



Snohomish Little League ASAP Plan - 2025 Season

PO Box 1473, Snohomish WA 98291-1473

playball@snohomishll.com

Qualified Safety Plan Requirements:

1. League Safety Officer: Rob Stark (425) 232-9986, on file with Little League Headquarters.

2. Snohomish Little League will distribute a paper copy of this Safety Manual to all Managers, Coaches, League Volunteers and the District Administrator. A copy of this plan will be kept in both East and West concession stands as well as emailed to all managers, coaches, umpires and board members.

3. Emergency Phone Numbers:

- Medical Emergency: 911
- Local Police Emergency: (360)568-0888
- Local Fire Emergency: (360) 568-2141

OUR ADDRESS:

EAST: 9621 115th Ave SE

Snohomish WA, 98290

WEST: 9810 115th Ave SE Snohomish WA 98290

- Injury Reporting: Rob Stark: (425) 232-9986
- President: Randy Dickey (425) 223-9704
- Executive VP: Noelle Matthews (425) 293-1716
- Baseball VP: Joe Hardy (507) 204-4797
- Softball VP: Shanel Kilne (425) 210-6255
- Operations VP: Leslie Matthews (425) 737-8240

✓ This list will be posted in the concession stands and in all clubhouses/dugouts.

4. Volunteer Application:

- The Snohomish Little League will use the Official Little League **Volunteer Application** form to screen all of its volunteers. These applications will be emailed to the league, and monitored and approved by the President.

5. Fundamentals Training:

- At least one Manager/Coach from each team must attend the training.
- Every Manager/Coach will attend this training at least once every 3 years.
- Training details will be emailed by the President.

6. First Aid Training:

- Snohomish Little League will require every Manager/Coach to obtain the following Training:
 - First Aid
 - Concussion
 - Sudden Cardiac Arrest Training
- Every manager/coach will provide certificates to the League President and keep a copy in their safety manual.
- Snohomish Little League will provide links to all mandatory training.

7. Required Field Inspections:

- Coaches will be required to walk/inspect the fields prior to practices and games. The HOME coach will be responsible for inspecting the field prior to each game.
- Umpires will also be required to walk the fields for hazards each game.
- Immediately contact the league to report a field safety issue:

Director of Fields - Kory Tyson (425) 501-7772
VP of Operations - Leslie Matthews (425) 737-8240
Safety Officer - Rob Stark (425) 232-9986

8. Annual Facility Survey:

- Snohomish Little League has completed its **2024 Facility Survey on-line.**

9. Concession Stand Safety:

- Concession stand operation standards will meet or exceed the local board of health regulations.
- Concession safety procedures will be posted at all times.
- Menus shall be posted and approved by the Safety Office and League President
- Concession Stand Safety Procedures will be posted in the concession stands.

10. Equipment Inspections:

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

11. Incident Reporting:

- Snohomish Little League will use the provided incident tracking form from the Little League website.
- Incidents will be reported to the Safety Officer within 24-48 hours of the incident.
- The incident Report form is available online & in the safety manual.

12. First Aid Kits:

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

13. Little League Rules & Regulations:

South Snohomish Little League will require all teams to enforce **ALL Little League Rules**. This will include:

- Proper Equipment for catchers.
- No On-deck batters
- Coaches will not warm up pitchers
- Bases will disengage on all fields

14. League Registration Data:

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

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

15. Survey Questions for 2024:

- Complete 2024 Survey Questions in the Little League Data Center at www.LittleLeague.org.

16. COVID-19 Pandemic Response:

- The Snohomish Little League COVID-19 Response Manual will be maintained as a separate document and reviewed annually or as State and Local government regulations change. The COVID Response Manual will be made available on the league website.

Facility and Field Inspection Checklist Facility

Name _____

Inspector _____ Date _____ Time _____

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

NOTES/ HAZARDS

Signature _____

Concession Stand Guidelines

- 1. Menu.** Keep your menu simple, and keep potentially hazardous foods (meats, eggs, dairy products, protein salads, cut fruits and vegetables, etc.) to a minimum. Avoid using precooked foods or leftovers. Use only foods from approved sources, avoiding foods that have been prepared at home. Complete control over your food, from source to service, is the key to safe, sanitary food service.
- 2. Cooking.** Use a food thermometer to check on cooking and holding temperatures of potentially hazardous foods. All potentially hazardous foods should be kept at 41° F or below (if cold) or 140° F or above (if hot). Ground beef and ground pork products should be cooked to an internal temperature of 155° F, poultry parts should be cooked to 165° F. Most foodborne illnesses from temporary events can be traced back to lapses in temperature control.
- 3. Reheating.** Rapidly reheat potentially hazardous foods to 165° F. Do not attempt to heat foods in crock pots, steam tables, over sterno units or other holding devices. Slow-cooking mechanisms may activate bacteria and never reach killing temperatures.
- 4. Cooling and Cold Storage.** Foods that require refrigeration must be cooled to 41° F as quickly as possible and held at that temperature until ready to serve. To cool foods down quickly, use an ice water bath (60% ice to 40% water), stirring the product frequently, or place the food in shallow pans no more than 4 inches in depth and refrigerate. Pans should not be stored one atop the other and lids should be off or ajar until the food is completely cooled. Check temperature periodically to see if the food is cooling properly. Allowing hazardous foods to remain unrefrigerated for too long has been the number ONE cause of foodborne illness.
- 5. Hand Washing.** Frequent and thorough hand washing remains the first line of defense in preventing foodborne disease. The use of disposable gloves can provide an additional barrier to contamination, but they are no substitute for hand washing!
- 6. Health and Hygiene.** Only healthy workers should prepare and serve food. Anyone who shows symptoms of disease (cramps, nausea, fever, vomiting, diarrhea, jaundice, etc.) or who has open sores or infected cuts on the hands should not be allowed in the food concession area. Workers should wear clean outer garments and should not smoke in the concession area. The use of hair restraints is recommended to prevent hair ending up in food products.
- 7. Food Handling.** Avoid hand contact with raw, ready to-eat foods and food contact surfaces. Use an acceptable dispensing utensil to serve food. Touching food with bare hands can transfer germs to food.
- 8. Dishwashing.** Use disposable utensils for food service. Keep your hands away from food contact

surfaces, and never reuse disposable dishware. Wash in a four-step process: 1. Washing in hot soapy water; 2. Rinsing in clean water; 3. Chemical or heat sanitizing; and 4. Air drying.

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

10. Wiping Cloths. Rinse and store your wiping cloths in a bucket of sanitizer (example: 1 gallon of water and 1/2 teaspoon of chlorine bleach). Change the solution every two hours. Well sanitized work surfaces prevent cross-contamination and discourage flies.

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

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

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