



Informational Handbook

Southwest Forsyth Little League

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Introduction

The purpose of this document is to provide information to the members of Southwest Forsyth Little League (SWFLL) concerning the organization, daily operations, and governing policies of the league. During the course of each season, questions frequently arise concerning league policies. This information is being provided in an attempt to answer as many questions as possible before the season starts. More specific information pertaining to specific parent code of conduct can be found on the SWFLL website. A hardcopy will be made available upon request to the league Secretary.

Board of Directors

The Board of Directors is comprised of members serving one year terms. Elections are held annually at the general membership meeting held shortly after the completion of the fall ball season. The executive board is comprised of the President, VP Administration, VP League Operations, VP Baseball, VP Softball, Treasurer, and Player Agent. A complete list of Board positions and descriptions of their responsibilities is available on the SWFLL website. If you have questions not directly addressed in this document, please contact the individual board member responsible for the area in which you have a question. For specific name and contact information please refer to the SWFLL website.

League Constitution

Southwest Forsyth Little League is a chartered member of Little League® Baseball Incorporated and is governed by a constitution adopted at each annual meeting. The league constitution contains information concerning the annual meeting, the board of directors, league committees, and financial responsibilities. A copy of the SWFLL Constitution is available on the SWFLL website. A hardcopy will be made available upon request to the league Secretary.

Field Decorum

League officials, managers, coaches, umpires, parents and players are expected to conduct themselves in a respectful manner. The success of a Little League® program is not determined by wins and losses but by our conduct. Every person involved in SWFLL is expected to conduct themselves in an appropriate manner. Everything we say and do, good or bad, has an influence on the players. As such, an abusive attitude will not be tolerated under any circumstance. Anyone who witnesses someone displaying inappropriate behavior should immediately contact the field coordinator on duty. For more information regarding the field decorum please refer to the Parents Code of Conduct available on the SWFLL website.

Corrective Action Plan

A procedure has been implemented for handling situations at SWFLL that may represent rule infractions and/or flaws in league policies and procedures. The field coordinator should be contacted if such a situation arises. The field coordinator is required to document the situation so that the appropriate league officials can determine what actually occurred and if corrective action is required. Anyone subjected to disciplinary action as a result of corrective action will be notified in writing. If a parent has any concerns related to managers, coaches, players or other parents in any division of play, they should contact the director of their division to express concerns.

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The executive board has the responsibility to immediately appoint a board representative to investigate any event that would result in a disciplinary action. The representative should fully investigate the incident by:

1. Immediately interviewing the field coordinator on duty when the incident occurred.
2. Within 48 hours, interview all parties involved in the incident. If a child under the age of 18 is involved, the parents must be present during the questioning.
3. Interview each party separately and document all information given during the questioning.
4. Determine facts to the best of their ability, and make recommendations to the executive board.
5. The executive board will then determine the corrective action that should be taken.
6. The corrective action will then be communicated to the involved parties and members of the board.

The executive board will utilize the following guidelines when determining disciplinary actions. However, good common sense should be utilized when determining mitigating factors regarding all incidences that occur at the field:

1. Any player ejected from a game for unsportsmanlike conduct will have a one game suspension.
2. Use of foul language or bullying on or off the field will result in a one game suspension.
3. Destruction of SWFLL property will result in a one game suspension and a determined # of community service hours at the complex and possible restitution.
4. Fighting will result in a one game suspension and determined # of community service hours at the complex. If each participant is equally responsible they will suffer the same suspension. If it can be determined that one participant is more responsible, or started the fight, additional game suspensions may be in order.
5. Use of any weapons on SWFLL property (guns, knives, bats or anything else than can be construed as a weapon) will result in suspension for the season.

Once a player has suffered a suspension for any of the above infractions, a second infraction will result in a suspension for the remainder of the season.

Field Coordinator

For each day during the season, a member of the board of directors is designated as field coordinator. The field coordinator is responsible for supervising field activities and has instructions for handling situations that may arise at the complex. The field coordinator schedule is maintained on the SWFLL website. The name of the field coordinator on duty is posted at the concession area.

Ads/Signs/Sponsors

Sponsorship donations are vital to the Little League® program. Anyone interested in sponsoring a team or having an advertisement sign placed on one of the fields should contact the Ads/Signs/Sponsors or Assistant Ads/Signs/Sponsors director.

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Registration

During January and July of each year registration is held for the spring season and fall seasons respectively. Returning players may register by mail or online. All new players must register in person to verify residence and date of birth information. The following items may be used to verify residence: utility bill, drivers license, tax bill, school report card; a birth certificate is required for date of birth information. A variety of information concerning SWFLL is also available at the open registration. This information includes a calendar of events, coaching applications, and sponsorship information.

Fall Ball

The fall program at SWFLL is designed as an instructional program to prepare the participants for the following spring season. Some special rules are adopted in the fall season to make the games less competitive and more instructional. The fall program is ideal for new participants or for players that will be moving to a higher division the following spring. The fall season is also an excellent opportunity for any player to get additional practice time.

Divisions

SWFLL is a skills based league. Participation in a given division is based more on skill level than age of player. For more specific information please contact the Division Director representing the area on which you have questions. The divisions are (ages are included to provide a practical estimate as to which division a player would normally participate):

BASEBALL

- T-Ball: Predominantly 5-6 year olds. All 5-6 year olds with no T-Ball experience at SWFLL must participate in this division.
- Single A (A) Minors: Coach Pitch (Instructional) – Focus is for children 6 years of age who have played at least 1 year of organized T-Ball at SWFLL or another organized youth program and 7-8 years of age who have not played organized baseball or requires another year of developing his/her skills in this division.
- Double A (AA) Minors: Player Pitch and Coach Pitch – Focus is for children of 7-8 years of age who have played at least 1 year of Single A Minor baseball at SWFLL or a comparable division in another organized youth program and children age 9 who have never played organized baseball.
- Triple A (AAA) Minors: Player Pitch – Focus is for children of 8-10 years of age who have played at least one year in Double A Minor baseball at SWFLL or a comparable division in another organized youth program and for children 11-12 years of age who have never played organized baseball or are for any reason not drafter to a Major division team.
- Majors: Player Pitch – Focus is for children of 10-12 years of age who have played at least 1 year of Triple A Minor baseball at SWFLL or a comparable division in another organized youth program. This division should consist only of players that hold a higher knowledge and ability rating.
- Juniors: Predominantly 13-14 year olds.
- Seniors: Predominantly 15-16 year olds.

SOFTBALL

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- Coach Pitch: (Instructional) – Focus is for girls 6-8 years of age and girls age 9 who have never played organized softball. Intended for developing softball skills in a less-competitive environment.
- Minors: Player Pitch and Coach Pitch – Focus is for children of 9-10 years of age who have played at least 1 year of Coach Pitch softball at SWFLL or a comparable division in another organized youth program and children age 11 who have never played organized softball.
- Majors: Player Pitch – Focus is for children of 11-12 years of age who have played at least 1 year of Minor softball at SWFLL or a comparable division in another organized youth program. This division should consist only of players that hold a higher knowledge and ability rating.
- Juniors: Predominantly 13-14 year olds.
- Seniors: Predominantly 15-16 year olds.

Tryouts

All players with the exception of the following: Baseball T-Ball, Baseball returning Majors and Baseball returning Seniors; are required to tryout. Evaluators at each station are used to provide fair evaluations of all players that are trying out. These evaluations will be used to place the player in the most appropriate division for his/her skill level. Please contact the appropriate division director or VP Baseball or VP Softball if you are not sure whether or not you need to attend tryouts.

Drafts

Managers draft players for their teams after tryouts to complete their rosters. The purpose of the draft is to ensure that every team includes players of all skill levels. Players are selected during the draft based on their tryout rating. Managers will contact players after the draft to inform them of their selection and the practice schedule.

Please note there is a set amount of time allowed following the draft for trades as described in the Little League® rulebook (subject to approval of the player agent and league president).

All-stars

SWFLL participates in tournament play (all-stars) in North Carolina District II. Players age 9 and up who participate in the AAA Minors, Baseball Majors, Baseball Juniors, Baseball Seniors, Softball Minors, Softball Majors, Softball Juniors, or Softball Seniors divisions and meet the following requirements are eligible to participate in all-stars:

- Reside within or grandfathered in the boundaries of SWFLL district. Boundaries are listed on the SWFLL website. A hardcopy will be made available upon request to the league Secretary.
- Participated in a minimum of ½ of the regular season games.
- Meet the age requirements (verified by a certified birth certificate).
- Nominated by their manager according to the guidelines for their division of play.

All nominated players are notified in writing, nomination does not guarantee selection to an all-star team. Prior to accepting a nomination, players and parents are required to sign a commitment statement and vacation schedule. Parents will also be required to provide a certified

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birth certificate (no duplicates) and 3 different proof of residency documents (utility bill, drivers license, tax bill, school report card) before a player will be placed on the all-star roster. It is strongly recommended that a certified birth certificate be obtained at the time of nomination if you are considering participation in all-stars. If a certified birth certificate is not provided to the district administrator, the player cannot participate.

The all-star teams are selected from the list of board approved nominated players according to specific guidelines for each division. The all-star rosters for each division will be posted on the SWFLL website on June 15.

Managers/Coaches

Quality managers and coaches are the backbone of any little league organization. They are responsible for overseeing the operations of their team. SWFLL has developed specific requirements for these positions, which can be obtained by contacting either the VP of League Operations, VP Softball or VP Baseball. Managers and coaches are required to provide a completed application and SWFLL will have a criminal background check completed prior to final approval. Parents are requested to complete a written evaluation of managers and coaches at the end of each season to assist in the selection process.

Team Parent

Each team is required to have a team parent. The team parent is responsible for assisting the manager in communications and administrative duties such as scheduling concessions workers, reporting scores, coordinating team picture and Fun Day activities, and organizing end-of-season activities. A team parent meeting is held at the beginning of each season to provide detailed information concerning league activities. Anyone interested in serving as a team parent should check the appropriate box on the registration form, notify the team manager, or contact the Head Team Parent.

Pictures

Team pictures are taken at the beginning of the spring season. Team scheduling information as well as rain location is provided to the team parent prior to the start of the season. Please be ready at least 15 minutes prior to the appointed time.

Concessions

Each team is responsible for providing help in the concession stands during the year. Team scheduling information is provided to the team parent prior to the start of the season. Failure of a team in fulfilling their concession stand duty will result in a the suspension of that teams manager for the next scheduled game (including playoffs).

A concessions committee member will be on duty and in charge while the concession stand is operating. An additional board member will also be assigned concession stand duty. For additional concession stand duty information please refer to the concession stand policy information available at the SWFLL website.

In Case of Rain

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In the event of inclement weather, league officials will strive to make a decision on postponing games as early as possible. The number to contact is 766-0970. The message on the answering machine at the field will indicate if games have been cancelled early. It is very important for players to come to the field if the games have not been postponed early. A team may be forced to forfeit if they do not have enough players. In the event a game is stopped due to inclement weather, teams must stay at the field and be ready to continue play for 30 minutes. If play cannot be restarted after 30 minutes, the game will be suspended and completed at a later date.

Once a game has started rain delays will be called by the Umpire or the Field Coordinator.

The VP(s) of Baseball and Softball are responsible for rescheduling games. In some instances, games may be rescheduled for reasons other than inclement weather. This decision is left to the discretion of the VP(s) of Baseball and Softball and their decisions are final.

Equipment and Uniforms

Each team is issued catcher's equipment, batting helmets, and balls. Managers are provided with a copy of the official Little League® rulebook. Players may use their own bats provided they meet the proper specifications (refer to the official Little League® rulebook).

All players are required to wear proper uniforms during games. The team manager or team parent will provide specific information concerning uniforms. **Any player wearing a white or gray sleeved shirt under the uniform will not be allowed to pitch.**

Pitchers must remove batting gloves and arm/wrist bands before going to the mound to pitch.

The T-ball division will use a ball specifically designed for that division. Minors Single A division will use a RIF10 (restricted injury factor) baseball during games. All other divisions will use league approved regulation baseballs or softballs. The Coach Pitch Softball division will use a ball specifically designed for that division which is recommended by Little League International.

Safety

It is the goal of SWFLL to provide a safe environment for its participants to play baseball and softball. Any concerns or questions regarding safety should be expressed to the Safety Officer. Please follow all safety rules to help meet this goal:

- Safety procedures are the responsibility of every participant of the local league.
- A first-aid kit is located in the blue box on the outside of the concessions stand.
- No games or practice should be held when weather or field conditions are not good, particularly when lighting is inadequate.
- Play area should be inspected frequently for holes, damage, glass and other foreign objects.
- Only players, managers, coaches and umpires are permitted on the playing field during play and practice sessions.

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- Everyone should be alert for foul balls, especially in the Field #3 and Field #4 area. Foul balls batted out of the playing area should be returned to a manager or coach. Do not throw the ball back onto the playing field.
- Equipment should be inspected regularly. Make sure it fits properly.
- Batters must wear approved protective helmets during practice, and during games.
- Catchers must wear catcher's helmet, mask, throat protector, long model chest protector, and shin-guards. Male catchers must wear a protective supporter
- Except when a runner is returning to a base, headfirst slides are not permitted (this rule does not apply to Junior and Senior divisions).
- At no time should "horse play" be permitted on the playing field.
- Parents of players who wear glasses are encouraged to provide "Safety Glasses."
- Players must not wear watches, rings, pins, jewelry, or other metallic items.
- All batters and base runners are required to wear helmets (any time a player is holding a bat; he is considered in the act of batting and must be wearing a helmet).
- Children are not allowed to play in the maintenance areas and parking areas. This includes dirt piles, sheds, and around the power equipment.
- Players are not allowed to throw equipment including bats, helmets, and gloves (penalty: ejection from game and one-game suspension).
- No one is allowed on top of the dugouts.
- Parents should watch their children closely at the fields near the parking lot to ensure that they do not wander into the parking area or play in unsupervised areas.

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SWFLL Rules

SWFLL provides an official Little League® rulebook to each manager prior to the season. Contact the manager of your team or the division director if you have questions concerning a rule. Baseball and Softball in all divisions at SWFLL is played according to the rulebook except where noted below.

All Divisions

- No team can begin a game with less than nine (9) players (except T-ball). If a team loses a player due to injury/illness they will be allowed to finish the game with eight (8) players. A team will not be allowed to finish with eight (8) players if this is due to a player being ejected from the game.
- Only players, the manager, coaches, and umpires are allowed on the field during games. Check with your division director to find out the number of coaches allowed on the field during a game.
- Coaches are allowed to coach 1st and 3rd bases at all levels.
- Every player should wear the appropriate team uniform (hat, shirt, pants, and socks). Pitchers are not allowed to wear white or gray sleeves.
- Substitute players and coaches must stay in the dugout area.
- Managers/coaches/players will be ejected from the game and not allowed to participate in the next game for abusive behavior (this includes throwing equipment).
- If a batter carelessly throws a bat while in the act of hitting, the team will receive a verbal warning on the first offense. The next batter on that team who carelessly throws a bat will be ejected from the game.
- Players may be suspended for missing an inordinate number of practices, but the manager must notify the player, parents, umpire, and division director prior to the game.
- Players are not allowed to yell at or harass opposing players or bang on dugouts during games. Players are allowed to cheer for their team or encourage any player.
- Anyone ejected from a game must leave the SWFLL complex property.
- No courtesy runners are allowed. The Special Pinch Runner rule allows for runners.
- Pitchers are allowed a maximum of eight (8) warm-up pitches when they enter a game and a maximum of five (5) warm-up pitches at the beginning of each subsequent inning. Warm-up pitches should be completed within one minute after reaching the mound.
- Ten-run-rule is in effect in all divisions except T-ball. A team with a ten run lead after the fourth inning (3½ if the home team) of a six-inning game is declared the winner. A team with a ten run lead after the fifth inning (4½ if the home team) of a seven-inning game is declared the winner.
- If a game is tied after the final inning, the game will continue into extra innings (except T-ball).
- An inning cannot begin unless there is reasonable opportunity for the inning to be completed within the specified time limit.
- No inning will begin after 10:30pm for Junior and Senior division games. No inning will begin after 10:00pm for CPM, Minor, and Major division games for either baseball or softball.