**Coaches' manual:**

**1. Who do I call if the fields are locked, not prepared, need the lights turned on or something wrong with the field?**

1. Petawawa: 613-687-5678 ext. 2105 OR the maintenance staff cell phone 343-998-7648. There is also a public radio available in front of the workshop located in the Civic Centre arena entrance.
2. Pembroke: 613-735-6821 extension 1504

**2. What do I do if I have equipment concerns?**

1. Contact our Equipment manager: Mark Williamson – lubaseball22@yahoo.com 613-281-3865 for any issues with equipment that is broken or if there is a particular piece of training equipment you would like to use
	1. Training equipment available: whiffle balls, hitting sticks, pitching machine, soft hand paddles, accuracy rings for throwing, L screens
2. At the end of the season, please return equipment bags cleaned out and with all equipment that has been provided
3. If you have used your first aid kit and need replenishments like ice packs, please let us know

**3. What do we do in the case of rain?**

1. If the city cancels a field due to rain before 4:30, we will post on Facebook and email coaches and update Sportsheadz. You are responsible for letting your team know as well. We would suggest using the app.
2. After 4:30, it is at the discretion of the home team. If there is standing water or heavy rain, you can cancel the game in advance but please let the visiting team know as well as the Umpire in Chief (minor and up) and Amanda Williamson.
3. We will try to reschedule rain out games on Sunday late afternoon/evenings

**4. What do we do in the case of heat warnings?**

1. We do not typically cancel baseball for heat/humidity warnings. We are a summer sport.
2. We ask that you ensure everyone is well hydrated, start drinking water an hour before, and take breaks as needed
3. If parents feel it is not in their child’s best interest to attend, they can choose not to bring them

**5. What do I do if I don’t have enough players? (minor and above)**

1. You can call up from the teams beneath your age group or from a team in your division that is not playing that night.
2. Contact the coach of the team not playing to ask if there is a player they can suggest and they will give you their contact information

**6. What do I do if I need to cancel a game?**

1. First, try to get enough players via above mentioned ways. Ask parents to cover if the coaches need to be away. In the case that this is not possible:
	1. Contact the other team
	2. Contact Umpire in chief so we can cancel the umpire
	3. Contact Amanda Williamson so we can get it rescheduled

**7. What do I do if I need to cancel a practice?**

1. Contact Amanda Williamson so we don’t get charged for the use of the field and so we can try to reschedule. We need at least 24hours notice to not get charged.

**8. What to do if umpires don’t show up (minor and up)?**

1. Contact umpire in chief Kevin Chiasson - kevin\_chiasson1@hotmail.com
2. We aim to have 2 umpires at each game, please let him know if that is not the case to ensure that umpires are paid appropriately
3. A reminder to coaches and parents to respect our umpires, they are just learning too!!!

**9. What to do with the scores of the game?**

1. For t-ball, rookie and softball no scores are kept
2. For all other groups, keep scores in your provided score books so we also have the names of the players who have attended games (could be necessary for some all star teams). Home team is to submit the scores along with the names of the umpires who attended to Kevin Chiasson and the following convenors and so it can be uploaded to the system.
	1. Minors: Kristy Barton- kristybarton@hotmail.com
	2. Major: Kaitlin Brooks – Kaitlinbrunet@gmail.com
	3. Junior: Kristine Burchat- kburchat@icloud.com

**10. How to work the app?**

The app can be downloaded (Sportsheadz) and use the same email address used for registration and it should automatically pull in the players teams. If not, parents can request to join the team and coaches can approve these requests. Messaging is available in the app and the full schedule is there under events. Players can also indicate availability on the app.

From the website, if you click on team finder in the top in blue and select your team, you can see all the info for the team including the scores and team calendar. If you select team calendar, in the grey header there is an option to subscribe. Click on it and follow instructions if you want to add that calendar to your own electronic calendar.

**11. What do I do if someone is injured?**

1. Ensure the person is cared for appropriately. First aid kits are in each team bag.
2. Fill in the online form “Injury tracking report” on the website
3. If there is a suspected concussion, please follow the concussion protocol and ensure the player is cleared to come back to play. There is a form to be filled out for concussion and submitted to the safety manager
4. These forms are available online and in the team binders where you will also find health concerns for your players
5. AEDs are available in Petawawa at Civic Center if you are there at the Kinhut and at Pembroke it is available at Riverside hut at the mini golf course/camping registration (over by the washrooms at the Kiwanis building)
6. Reminder long pants are mandatory of players at all times and closed toed shoes with a heel strap is required by coaches at all times.

**12. What rules do we follow?**

1. Little League Baseball Rulebook is available as an app and is up to date and searchable
2. Our ground rules for house league is available on our website and included below
	1. baseball- <https://uovll.ca/Pages/1214/League_Rules/>
	2. softball- https://uovll.ca/Pages/1805/League\_Rules-\_Softball/
3. T-ball – everyone bats every inning and then switch to the field, we celebrate if a team gets an out but let the kids keep running the bases, coaches/parents are on the field to help both offensive and defensive, 45 minute games, Team to call out last batter and play stops when the ball reaches pitcher or catcher.
4. Rookie- everyone bats every inning and then switch, if you get an out the runner goes and sits down (ie doesn’t run the bases), if after 5 good pitches from the coach the batter has not hit bring out the Tee for them to hit off, 60 minutes games, coaches on the field for defense and offence has base coaches, player playing pitcher position stands behind pitching plate, Team to call out last batter and play stops when the ball reaches pitcher or catcher.
5. Ensure fair rotation of players especially between infield and outfield but beware of who you place in safety positions of pitcher and 1st base (catcher for minor and up)
	1. This is the number one complaint we hear about during the season. Remember: House league is meant to be fun and inclusive and is for learning for everyone!

**13. What do I do to set up the fields?**

a. At Kinsmen diamond we need to put the bases out ourselves. There is a storage box behind the back stop with a lock on it. The code has been emailed to coaches. Inside you will find the bases and a string that is marked out. Measure from the tip of home plate in line with the foul lines and at the first, shortest marker is where you will put first and third base. The longer length then goes out to second base. Hammer the bases in with the pegs.

b. Ensure all materials get returned to the box and the box gets locked.

c. At Stafford, there is a key box and the code is sent to coaches. Please ensure the key goes back and everything gets locked up. This includes the washroom key and ensure the washroom is locked at the end of the night using the allen key that is inside the door. The key will open the box to turn on the lights and will also open the storage box down third base line. This has bases and chalk if lines need to be chalked. There is also a pitching rubber so that we can put down a closer pitching rubber if needed.

d. At Cobden diamond there is a key to turn on the lights if needed. Instructions were sent to coaches.

Executive numbers:

|  |  |  |  |
| --- | --- | --- | --- |
| name | position | phone | email |
| Amanda Williamson | President | 613-298-9601 | President@uovll.ca |
| Logan Maves | VP | 613-504-2574 | Registrar@uovll.ca |
| Teri Mackie | Treasurer | 613-633-9651 | Treasurer@uovll.ca |
| Melissa Robinson | Media manager | 613-899-8599 | Media@uovll.ca |
| Alex George | Registrar/player agent | 902-414-6454 | Registrar@uovll.ca |
| Michelle Lauzon | Secretary/Sponsors | 613-602-0174 | Secretary@uovll.ca |
| Kevin Chiasson | Umpire in Chief | 613-639-9757 | kevin\_chiasson1@hotmail.com |
|  |  |  |  |

### **LITTLE LEAGUE ONTARIO DISTRICT 8 BASEBALL HOUSE LEAGUE RULES:**

All divisions minor-Jr/Sr will play following the rules of Little League, with the following exceptions and/or additions:

### **ALL LEVELS:**

1. Games are limited to 1 3/4 hrs, light permitting. No new inning shall begin after 1.5 hrs.
2. The mercy rule is in effect: 10 runs after four innings, 3 ½ if the home team is ahead. All teams must keep score and must be submitted via the score sheet.
3. There is a 5 run per inning maximum and no unlimited last inning.
4. If a game is forfeited due to insufficient players the teams are encouraged to play a 4 inning game with blended teams in order to justify costs associated with running a game and most importantly the trip of the visiting team.
5. The pitcher may not wear sunglasses and position player may wear non mirrored sunglasses.
6. A pitcher must be removed from the game if he/she hits 2 batters in an inning or 3 batters in a game.
7. If there is a play at home, players must slide. Avoidable collisions at home will not be tolerated and the base runner will be called out.
8. There is no head first slides but diving back to a base is acceptable.
9. Double headers are permitted but teams are to be given at least ½ hr (30min) between games.
10. Under the safety code for little league, with respect to all eyeglasses: “Parents of players who wear glasses should be encouraged to provide safety glasses.”
11. Over age players may not pitch. Over age players may play the position of catcher for a max of 3 innings per game. The remaining innings of the game the catcher must be proper age for that division.

### **MINOR DIVISION:**

1. Games are 6 innings.
2. Pitchers can only pitch two consecutive innings. Once removed as pitcher they may not return to that position for the remainder of the game.
3. Catchers can catch for three or more innings but then can't pitch once they have started their third inning. A pitcher can come in as a catcher only if they have pitched less than 2 innings.
4. Batters are out on the third strike. No dropped third strike.
5. There is no stealing home unless a play is made on a runner at any base, but may advance at their own risk until they reach 3rd base.
6. There is no “leading off” and base runners may not leave the base until the ball crosses home plate.
7. Base runners may not advance on a passed ball back to the pitcher.
8. Coach’s may field up to 10 players defensively and use a “continuous” batting order.
9. On Deck batters are not permitted, except for the first batter between innings and the start of the game.
10. No infield fly rule.
11. Pitching is from 46 feet

### **MAJOR DIVISION:**

1. Games are 6 innings.
2. Pitchers can only pitch three consecutive innings. Once removed as pitcher they may not return to that position for the remainder of the game.
3. Catchers can catch for four or more innings but then can't pitch once they have started their fourth inning. A pitcher can come in as a catcher only if they have pitched less than 3 innings.
	1. ***Examples***
		1. player pitches for 2 innings and catches the rest of the game. YES
		2. player catches for 3 innings first, and then pitches for 3 innings. YES
		3. player pitches for 2.5 innings and THEN catches for next 3 innings **NO (They are not eligible to catch if they pitch more than 2 innings.)**
		4. player catches for 4+ innings but does not pitch YES
		5. player pitches for 2.5 innings but does not catch YES
		6. player catches for 4 innings and pitches for 1 inning **NO (They are not eligible to pitch if they catch more than 3 innings first.)**
		7. player pitches for 1 inning and catches for the rest of the game. YES
4. Dropped third strike rule is in effect.
5. A runner can advance home on a passed ball or wild pitch.
6. There is no “leading off” and base runners may not leave the base until the ball crosses home plate.
7. Base runners may not advance on a passed ball thrown back to the pitcher by the catcher.
8. On Deck batters are not permitted, except for the first batter between innings and the start of the game.
9. Must have 8 players on the field to start a game.
10. Should use a continuous batting order
11. Coaches may field up to 10 players defensively using 4 outfielders

### **JUNIOR / SENIOR :**

1. Games are 6 innings.
2. Pitchers can only pitch two consecutive innings. Once removed as pitcher they may not return to that position for the remainder of that game.
3. Batters can run on a dropped third strike.
4. Stealing home is permitted.
5. Leading is permitted and baulks on pitchers will be called by the umpire.
6. Base runners may advance on a passed ball thrown back to the pitcher.
7. On Deck batters are permitted.
8. Coaches may field up to 10 players defensively using 4 outfielders.

Note: Pitching rules are meant to fall within LL rules and a pitcher may not pitch more than the pitch count stated in the LL rule book.

**Girls’ Softball House League Rules**

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| --- |
| House League |
| Division | **Major** | Junior |
| Ball Size  | 11 inch | 11 inch |
| Baselines (feet) | 60 | 60 |
| Pitching Rubber (feet) | 35 | 40 |
| Inning Mercy (runs) | 5 | 5 |
| Pitcher Limits (out or innings) | 2 innings or 6 outs | 2 innings or 6 outs |
| Defensive coaches on field | 0 | 0 |
| Defensive Players\* | 10\* | 10\* |
| Dropped 3rd Strike Rule in Effect | No | No |
| Lead offs - ball leaves hand | No | Yes |
| Stealing Allowed\*\* | No | Yes\*\* |
| Infield fly rule in effect | No | Yes |
| On deck batter | No | No |
| Game Duration  | 1 3/4 | 1 3/4 |

\*if both teams have 10 or more players, 10 players may be on the field with 4 outfielders used to ensure maximum playing time. Outfielders must remain in the outfield, beyond the bases

\*\*no stealing home

Note: Coaches/umpires may exercise discretion regarding pitching distance if overall level of play is lacking at higher pitching distance

1. Once a pitcher issues the 4th ball of an at bat, a coach of the offensive team comes out to complete the at bat giving as many pitches are left to get to 3 strikes.
	1. If the batter still does not hit the batter is out
	2. Example the count is 3 balls and 1 strike, a ball is thrown by the player pitcher, the offensive coach pitcher comes in and throws 2 more pitches
2. Clothing & Equipment: **Long pants are mandatory at all times.** The Umpire shall not allow a player wearing pants that do not provide suitable leg protection to participate in a game). No jewelry (except medical alert bracelets) is permitted. Running shoes or non-metal cleats are the only shoes permitted to wear. (coaches included) Batting helmets are mandatory at bat and while running bases. Players are encouraged to have face guards on the batting helmets but not mandatory.
3. Pitchers must wear face guard. Other infield positions may wear one if they want but it is not mandatory.
4. Base stealing will be allowed for Junior ages. Runners may lead off after the ball leaves the pitcher’s hand. Any base runner that leaves a base while the pitcher has possession and control of the ball in the pitcher’s circle will be declared out by the umpire. This is considered a leadoff. No stealing home.
5. Games are limited to 1 3/4 hrs, light permitting. No new inning shall begin after 1.5 hrs.
6. The mercy rule is in effect: 10 runs after four innings, 3 ½ if the home team is ahead. All teams must keep score and must be submitted via the score sheet.
7. There is a 5 run per inning maximum and no unlimited last inning.
8. Double Base (Safety Base) Rule Explanation: At any time when there is a play on the batter, the batter must touch the orange base. If the batter touches ONLY the white side they will be called out. If the fielder touches ONLY the orange base, the batter will be called safe. The fielder may however touch the orange base before finally touching the white base to try and get the batter out. In instances where there is no play on the batter they may use the white or orange base. When there is no anticipated play on the batter, it is the fielder’s responsibility to position themselves to ensure that they do not interfere with the batter. Once the batter has successfully reached first base only the white base is used.
9. If there is a play at home, players must slide. Avoidable collisions at home will not be tolerated and the base runner will be called out.
10. There is no head first slides but diving back to a base is acceptable.