Foul Territory

Home Plate	First Base	Foul Pole
40 ft.	40 ft.	40 ft.

General Details

Parking Capacity	1-50
Bleacher Capacity	1-100
Ownership	Ogemaw County
Maintenance Responsibility	Municipality

Emergency Equipment

Safety Features	Outfield warning track, Batter's eye, Pitcher's eye, Dugout fencing, Bullpen, Disengageable bases, Protected on deck area
Emergency Equipment Available	AED (Automated External Defibrillator), First aid kit, Fire extinguisher

Field and Playing Area

Field is Fenced	Permanent
Fence Material	Chain-link
Basepath Material	grass
Baseline Marking Material	Spray Paint
Infield Surface	Grass
Playing Features	Permanent pitching mound, Foul poles, Backstop

Lighting

Lights Installed	Yes
Pole Type	Wood
Underground Wiring	<input checked="" type="checkbox"/>
Light Poles Grounded	<input checked="" type="checkbox"/>
Date Electrical System Last Inspected	4/1/2025
Date Light Levels Last Tested	
Light Levels Meet Little League Standards	Yes

Field Usage

Field Used for Tournament Play	Yes
Scheduling Limitations	Limited time allowed for practices, Restrictions on the number of teams or games scheduled

Bleachers

Material	Metal, Wood
Annual Inspection	<input checked="" type="checkbox"/>
Safety Railing	<input checked="" type="checkbox"/>
Handrails	<input checked="" type="checkbox"/>
Overhead Screens	

SOFTBALL FIELD 3

148 Page Street
WEST BRANCH, MI 48661

Facility survey last updated 2/3/2026

Field Dimensions

Left Field	Center Field	Right Field	Backstop	Outfield Fence Height
190 ft.	190 ft.	190 ft.	18 ft.	4 ft.

Left Field Foul Territory

Home Plate	Third Base	Foul Pole
20 ft.	20 ft.	20 ft.

Right Field Foul Territory

Home Plate	First Base	Foul Pole
25 ft.	20 ft.	20 ft.

General Details

Parking Capacity	51-100
Bleacher Capacity	1-100
Ownership	Municipality
Maintenance Responsibility	League

Emergency Equipment

Safety Features	Pitcher's eye, Dugout fencing, Bullpen, Disengageable bases, Outfield fence bumper
Emergency Equipment Available	AED (Automated External Defibrillator), First aid kit

Field and Playing Area

Field is Fenced	Permanent
Fence Material	Chain-link
Basepath Material	Soil
Baseline Marking Material	Lime
Infield Surface	All-dirt or clay infield
Playing Features	Foul poles, Backstop

Lighting

Lights Installed	Yes
Pole Type	Wood
Underground Wiring	<input checked="" type="checkbox"/>
Light Poles Grounded	<input checked="" type="checkbox"/>
Date Electrical System Last Inspected	
Date Light Levels Last Tested	
Light Levels Meet Little League Standards	Yes

Field Usage

Field Used for Tournament Play	Yes
Scheduling Limitations	Limited time allowed for practices

Bleachers

Material	Wood, Metal
Annual Inspection	<input checked="" type="checkbox"/>
Safety Railing	<input checked="" type="checkbox"/>
Handrails	<input checked="" type="checkbox"/>
Overhead Screens	<input checked="" type="checkbox"/>

SOFTBALL FIELD 4

148 Page Street
West Branch, MI 48661

Facility survey last updated 2/3/2026

Field Dimensions

Left Field	Center Field	Right Field	Backstop	Outfield Fence Height
190 ft.	190 ft.	190 ft.	22 ft.	4 ft.

Left Field Foul Territory

Home Plate	Third Base	Foul Pole
25 ft.	25 ft.	25 ft.

Right Field Foul Territory

Home Plate	First Base	Foul Pole
25 ft.	25 ft.	25 ft.

General Details

Parking Capacity	51-100
Bleacher Capacity	1-100
Ownership	Municipality
Maintenance Responsibility	League

Emergency Equipment

Safety Features	Pitcher's eye, Dugout fencing, Bullpen, Disengageable bases, Outfield fence bumper
Emergency Equipment Available	AED (Automated External Defibrillator), First aid kit

Field and Playing Area

Field is Fenced	Permanent
Fence Material	Chain-link
Basepath Material	Soil
Baseline Marking Material	Lime
Infield Surface	All-dirt or clay infield
Playing Features	Foul poles, Backstop

Lighting

Lights Installed	Yes
Pole Type	Wood
Underground Wiring	<input checked="" type="checkbox"/>
Light Poles Grounded	<input checked="" type="checkbox"/>
Date Electrical System Last Inspected	
Date Light Levels Last Tested	
Light Levels Meet Little League Standards	Yes

Field Usage

Field Used for Tournament Play	Yes
Scheduling Limitations	Limited time allowed for practices

Bleachers

Material	Wood, Metal
Annual Inspection	<input checked="" type="checkbox"/>
Safety Railing	<input checked="" type="checkbox"/>
Handrails	<input checked="" type="checkbox"/>
Overhead Screens	<input checked="" type="checkbox"/>

WILCOX FIELD 1

148 Page Street
West Branch, MI 48661

Facility survey last updated 2/3/2026

Field Dimensions

Left Field	Center Field	Right Field	Backstop	Outfield Fence Height
210 ft.	220 ft.	210 ft.	18 ft.	4 ft.

Left Field Foul Territory

Home Plate	Third Base	Foul Pole
18 ft.	22 ft.	22 ft.

Right Field Foul Territory

Home Plate	First Base	Foul Pole
18 ft.	20 ft.	2 ft.

General Details

Parking Capacity	51-100
Bleacher Capacity	101-300
Ownership	League
Maintenance Responsibility	League

Emergency Equipment

Safety Features	Pitcher's eye, Dugout fencing, Bullpen, Disengageable bases
Emergency Equipment Available	AED (Automated External Defibrillator), First aid kit, Fire extinguisher, Lightning detection/warning system

Field and Playing Area

Field is Fenced	Permanent
Fence Material	Chain-link
Basepath Material	Soil
Baseline Marking Material	Lime
Infield Surface	Grass
Playing Features	Permanent pitching mound, Foul poles, Backstop

Lighting

Lights Installed	Yes
Pole Type	Wood
Underground Wiring	<input checked="" type="checkbox"/>
Light Poles Grounded	<input checked="" type="checkbox"/>
Date Electrical System Last Inspected	
Date Light Levels Last Tested	
Light Levels Meet Little League Standards	Yes

Field Usage

Field Used for Tournament Play	Yes
Scheduling Limitations	Limited time allowed for practices

Bleachers

Material	wood, metal bleachers, ordering more for this year
Annual Inspection	<input checked="" type="checkbox"/>
Safety Railing	<input checked="" type="checkbox"/>
Handrails	<input checked="" type="checkbox"/>
Overhead	<input checked="" type="checkbox"/>

