



Team Parent Handbook Spring 2021

Hello and welcome to the Claremont Little League. We hope we can make this season special for you.

For those who are new to the league, we are glad you joined us.

Our hope is that this information will help make your job as Team Parent as easy and enjoyable as possible.

You are welcome to contact us anytime if you have any questions, suggestions, or concerns.

~Ali Lemas, Team Parent Coordinator

Below are the current rules as of 3/16/21. As things change, CLL will communicate via email any changes/updates.

You as the Team Parent can help by forwarding all emails to your team and sharing all information with them.

FIRST THINGS FIRST...THANK YOU! Thank you for volunteering your time as Team Parent. If you have not done so already, please contact all the Parents on your team to let them know who you are. "Who am I?" you ask. **You** are the link from the Parents to the Manager and Coaches. You will help "field" a lot of questions and provide the needed answers. It is also a good idea to speak with the Manager to clarify what expectations he/she may have of you, especially this year!

VOLUNTEER INFORMATION: All volunteers, 16 years and older, that have contact with children (CLL Board Members, Team Parents, Managers, Coaches, and Assistant Coaches), must fill out a Little League Volunteer application every year. Begin by uploading your ID into your volunteer profile on our website and check the volunteer box. Brian Bronk, our compliance officer, will request that an application link be sent to you from our background check provider. Please complete ASAP; if not completed by Friday, March 19th, you will not be allowed to volunteer. Once application is submitted online, the league will run a background check at no charge to you. Contact Brian at Brian.B@claremontlittleleague.org with any questions/concerns regarding the volunteer application process.

Note: Only CLL registered little league players and CLL registered, background checked, and approved volunteers are allowed on the field

UNIFORMS: Following the draft, the league placed the order for each team. Jerseys will consist of Dry-Fit shirts this year and will have a number on the back. More info regarding pick-up to follow via email. In addition, please find out from your Manager what color pants, sleeves (if applicable), belt and socks are preferred and communicate that to your Parents as soon as possible. We are asking that all teams use the hats provided by CLL and that you do not buy your team their own hats.

PICTURE DAY: The Team Parent distributes order flyers and communicates the picture time to the team families. Picture day is **Saturday, March 27th**, please be sure all players have their complete uniforms by then (pants, belt, socks, etc). Pictures will be located at Blaisdell Park. If it is raining or you are just unsure, please check the website or contact me the day before or that morning. Sometimes, it is necessary to make a last-minute decision and you may need to make some last-minute phone calls to your team.

- a. Each team has an appointed time. I did my best to accommodate each teams' practice as well as Managers' schedules however if there are concerns about your assigned time please contact me ASAP.
- b. Have your team arrive 10 minutes early to avoid parking issues and to get the players organized (shirts tucked in, hats on, etc.). There will not be Team Photos taken this year, but the photographer said they could make a collage (like a class picture from school) of the players, Managers and Assistant Coaches. Please let the Manager and coaches know to come ready to be photographed.
- c. We are using Felix from Pine Valley Studios. The league pays for the basic photo package which includes a 8x10 composite (team picture with individual player picture), 4 wallets, one photo button, and one small magnet. Beyond this, you can order additional pictures.
- d. Note: Each player needs their own flyer/envelope even if they are only getting the "free" package. Players should fill out envelopes and have in hand at picture day. Pine Valley staff will be on hand during picture day to collect envelopes (empty envelope if only getting free package or envelope with payment in form of cash, check or credit card).
- e. Players may use their own bat or glove in picture.
- d. Pictures should be available three weeks following picture day. I will contact you with more details at that time regarding pick up and distribution. Typically, you would pick them up from me and distribute them to the players as soon as possible. Satisfaction is guaranteed. If individual pictures are not to your likely then you may return them and schedule appointment at picture make-up day. Picture make-up day is TBD.
- e. A plaque will also be included (one per team) that can be used for a Manager gift.

TEAM ROSTER: The Team Parent should provide a team roster with player/parent contact information to each family. Consider listing name and # of player, name of parents, volunteer position (if applicable), best contact phone number and email address, *home address optional*. Including the parents' names on the roster is helpful so you know who you are cheering with. Some Team Parents have also provided a "pocket-sized" roster of players with their numbers, so you know who you are rooting for at the games and/or make a small, laminated sign/poster with players names and jersey numbers to post/hang on the fence during games.

GAME & PRACTICE SCHEDULES: Usually, the Team Parent circulates a printed schedule of all games and practices. You could prepare one game schedule that includes opponent, field, game time, snack information, etc. Also, some Managers appreciate assistance with making phone calls/texts/emails related to game and practice schedules and/or changes. Consider using Remind App, GroupMe, Shutterfly Share Site, Game Changer Manager, or other app to keep in contact with team. Game/practice schedules can change due to inclement weather. These changes can be best communicated by email or a quick phone call/text. Please ask your parents the best way to communicate information to them. Please check with your Manager on how you can best help him/her. Also, it is helpful to put a reminder on the schedule for players to bring water to practices and games.

YEARBOOK: More information to come.

SNACKS: League players like to receive a snack at the end of game. They deserve it! This year we will be doing it a bit different. Snack tickets will not be distributed, but instead, the Team Parent will come to the Snack Bar and purchase the snack for each player. The cost will be the same, \$1.00 per player. They will receive an individual packaged item and a drink. The Team Parent should bring a bag or basket to collect all the items. Available treat choices will vary. Some Team Parents have found that if they collect the entire snack bar ticket money at the beginning of the season (\$1 per game), there is no chance of forgotten responsibilities. After collecting the money, the Team Parent can purchase snacks the day of your game and distribute them at the end of each game. Players must be in uniform and only one snack/drink combo per player. For games that are played at fields without a snack bar (i.e. Junior Division) or if your team chooses not to participate in snack tickets, please ask about any food allergies and work out a schedule for parents to provide a snack at the end of the game, if everyone feels comfortable.

SNACK BAR: The Snack Bar is our only resource for revenue. We encourage parents, family, and friends to take advantage of the snack bar throughout the season. Snack Bar is under the management of Aaron Patterson and Drew Stark, Snack Bar liaison Jeff Blacksher and trained paid teenagers. Please respect social distancing around the snack bar. There may be an option to purchase a drink, hot dog, and a bag of chips but that is still being worked out.

CLAREMONT LITTLE LEAGUE APPAREL: More information to come.

MANAGER/COACH GIFT: *Try to personalize as best as you can for the person who will be receiving the gift.*

- Check out photo gift ideas (mugs, blankets, photobooks, picture collages) on websites such as Snapfish, Shutterfly, Costco.
- Have gifts, plaques, trophies made via laser engraving, embroidery and/or screen printing. Some suggestions are Timeless Creations 909-912-2604, Code3creations 909-855-4393, Action Awards 909-982-3172.
- Team picture matted and framed, with players' autographs on the mat.
- Baseball signed by the team. Many sports memorabilia shops carry nice holders/stands.
- Gift Certificate – dinner and movie, sporting goods store, Claremont Chamber of Commerce (good for several establishments in The Village and around the city), etc.

MANAGER/COACH EVALUATIONS: We will have Manager evaluations this year. You will receive more information, as applicable, throughout the season. Either way, though, it is important to keep the lines of communication open and address any concerns that may arise throughout the season. We encourage feedback; if we do not know that there is an issue, we cannot begin to solve it. Please contact me (TP Coordinator), your Division Rep, any Board Member and/or League President (all contact info available on CLL website) if you have any concerns or questions. Please also share any positive feedback, we love to hear that as well, not just negative!

CLL CODE OF CONDUCT: As Team Parent, you will be expected to uphold the guidelines mandated by Claremont American Little League in the Code of Conduct. Please help others do the same. A copy of the Code of Conduct has been included in this handbook for reference and it is posted on website. Please review with players and families. Remember, your kids are watching you.

Claremont Little League

IMPORTANT THINGS TO KNOW AND REMINDERS

***Safety** – Ice and first aid should be available at all practices and games. Managers have received a first aid kit. Be sure to talk to your Manager to see who he wants to take responsibility of these items. The snack bar at College Park also carries first aid supplies and incident reports. Any injury, other than minor scrapes, needs to be reported by Manager or Team Parent via the incident report found on our website. In addition, the league has purchased an Automated External Defibrillator (AED). It is in field box 2. Managers and Coaches have been trained to use it. If you would like more information on this device, please contact Randy Plotkin at randy.p@claremontlittleleague.org. NOTE: If you call 911 from College Park you need to clarify that you are in Claremont off College Blvd. as there is another College Park in Montclair and this has caused delay in arrival. NOTE: If transient people are present at College Park, please call the non-emergency CPD number 909-399-5411 – *please save this number in your phone now*.

***Parking**-Use College Park east and west lots and/or Metrolink parking lot. Do not park on Green Street or Elder as we have an agreement with our neighbors that we will respect their streets/neighborhoods.

***Projected Sound:** Music is not allowed at practice or games,

***The Little League Web Page** – www.claremontlittleleague.org

The website will periodically update information including schedule changes, game results and special events. Check often for the most up-to-date information. You will also find the Contact List for all CLL Board Members and non-board positions.

***Scorekeeping/Pitch count meeting, Wednesday, March 17th, 2021**-At least one representative from each team needs to attend this meeting, excluding T-ball and Farm. This meeting will take place Via zoom.

***Opening Day:** We will not have an Opening Day this year. First games will be played on Saturday, March 20, 2021.

***City Tournament: TBD:** more information will be shared later in the season.

***Closing Ceremony:** TBD – more information will be shared later in the season.

***Support our Sponsors**-Look around the various fields, spot the signs and pick a sponsor to support. Our website also lists our sponsors. Please do business with these people. When doing so, tell them you are from *Claremont Little League* and express appreciation for their support. It is important that they know we are grateful. Please remind your team that without our sponsors, fees would be much higher. Thank you!

Let's talk about FUNdraisers!

FUN events ahead... more info to come via emails/website

- Tuesday, March 16th Fundraiser @ Last Name Brewery
- *More information to come about future fundraisers.*
- ***As the messenger to your team, you will be receiving emails, sometimes A LOT of emails. Please do not disregard them. Please forward the emails appropriately to all your team families.

CLL 2021 – Current Rules:

PLAYERS and VOLUNTEERS:

1. As much as possible, all players need to stay 6 feet apart.
2. Facemasks are required for all players at all times during practices and games unless the mask poses a hazard. Masks must also be worn at all times when players are not actively participating on the field of play unless they are eating or drinking.
3. All managers, volunteers, coaches, and spectators must wear a mask at **all times** during any Little League activity.
4. Any player, volunteer, coach or spectator not feeling well, must STAY HOME.
5. Anyone in contact with a known positive COVID case must self-quarantine for 14 days.
6. While not on the playing field, players need to stay 6 feet apart. This means dugouts will be used for no more than 2 players and 2 coaches at a time. Please bring lawn chairs for your child to use while waiting outside the fence for their turn to bat.
7. At least one coach who has been background checked and had concussion training must be located with any players in the dugout. At least one similarly qualified coach must also be present with any players sitting outside the fence. This coach is to open and close the gate for players and make sure players know who is up and when to go to the dugout.
8. Shared equipment is discouraged as much as possible. If gear must be shared, it should be properly sanitized with cleaning supplies found in the field boxes. Families can contact Mike Montgomery to check out catcher equipment for the season as well. mike.m@claremontlittleleague.org
9. Managers must immediately inform the board of any positive COVID case on his/her team by emailing Randy Plotkin and Jenny Ballesteros: randy.p@claremontlittleleague.org
jenny.b@claremontlittleleague.org

PARENTS:

1. Please do not attend a game if feeling ill.
2. Please report a positive CoVid-19 Test Result to your player's Manager immediately
3. Bleachers are closed. Be prepared to watch games from the outfield and along the fences. Some signs will be removed to help proper viewing. Please stay 6ft away from other families.
The only exception to this rule are the individuals that are performing scorekeeping and pitch count duties. They need to sit in separate bleachers (home/ away) and can have their immediate family members with them
4. Spectators must wear a mask to and from the field during games and practices. Per city mandates, from the moment you step out of your vehicle until you get back, your mask must be worn.
5. Only a player's immediate family members and caregivers are allowed to attend games. Please limit the number of family members present at each game.
6. After your player's game is over, please leave the park as soon as possible and try not to walk in large groups.

The entire COVID Safety Protocols can be found on our website [HERE](#) and a copy will be posted in the snack bar.

Please understand the regulations above are from the State, County and City. Claremont Little League will update all managers, families and players of any changes that pertain to how we will operate this spring. No one player or family is more important than all of us, please do your part and follow these rules so we can have a fun and successful season.

Thank you so much for volunteering your time.

Please do not hesitate to get in touch with me with you have questions/concerns.

Ali Lemas, Team Parent Coordinator

Ali.L@claremontlittleleague.org or (909) 239-1987 cell/text