



Lufkin Parks and Recreation

TABLE OF CONTENTS

Welcome Letter -----	Page 4
Emergency Phone Numbers -----	Page 5
LYS Board of Directors(TBD) -----	Page 6
Emergency Safety Procedures -----	Page 7
Medical Emergency -----	Page 7
First Aid Supplies -----	Page 7
Concessions Stand Safety -----	Page 8
Baseball Fundamentals: Manager & Coach Training/Player Training -----	Page 9
First Aid Training -----	Page 9
Field & Equipment Inspections -----	Page 10
USA Baseball Bat Standard Implemented -----	Page 10
Lightning Policy -----	Page 11 - 13
Volunteer Background Check -----	Page 13

Lufkin Parks and Recreation, invites you to be apart of Lufkin Youth Soccer Fall 2022!

With a focus on fundamentals, skill development and fun, LYS is focused on raising interest and the level of play for all individuals through an affordable unique experience that puts kids and our community first.

Our goal is to provide the most fulfilling and cost-effective soccer experience around. Lufkin Youth Soccer is a combination of Parks and Recreation and volunteer coaches. None of the volunteer board members, coaches, etc. receive payment for their volunteer efforts. With that said, we are always looking for additional volunteers to coach, work as board members, or just help with the various tasks that are necessary to manage a youth sports organization.

Emergency Contact Information

- Local Police Non-Emergency: 936-633-0356
- Local Fire Department: 936-633-0356
- Emergency: 911
- Athletic Superintendent- Felipe Sanchez – Office-936 633-0253 Cell-936-414-5425
- Director of Parks and Recreation- Office 936-633-0263- Cell 936-208-0770

EMERGENCY SAFETY PROCEDURES

In Case of Medical Emergency:

1. Provide First Aid and call the Lufkin Fire Department at the numbers listed above. If it's an emergency, call 911.
2. Notify parents immediately if they are not present. Managers, Coaches & Team Administrators are required to carry completed, executed sets of Parks and Recreation Medical Release Forms at all practices and games for each player to ensure medical treatment can be provided when a parent or legal guardian is not present.
3. Make certain that a coach or Team Administrator not caring for the injured player separates all other teammates from the scene reassuring them of the care being taken for their friend.
4. Notify the League Administrator within 24 hours (preferably sooner) of the incident. If you do not have access to email then you can notify by telephone.
5. You will be asked to completely fill out an internal Incident/Injury tracking report within 48 hours, to be forwarded to the Lufkin Parks and Recreation Director. Please take filling out this form seriously; it is the only record the League will have of the event, and you will need to stand behind it.
6. Little League Accident Notification Forms will be available at the Parks and Recreation Site Tents, in consultation with League officials, and player's guardians.

First Aid Supplies

First Aid Kits are available @ all Lufkin Parks

Concession Stand Safety Procedures

Required Minimum Standards of Operation

- ☐ Check all products for spoilage and odor
- ☐ Check all packaging for integrity
- ☐ Store all items immediately after delivery
- ☐ Note delivery date for each item
- ☐ Ensure refrigerators have regulated thermometer
- ☐ Ensure canned containers are clean
- ☐ Maintain clean/sanitized freezer compartment
- ☐ Confirm freezer temp. at least 20° F
- ☐ Maintain clean sanitized refrigerator compartment
- ☐ Confirm refrigerator temp. max. 40° F
- ☐ Maintain refrigerator shelving in good repair
- ☐ Check all food items correctly stored
- ☐ Confirm grill clean & in good working order
- ☐ Maintain clean/safe food prep areas
- ☐ Maintain clean floors – spills cleaned immediately
- ☐ Dump trash in Park receptacles nightly
- ☐ Keep current/approved fire extinguisher in view
- ☐ Brief all volunteers on these procedures
- ☐ Kids under 15 barred from grill/food prep areas
- ☐ Maintain proper food safety practices

Fundamentals Manager/Coach Training

□ Every coach will be required to attend a coaches meeting course facilitated by the League Administrator. Dates for these are TBD. Topics covered in this training will be:

- Basic Fundamentals of Coaching
- Division Rules
- Practice and Game Planning
- Safety

Field and Equipment Inspections

League Administrators in concert with the City of Lufkin Parks & Recreation Department completes annual inspections of all of its fields prior to the commencement of the season. Maintenance and care of the fields is provided throughout the season as a part of the contractual agreement between the City of Lufkin and the League. It is the responsibility of all coaches and officials to immediately report any hazardous conditions to both the Park & Recreation personnel (if present at the field). Minimum requirements of the coaches and umpires include walking the fields prior to all games and practices taking note of any new hazards created by irrigation, weather, general use or vandalism. This shall include inspections of the goals and field.

Our Equipment Director & Safety Officer perform a preseason assessment of all league gear and routinely spot check equipment throughout the season to ensure it is in good repair. Managers, coaches, and officials are required to check league as well as personal player gear prior to each game.

Lufkin Youth Soccer Lightning and Hazardous Weather Policy

Lightning Safety Guidelines local leagues shall have a lightning safety plan and designate someone to monitor the weather for lightning that is not a coach, umpire, or referee. The monitor should know the plan's guidelines and be empowered to assure that those guidelines are followed.

Lightning or hazardous weather is deemed imminent if any of the following exists:

1. Thunder is heard.
2. A lightning strike within 10 miles is observed. Observation can include:
 - a. Witnessing the strike visibly hit an area that is known to be within 10 miles.
 - b. Utilizing an application such as Weather Bug or other that detects a strike within 10 miles.
3. Devices installed by the city sounds a warning sign that conditions are right for lightning or that lightning has been detected. (One alert and/or a blinking light).
4. A tornado warning or watch is issued for an area that includes the field.
5. A thunderstorm warning is issued for an area that includes the field.
6. The sky looks threatening. According to Appendix A - Lightning Safety Guidelines of the Little League rule book, "In addition to any of the above criteria, activities should be halted if the sky looks threatening. Thunderstorms can develop directly overhead and some storms may develop lightning just as they move into an area."

Recommended Resources by City of Lufkin Parks and Recreation Department

- Information from sources containing local radar/satellite information such as Weatherbug, Accuweather, Intellicast, and Weather Channel
- KTRE weather reports
- Observation by all persons involved in the activity
- NOAA

What to do if Lightning or hazardous weather is deemed imminent

If lightning or hazardous weather becomes imminent all participants and other attendees present shall seek a lightning-safe structure.

According to the National Weather Service, a lightning-safe structure is either a substantial building (one with plumbing and wiring such as a home, school, church, office building, indoor concourse or recreation center) or an enclosed metal vehicle. At this time, no structures at Kit McConnico Park have been determined to be lightning-

safe. Therefore, participants and attendees shall evacuate the field and find shelter in an enclosed metal vehicle.

The League Administrator on duty at Kit McConnico Park or another designated board member will act as the lightning and hazardous weather monitors and will monitor weather related threats for the day and make every attempt to cancel any scheduled event before anyone shows up at the fields if lightning or hazardous weather is imminent. The goal here is not to overreact but to know that the majority of our members would rather know early and not be forced to come to the park and then the event be cancelled. If lightning or hazardous weather becomes imminent within 30 or fewer minutes of start time, the event will be cancelled and may be rescheduled. No event will start under a delay due to lightning or hazardous weather being imminent.

Therefore, any event, for one example, scheduled to begin at 5:50 p.m. will be cancelled if lightning or hazardous weather becomes imminent anytime at or after 5:20 p.m. up until the end of the game. This will not necessarily cancel the second event of the evening. However, any event scheduled to start at 7:30 p.m. will be cancelled if lightning or hazardous weather becomes imminent anytime at or after 7:00 p.m. up until the end of the game.

During the Event:

During the event, the board member on duty will act as the lightning and hazardous weather monitor. If lightning or hazardous weather during an event is a possibility but not imminent, the board member on duty at each park will inform umpires and coaches of the possibility and what actions will be taken if it becomes imminent. It is important that time is taken here to reduce the amount of time that will be necessary in the event that lightning or hazardous weather becomes imminent.

If lightning or hazardous weather becomes imminent during a game or other scheduled event, the event shall be cancelled and all participants and other attendees shall seek a lightning-safe structure. The board member on duty shall inform the umpires and/or coaches on each field, the coaches on the tee ball fields, and the concession stand staff of the decision and communicate with them that they are required to seek a lightning-safe structure and that the game is cancelled.

Once the decision is made to cancel an event, the board member on duty does not have time to debate this decision with any umpire or coach due to the number of fields to which the board member must pass along this information.

Rescheduling of events that are cancelled will be handled with a different operating policy.

What should be done if someone is struck by lightning

Always call 911!

“Most lightning strike victims can survive a lightning strike; however, medical attention may be needed immediately - have someone call for medical help. Victims do not carry an electrical charge and should be attended to at once. In many cases, the victim's heart and/or breathing may have stopped and CPR may be needed to revive them. The victim should continue to be monitored until medical help arrives; heart and/or respiratory problems could persist, or the victim could go into shock. If possible, move the victim to a safer place away from the threat of another lightning strike.

Volunteer Background Check Compliance

The League Administrator will conduct background checks on all volunteers that participate in Lufkin Youth Soccer League will use JDP to conduct the Background Checks. Background checks will be good for a year. Parks and Recreation will regularly review the volunteer members for compliance with the background check provisions of Lufkin Youth Soccer will use official LYS volunteer application to screen all volunteers.

We utilize Teamsideline for our enrollments to happen. Teamsideline houses the enrollment application along with the volunteer application. We will run a report to submit the information through JDP.