

Little League Western Region COVID-19 Preparedness Guidelines for League's Policy & Procedures

Helpful General Guidelines for Little League's Season Resumption:

A COVID-19 Preparedness & Safety Guidelines for Little Leagues:

- Health and safety for all league members is in the forefront. This is a general guideline to help Little Leagues with possible baseline protocols. The local State or County may have specific requirements, protocols, restrictions with operating rules and other requirements regarding COVID-19. Each league should check the local requirements.
- This handout will help Little Leagues prepare for successful season and help to draft specific operational plans. This checklist is not intended to fully inform you of every provision regarding COVID-19 prevention and mitigation. It is your responsibility to take all necessary factors into account.

General Information:

- Primary contact name(s) & contact information, including how they can be reached during and after games should be kept on record. Establish and share the league's notification protocol.
- Consider signage that leagues will post at gathering venue entrances outlining established protocols.
Suggested signage:
 1. Entrance and exit for each venue, informing; capacity limits, temperature, hygiene, social distancing, face coverings ext.
 2. League's policy on COVID notification protocol
 3. Concession stand guideline
 4. Proper way to wear face masks and other PPE
- Consider utilizing signage with easy to interpret graphics in commonly used languages reminding everyone to maintain 6 feet of distance, wear masks, wash hands, etc.
- Post the league's policy for reporting COVID-19 cases.

Capacity

- Refer to the local government and CDC for capacity at each venue.
- Individual leagues set policy on how to stay in compliance within the guidelines of spectators and attendees. How will this be enforced? Leagues should have a policy established and in place.
- Individual leagues shall set policies on the following:

<input type="checkbox"/> Playing areas and benches	<input type="checkbox"/> Traffic flow through event	<input type="checkbox"/> Food service locations
<input type="checkbox"/> Toilet facilities	<input type="checkbox"/> Screening station(s)	<input type="checkbox"/> Areas for coaches, umpires
<input type="checkbox"/> Handwashing/sanitizing stations	<input type="checkbox"/> Isolation area	<input type="checkbox"/> Spectator areas

Arrival and Exiting:

- Individual leagues should set a policy on how games and practices will be timed. It is suggested to allow at least a 30-minute break between the finish and start of subsequent sessions, to allow for departure and arrival without congestion.
- Individual leagues set policy for players and coaches to minimize their arrival time prior to a game or practice session.
- Individual leagues set policy on procedures to require teams and spectators to depart the field or facility immediately upon completion of the game or practice.

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- Individual leagues set policy and procedures for players prior to game/practice such as, to wait in their cars with guardians until just before the beginning of a practice, warm-up, or game, instead of forming a group.

Personal Hygiene:

- Individual leagues set policy ensure that staff and players practice healthy hygiene including washing their hands frequently and covering their sneezes and coughs.
- Where will hand sanitizer be placed, how often will it be checked for restocking and who will be responsible for restocking? Who is the league contact person to obtain additional supplies?
- Individual leagues set policy on how you will ensure that the league ensure, coaches, managers and volunteers have supplies for participants available, including hand sanitizer that contains at least 60% alcohol, tissues, trash baskets, disposable facemasks, gloves, and disinfecting products.

Use of Face Coverings and Personal Protective Equipment (PPE):

- Individual leagues set policy on how will you ensure that face coverings are worn properly by coaches, managers, sports staff, officials, parents/guardians, and allowed attendees and spectators? Players and athletes must also wear face coverings indoors and outdoors, except when: actively eating or drinking; or when actively exercising or participating in practices or competitions.
- Who will enforce that face coverings are worn properly for each game, practice, or league gathering?
- What signage will you have in place informing attendees, vendors ext., of the face covering requirements?
- Where do individuals obtain PPE? Bring there own or is it provided by the league? If someone forgets to bring PPE will the league have back up ones?
- If someone breaks PPE protocol what is the leagues infraction policy? This should be clearly written and enforced.

Social Distancing:

- Individual leagues set policy on how you will ensure staff, attendees, and participants will remain at least 6 ft apart within the venue?
- Policies for the following areas: Traffic arrows, scheduled entry, restroom access/usage, PA reminders, Barriers for concession stand/vendors, ext.
- Individual leagues set policy on how you will ensure that during times when players are not actively participating in practice or competition, that social distancing will be achieved by increasing space between players on the sideline, dugout, or bench? Use tape to mark benches?
- Individual leagues set policy on how you will ensure that players are at least 6 feet apart on the field, when possible, while participating in the sport (such as during warmup, skill building activities and simulation drills)?
- Individual leagues set policy on how to create physical distance between players when explaining drills or the rules of the game?
- Individual leagues set policy on how to prohibit unnecessary physical contact, such as high fives, handshakes, fist bumps, or hugs?

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- Where will the designated areas for managers and coaches, when not practicing/playing, to ensure physical distancing is maintained?
- Individual league's set policy on umpires and how they are positioned on the field of play.
- Identify plans to limit the number of spectators admitted into the premises so that all staff, volunteers, contractors, and spectators can keep six (6) feet of physical distance.
- Individual leagues set policy on players not to travel with other members of the team and only members of their immediate households?
- Individual leagues set policy on how to ensure players and spectators for game/practice/events do not share space, including but not limited to restrooms, bleacher, concession stands, ext.
- Individual leagues set policy on who will be responsible for monitoring and enforcing social distancing requirements for players, managers, coaches, and spectators. Leagues should have written policy how to deal with any infractions.

Sanitation Schedule Cleaning and Disinfection:

- Identify areas that need to be cleaned frequently, including shared equipment, restrooms, concession stands, high-touch items such as door handles, etc.
- Identify how you will separate equipment that needs to be cleaned and disinfected before reusing.
- Develop a schedule for cleaning and disinfecting the areas identified, including, at minimum, before and after each practice and game. How will this be recorded? Who is responsible to keep it on file?
- Identify who will be responsible for sanitizing each area identified.
- What sanitizers and/or disinfectants are you using? Keep records of the items. See the EPA recommended sanitizers/disinfectants.
- What is the required contact time for the chosen product and how will you ensure this is met?
- How will you ensure that jerseys, uniforms, and other practice/game attire are washed after every use?
- How will you ensure that participants pick up their own trash at the conclusion of all games, practices, and activities. Extra trash bins should be provided, and more frequent disposal should occur. Where applicable, departing teams or league representative must sanitize the team/player area.

Shared Equipment and Commonly Touched Surfaces:

- Highly suggested the there is no shared helmets. Players should put helmets back into there own bat bags when they are not in use.
- Leagues should set a policy on how shared equipment will be cleaned and by who. Example: Shared bats should be cleaned with disinfected between use.
- Highly suggested that leagues educate players not to touch fellow players equipment or personal items.
- Require players or their family members to clean and disinfect equipment after each use.
- Each player should bring their own water/beverage to games and practice.
- Policy on team snacks following the games/practice.
- Set a policy that peanuts/sunflower seeds shall not b spit onto the ground. Individuals can use a cup or bag to discard seeds. Or the league can set a policy banning these items. Gum should be included in this policy.
- Little League has a strict no tobacco policy. League's may need to address cigarette butts, e cigarettes and chewing tobacco as a reminder.

Health Screenings, Isolation and Testing:

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- Check with your local officials for required screening for COVID-19. If it is required the league should set a policy how to ensure and validate that adult coaches, managers, umpires, and team staff have taken a COVID-19 test prior to the start of the season or resumption of athletic activity? Who will collect test results? How will the league maintain them?
- League's should set policy on who (if any) will perform contactless temperature screenings for all players, coaches, umpires, league officials, staff and managers before each practice, game, or other team event?
- Will your league require all participants to be screened prior to events? League shall set up a COVID-19 questionnaire for each person. What are the requirements? Who will ask the questions and check in players/spectators/volunteers ext.? League policy on where these screening surveys will be sent to and how they will be filed.
- League policy if someone on-site does not pass your screening requirements? What if someone becomes ill with COVID like symptoms on site?
- League policy on how to trace and inform others if someone becomes ill with COVID-19.

Board Members and Volunteer Training & Enforcement:

- Who and how will you train staff on cleaning, sanitizing, and disinfecting?
- If you will be using chemicals that are corrosive or flammable, what is your Hazard Communication program?
- Who and how will you train staff on face covering and PPE use?
- League policy on how to deal with an infraction if someone does not comply with face coverings, PPE or social distancing requirements. This should include vendors.

Health Authority Approval:

- League's should check with the local government to see if any health authority approval is required.

Additional Suggestions:

- Provide contact phone numbers and or email address for volunteers.
- Post policies on league website and social media.