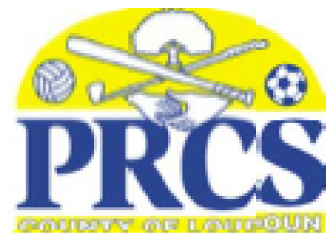




# Lower Loudoun Little League

## House Rules, Regulations, and Guidelines

2023



Lower Loudoun Little League | [www.llbaseball.org](http://www.llbaseball.org) | Est. 1963  
Post Office Box 23, Sterling, Virginia 20167 | Phone: 703-662-3117 | Fax: 703-890-9499

## TABLE OF CONTENTS

<b>Overview</b>		<b>Page 3</b>
<b>Safety</b>		<b>Page 4</b>
Basic Safety Rules	Page 4	
Pitcher Safety	Page 4	
Weather	Page 5	
Parking	Page 6	
<b>LLLL Operations</b>		<b>Page 7</b>
Different Seasons	Page 7	
Different Divisions	Page 7	
Field Locations	Page 8	
Game Lengths	Page 9	
<b>T-Ball</b>		<b>Page 10</b>
<b>Coach Pitch</b>		<b>Page 13</b>
<b>A</b>		<b>Page 16</b>
<b>AA</b>		<b>Page 20</b>
<b>AAA</b>		<b>Page 23</b>
<b>Majors</b>		<b>Page 25</b>
<b>Managers (All Levels)</b>		<b>Page 27</b>
Objective	Page 27	
General Rules	Page 27	
Pre-Game	Page 29	
Field Preparation & Clean-up	Page 29	
Pre-Game Warm-ups	Page 30	
<b>LLLL Disciplinary Policy</b>		<b>Page 32</b>
<b>Little League Pledge</b>		<b>Page 36</b>
<b>Parent and Volunteer Pledge</b>		<b>Page 37</b>

# OVERVIEW

## MISSION STATEMENT

We believe in the power of youth baseball to teach life lessons that build stronger individuals and communities. Parents are strongly encouraged to become involved in all aspects of the league; one team, one Little League.

## LOWER LOUDOUN LITTLE LEAGUE CORE OBJECTIVE

The objective of Lower Loudoun Little League (LLLL) shall be to implant firmly in the children the ideals of good sportsmanship, teamwork and fair play. It also provides them a healthy activity under good leadership so children become good and decent citizens. Baseball played with this objective will produce well adjusted, stronger and happier children. They will grow them to become good, healthy citizens.

## LOWER LOUDOUN LITTLE LEAGUE CORE VALUES

Athleticism is only temporary, but character lasts forever. Be humble, be honest, and be kind. Be grateful for the opportunity to play baseball, and be mentally tough when things don't go your way. Always remember that your character defines who you are.

## LOWER LOUDOUN LITTLE LEAGUE BASEBALL RULES

The House Rules are additional rules to the **Official Little League** rulebook (The **Blue Book**). The House Rules emphasize some Little League Rules that are important for safety. The House Rules stay within the **Official Little League** rules but are adapted for the Lower Loudoun Little League. When in doubt about a rule, see the **Official Little League** Rulebook.

## SAFETY

1. The most updated version of the League's Safety Plan is available on the Lower Loudoun Little League (LLLL) website at <http://www.llbaseball.org/safety-essentials/>.
2. Players shall wear equipment in accordance with Little League Rules. (Read the **Blue Book**, sections **1.10 through 1.17**) A few key rules are:
  - a. Batting helmets are required for batting practice.
  - b. Catchers will wear masks during pre-game warm-ups, in the bullpen, and on the field (**Blue Book**, section **1.17**)
  - c. Catchers must wear a "dangling" throat protector, even if they use a hockey style mask. (**Blue Book**, section **1.17**)
  - d. Metal spikes are permitted at the Juniors and Seniors levels. (**Blue Book**, section **1.11h**)
3. First Aid kits are available in the equipment box at each field or at the Jeff Cobb and Foltz Field snack bars. Also located in both snack bars is one Automatic External Defibrillator (AED). Should anything be used from these boxes, please notify the League's Safety Officer so that they can be replaced.
4. The use of a "batting donut" or similar weight is not allowed at any level of play. (**Blue Book**, section **1.10 note 1**)
5. **SLIDE RULES & MALICIOUS CONTACT:** (Read the **Blue Book**, sections **7.08**. A few key points of emphasis are:
  - a. **T-Ball, Coach Pitch, A, AA, AAA, & Majors:** No headfirst slides, while advancing toward a base. The runner will be called out. (**Blue Book**, section **7.08 (a)(4)**)
  - b. If a fielder does not have the ball and is blocking the base path, this does not give the base runner the right to run that fielder over.
  - c. Any action by a runner which, in the judgment of the umpire, displays intent to collide with or "take out" a fielder for the purpose of injuring that player or causing that player to drop the ball may be ejected.
  - d. A collision between a runner and a fielder which, in the umpire's judgment, is unavoidable is simply a collision.

### PITCHER SAFETY

1. Pitch limits are for safety. (Read the **Blue Book**, sections VI on pages 40-42)
2. Pitcher limits per day are:
 

- 8 year old	50 pitches
- 9-10 year old	75 pitches
- 11 & 12 year old	85 pitches

- 13-16 year old            95 pitches
  - 17-18 year old            105 pitches
3. If a pitcher reaches the maximum number of pitches, they may complete pitching to the batter.
  4. For players under league age 14, the following days of rest are required:
    - 20 or less pitches        0 days rest (i.e., the pitcher can pitch the following day)
    - 21-35 pitches            1 day rest (i.e., after 34 pitches on Monday, a player will be eligible Wednesday)
    - 36-50 pitches            2 days rest
    - 51-65 pitches            3 days rest
    - 66 or more pitches      4 days rest
  5. League age 12 year olds may not pitch in the Minors division.
  6. Managers will turn in pitch counts to the Commissioner within 24 hours of the end of the game.
  7. For players that play the position of catcher and pitcher in the same game:
    - a. If the player catches for more than 3 innings, they may not pitch.
    - b. If the player pitches more than 40 pitches in a game, they may not catch.
    - c. If the player catches for less than 3 innings, they may not pitch more than 40 pitches. ([Blue Book](#), Regulation VI)
  8. Managers may visit the pitcher at the mound (Read the [Blue Book](#), Rule 8.06).

## GAME CHANGES DUE TO WEATHER

1. Lower Loudoun Little League Controlled Fields: (*Jeff Cobb, Jack Jennings, Pioneer and Foltz*): Check the league's website ([www.llbaseball.org](http://www.llbaseball.org)). Go to the Rained-Out Information Tab.
2. Loudoun County Controlled Fields (i.e.: school fields & Claude Moore fields): Call the Loudoun County Cancellation Hotline at 703-777-0456. Or download the RainOut Line app and search on PRCS.
3. Managers must make every reasonable attempt to play the game with consideration given to specific weather conditions, time to prepare a field versus darkness and subsequent games, and possible damage to a field.
4. The MANAGERS shall agree on the fitness of the playing field BEFORE the game starts.
5. The Umpire-in-Chief is in charge once the game balls are given to him/her at the plate conference. At that point the umpire is the sole judge as to weather and field conditions, and when play shall be suspended during a game.
6. **Lightning**: Any sight of lightning or hearing of thunder by a player, manager, or spectator must be brought to the attention of the Umpire. Play must be suspended. All players must leave the

field and dugouts. They must go to a car or a building. Play will not resume until 30 minutes has elapsed from the last sight of lightning.

7. Before any umpire declares a field unplayable, he/she will walk the field with both managers and identify the unfit areas and allow the managers the opportunity to correct the conditions.
8. The home team manager is responsible for notifying the respective Commissioner of any game that will not be played. The Commissioner will determine when a canceled or suspended game is rescheduled. (This does not include temporarily delayed games).
9. The Commissioner (AA and above) will call the Chief Umpire so he/she can notify the umpires.
10. Weekend game times will not be delayed for more than 1 hour when another game follows.

## **PARKING**

Volunteers, parents, and spectators must park in the appropriate areas for all practices and games. Parking in reserved, handicapped, or restricted areas (this includes the grassy areas right next to the fields) WILL result in vehicles being towed at the owner's expense without warning. This applies to ALL the fields that are used by the League.

No vehicles are allowed beyond parking lots. Emergency access roads in parks and around schools are not open for use. They are for emergencies, Loudoun County PRCS or school vehicles only. This includes driving up, dropping equipment and exiting. The schools and some parks do have security cameras. Violators may be prosecuted for illegal trespass and illegal use of emergency access lanes.

# LLLL OPERATIONS

## DIFFERENT SEASONS EXPLAINED

LLLL offers two seasons per year, one in the Spring and one in the Fall. The Spring season generally runs from mid-March to early June, and is a competitive season. Players league age 7 and older must attend Player Assessments and be entered into the LLLL draft. Player Assessments are completed generally early to mid-February and the LLLL player drafts are completed by mid-March. If a player fails to make the scheduled Player Assessments, they are either placed in 1) the lowest division appropriate for their age or 2) the division that they played in the previous Spring season. The culmination of the Spring season is playoffs for the LLLL teams and the crowning of a champion for each division of play (above T-Ball). In addition, by early June the District All-Star teams are selected, where players 9 and up can compete with other teams across the county, state, and nation.

LLLL also has a less competitive Fall season that runs from early September until late October with practices beginning in late August. There are no tryouts in the Fall and players are generally placed one division higher than the division they played in the Spring. If players did not play in the Spring, they will be placed in the appropriate division. The level of play during the Fall season has no bearing on the assignment of players to divisions/teams in the following Spring season.

### Tie-Breaking Procedures (If Necessary)

If teams have the same record at the end of the season or in an in-house tournament, the champion will be determined by the following procedures:

1. Head to Head
2. League Record
3. Record against common opponents
4. Least number of runs allowed in all regular season games
5. Coin Toss

## DIFFERENT BASEBALL DIVISIONS EXPLAINED

LLLL operates different divisions based on age and player capability.

- For kids aged 4 to 6, we offer the T-Ball division to introduce kids to the game of baseball and teach the basic skills. Based on the number of kids who sign up, the league will try to separate T-Ball into T5 and T6, with 4 and 5 years olds in one division and 6 year olds in a separate division.
- For kids aged 6 to 8, we offer the Coach Pitch (CP) division. We introduce kids to hitting thrown balls and improving their fielding skills. Generally, more advanced 6 year olds with a year of T-Ball should sign up for this division.
- For kids aged 7 to 9 we offer the A ball division. We introduce pitching and continue working to improve kids' understanding of baseball and more advanced positional skills.

- For kids aged 8 to 10 we offer the AA division. We introduce stealing and the main focus is improving the teamwork between pitchers and catchers and promoting effective decision making.
- For kids aged 9 to 11, we offer the AAA division. We start to reduce some of the limitations introduced at earlier ages and focus on improving kid's teamwork, positional skills, and overall baseball awareness.
- For kids aged 10 to 12, we offer the Majors division. This is the penultimate level of baseball for Little League and is the most competitive level offered. The focus is on advanced skills, knowledge, and teamwork to make sound baseball decisions.

<b>LLLL Divisions</b>	<b>T-Ball</b>	<b>CP</b>	<b>A</b>	<b>AA</b>	<b>AAA</b>	<b>Majors</b>
League Age	4-6	6-8	7-9	8-10	9-11	10-12
Roster Size	8-10	10-12	10-12	10-12	11-12	12-13
Team Formation	Assigned	Drafted	Drafted	Drafted	Drafted	Drafted
Spring Evaluation	No	Yes	Yes	Yes	Yes	Yes
Pitching	No	No	Mixed (Kid/Coach)	Mixed (Kid/Coach)	Kid Pitch	Kid Pitch
Base Stealing	No	No	No	Limited	Yes	Yes
Standings	No	Yes	Yes	Yes	Yes	Yes
Scoring	No	Yes	Yes	Yes	Yes	Yes
Playoffs	No	Yes	Yes	Yes	Yes	Yes
Umpires	No	No	No	Yes	Yes	Yes
Baseballs	Soft	Hard	Hard	Hard	Hard	Hard
Field Size	38/50	46/60	46/60	46/60	46/60	46/60
Co-Ed	Yes	Yes	Yes	Yes	Yes	Yes

## FIELD LOCATIONS

LLLL operates 3 baseball fields and utilizes numerous Loudoun County fields to have practices and games. Fields operated by the league are:

Jeff Cobb Field (333 S Sterling Blvd, Sterling, VA 20164)

Pioneer Field (201 W Holly Ave, Sterling, VA 20164)

Jack Jennings Field (333 S Sterling Blvd, Sterling, VA 20164)

Commonly used Loudoun County Fields include:

Claude Moore Park (21544 Old Vestals Gap Rd, Sterling, VA 20164)

Meadowlands Elementary (729 Sugarland Run Dr, Sterling, VA 20164)

Algonkian Elementary (20196 Carter Ct, Sterling, VA 20165)

Guilford Elementary (600 W Poplar Rd, Sterling, VA 20164)

Lowes Island Elementary (20755 Whitewater Dr, Sterling, VA 20165)

Sterling Middle School (201 W Holly Ave, Sterling, VA 20164)

Potowmack Elementary (46465 Esterbrook Cir, Sterling, VA 20165)



**GAME LENGTH** (Read the [Blue Book](#), sections 4.10 through 4.12)

## 1. A regulation game is:

- At least 2 but no more than 3 innings for Tee Ball (Coaches to decide length at start of 2<sup>nd</sup> inning)
- 5 innings for Coach Pitch
- 6 innings for Minors & Majors
- 7 innings for Junior & Seniors.

## 2. No new inning will start after:

- 1 hour & 30 minutes (*Coach Pitch*)
- 2 hours (*Minors & Majors*)
- 2 hours & 15 minutes (*Junior & Seniors*)

AND no inning will start after:

- 10:00 pm (*Minors and Majors*)
- 10:30 pm (*Juniors & Seniors*)
- 11:00 pm (*Everyone*)

## 3. No new pitch (drop dead) after:

- 1 hour & 30 minutes (*T-Ball*)
- 2 hours (*Coach Pitch*)
- 2 hours & 30 minutes (*Minors & Majors*)
- 2 hours & 45 minutes (*Junior & Seniors*).

## 4. Playoff games have no time limits.

5. Tie Games: If the game is tied at the time limits, the managers and umpires may:

- If no game follows, play until a team wins.
- If a game follows, play will be suspended 30 minutes before the start of the next game.
- If a game is still tied, the commissioner will determine when it will be continued at a later date in accordance with [Blue Book](#) Rule 4.12. If the tie has no bearing on the standings, it can end in a tie.

6. Mercy Rule (15/10/8 Runs): For full details, read the [Blue Book](#), sections 4.10 (e). In general, if a team is losing by 15 runs after 3 innings, 10 runs after 4 innings, or 8 runs after 5 innings, they should concede the game to the opposing team.7. Courtesy Runners: To help speed up games, with 2 outs coaches may choose to use a courtesy runner for the player who will be catching the following inning. The courtesy runner must be the player who made the last out. ([Blue Book](#), section 3.04)

## T-BALL

### **SKILL & CONCEPT OBJECTIVES**

- Fundamental Athletic Skills
- Organizational Behavior & Group Dynamics
- Introduction to “TEAM” Concepts

T-Ball Division players usually range in age from 4 - 6 years old. Above all else, Lower Loudoun Little League expects each player to have a safe and enjoyable learning experience. The emphasis in T-Ball is placed on developing a basic understanding of the game. This is a non-competitive program. Winning is positively the least important item. One player's ability should never be compared to another's. Each player should be evaluated on his or her own effort and attitude. Positive reinforcement is a must at this level; no player can be a failure at 5 or 6 years old.

Lower Loudoun Little League would like to see managers working together during games, with the goal of providing the best possible learning environment. T-Ball will strive to field a minimum of eight (8) players.

### **T-Ball Player Skill Goals**

1. Lower Loudoun Little League policy regarding playing time and positions is clear. At the T-Ball level, we use the "Incredi-ball", which has greatly reduced the potential for serious injury. Therefore, we have determined that each player should have the opportunity to play each position equally. The thinking is "How can a player learn to play first base if he/she never has the chance to play first base?"
2. Lower Loudoun Little League expects each manager to develop a rotation based on the 6 infield positions, which will give each player the same opportunity to play each position equally if they attend the games and practices. This is not for a game-by-game basis, but a "for the year" requirement. The ability to catch and throw is not the deciding factor in T-Ball -- the opportunity to develop and grow, and to be exposed to each position is.
3. Managers are expected to help "police" the base paths, i.e., first baseman standing in front of the base runner on first base. The first and third base coaches have the best view of this situation.
4. Base coaches should notify defensive coaches when an unsafe situation exists. Defensive coaches should be aware that they may be notified of this situation from time to time by the offensive coaches and should not take offense to this. Managers should resist physically moving the players, but instruct them where to stand so they are not in the base path.

### **GENERAL RULES**

1. Home team occupies the first base bench.

2. Fifty (50) feet between bases.
3. All players bat and field each inning. An inning ends after the last player on the team has batted.
4. Each coach should keep the game going and must strive to complete at least 2 full innings.
5. Players are required to either be on the bench or on the field the entire game – NO EXCEPTIONS. Do not allow players to continuously roam around or sit with their parents.
6. PLAYERS MUST WEAR LONG PANTS. Baseball pants are encouraged.
7. PLAYERS MUST WEAR SNEAKERS OR CLEATS. No sandals or open-toed shoes are permitted.

## OFFENSIVE RULES

1. All batters and base runners must wear a helmet.
2. No player, other than the batter, is to handle a bat. EXCEPTION – Unless the manager or coach is providing instruction to the player a safe distance away from the other players
3. The tee should be placed in front of home plate facing backwards so the front of the tee is against the front part of the plate (flat side to flat side)
4. Each batter gets 6 swings, with the coach helping on subsequent swings until the batter hits the ball.
5. A batted ball must pass beyond a 15-foot semicircle from home plate before it is live (Batting coach will call).
6. Players should advance one base at a time.
7. Throwing the bat is not allowed. This is a safety concern, and this rule must be enforced. T-Ball is the place to teach good habits. Any player who throws the bat after receiving a warning is out. One warning will be issued per player, per game, with any subsequent throwing of the bat resulting in an out.
8. Managers should warn the defensive team when strong batters are at bat to minimize the possibility of injury.
9. No runners are allowed to advance to the next base on an overthrow.
10. "Leading off" and stealing are not allowed.
11. Only 3 coaches are allowed on the field with the offensive team: a batting coach and first & third base coaches. Base coaches serve as umpires for their respective bases. Defensive coach located in the outfield will call second base. Batting coach will call home if needed. THE COACH'S DECISION STANDS. GIVE THE ADVANTAGE TO THE INFIELDER.

## DEFENSIVE RULES

1. Pitchers, first baseman and catcher must wear a helmet with a facemask.

2. In the event of an out (T6 ONLY), the batter/runner shall be directed to the dugout/bench (and not be allowed to remain on the base). No more than 2 outs can be made during any one at-bat. No triple plays count, however, if one is made, congratulate the team.
3. Players should be encouraged to make the right play, i.e.; pitcher throws to first base rather than running it himself/herself or rolling the ball.
4. Outfielders must stay out of the area designated for the infielders, approximately 10 to 15 feet behind the base path. Four infielders, pitcher and catcher in the infield - all others in the outfield.
5. Outfielders must throw the ball into the infield to make an out. Outfielders cannot make tags or force outs at the bases, but can catch fly balls for an out.
6. Play stops when the ball is returned to the infield. The infielder need not have control of the ball. (In the event a runner is more than halfway to the next base, allow him/her to advance.)
7. It is the obligation of the manager to rotate all players between the infield and outfield. Your players should play every position on the team and to this end, no player shall play outfield for more than two consecutive innings. During a game, no player shall play the same infield position twice. Keep records so that you track players by position played during the season so as to ensure that he/she has played all positions equally as the rest of the team.
8. The batting coach shall notify the defense when the last batter is up. As the ball is hit, the defense shall make ONE play and then allow the runners to clear the bases before leaving the field. The defense shall not block home plate nor tag each runner as they round the bases. The last batter shall, in effect, be considered a home-run hitter. With the exception of ONE defensive play, the batter and all base runners shall be allowed to run the bases as if a home run were hit.
9. Only 3 coaches are allowed on the field with the defensive team.

## COACH PITCH

### SKILL & CONCEPT OBJECTIVES

- Fundamental Baseball Skills
- Organizational Behavior & Group Dynamics
- Advanced “TEAM” Concepts

Coach Pitch Division players usually range in age from 6 - 8 years old. The main focus of the managers, coaches and parents in this division is to teach the fundamental skills of baseball and provide all the players with an opportunity to learn all positions, skills, good sportsmanship, and the rules of the game in a safe, positive and fun environment. The season shall be played in an **instructional** format.

### GENERAL RULES

1. Delaying tactics are unfair and reflect poorly on the offending coach.
2. Players who attend practice cannot sit on the bench for 2 consecutive innings.
3. The first and third base coaches shall make the safe/out calls at those bases. The defensive fielding coach shall make the call at second base. The coach/pitcher shall make the call at home plate.
4. Winning games should not be the goal.
5. First and third base coaches are to help “police” the base paths. They should notify the defensive coach of any impending obstruction of the base paths. Defensive coaches should be aware that the base coaches will be helping to keep infielders out of the base lines.
6. Managers should be fairly rotating their players at all positions during the course of a game and the entire season. The goal should be not to play a player twice at any one position until every other player has had an opportunity to play that position. Managers should give every player a chance to learn each position. If a player struggles at a skill or position, the manager should help the player improve and not dismiss the player from that position. Managers are to be sensitive to hiding players behind the plate or in the outfield. Avoiding “Hot Spots” in the name of safety is fine. You must rotate your players so that all of them have the opportunity to play all skilled positions. Keep good records of positions played by each player on your team to ensure minimum playing time requirements are met and that all players have played equally in all skilled positions.
7. Players can sit on the bench for only one inning at a time. Players can play in-field or outfield for only two consecutive innings (example: If a player plays 2 consecutive innings in the infield, he must then be rotated to an outfield position, or to the bench. If he is placed on the bench, he can only return to the game in an outfield position, before being rotated back to an infield position). Infield positions are: pitcher, catcher, 1st base, 2nd base, 3rd base, and shortstop.

Outfield is defined as: Left, Center and Right (with 3 outfielders); Left, Left Center, Right Center and Right (with 4 outfielders). Managers can play 4 outfielders if they have 10 players available.

## OFFENSIVE RULES

1. There is a 5 Run limit per inning. (**Blue Book, Rule 5.04**)
2. Use a Continuous Batting Order (**Blue Book, Rule 4.04**)
3. Each batter will get a maximum of **8 total pitches** from the coach. Balls and Strikes will not be counted. An errant pitch shall count regardless if the batter swings at the pitch or not (unless the pitch is hit into fair territory).
4. If a batted ball hits the pitching coach, the ball is ruled dead and the batter is awarded first base. Only those base runners forced to advance due to the batter being awarded first base may advance in this situation.
5. Runners may not advance on an overthrow. For balls hit to the outfield, base runners may advance until the ball is in the infield and in possession by one of the infielders. If the base runner has left their base to run to the next base when the ball is determined in possession “under control”, the base runner may continue to advance to the next base at risk of being put out, or return to their base. Base runners should focus on the base coaches for instruction on whether they should proceed to the next base. Possession “Under control” as used above would be a judgment call, but with the benefit of doubt placed with the defensive player.
6. The coach pitching shall not instruct while the play is in progress. They may give instruction to base runners or batters between pitches.
7. A batter will get one warning per game for throwing the bat. The batter will be declared out if he/she throws the bat again during the game.

## DEFENSIVE RULES

1. A team may field 10 players. The extra player must be positioned in the outfield.
2. Outfielders are not allowed to make “putouts” (touch a base or tag a runner). They may catch fly balls for an out, perform a throwing assist on a force out made by an infielder, or be a back-up player as part of a run down to make an out. The intent of the rule is to ensure outfielders throw the ball to an infielder and do not run the ball to the infield.
3. The pitcher shall wear a helmet during play.
4. Catchers **MUST** be utilized defensively and at least attempt to catch the pitched ball. Catchers are to catch from the normal location behind home plate.
5. When a thrown ball hits the coach pitching, and stays in fair territory, the ball is live and in play. If the ball rolls into foul territory after striking the coach, the ball is dead and the base runners advance to the next base beyond the last base touched.

6. Two coaches from the fielding team may be on the field.
7. The pitcher must stand within a 6' radius of the pitching plate and not in front of the coach pitching. The pitcher cannot leave the circle before the ball is hit.
8. A coach may call time to instruct their players after the play is over. Normal coaching is allowed while the play is in progress.



## SKILL & CONCEPT OBJECTIVES

- Fundamental Baseball Skills
- Position Specific Skills & Plays
- Baseball Rules & Regulations
- Introduction to Baseball Strategy

A Division players usually range in age from 7 - 9 years old. Managers draft players based upon player assessment ratings and their individual team needs. Coaches focus on developing individual and team skills to field a competitive team and prepare them for the Majors Division.

Fall Season: A and AA divisions will be combined. A rules will be instituted for September and will switch to AA rules for October. The only exception is that a 3 run limit per inning will be used for the full Fall Season.

### A Player Skill Goals

1. Continued focus on good sportsmanship and team play!
2. Winning games should not be the goal.
3. Batting skills development including proper stance, hitting from a pitcher, and pitch selection.
4. Development of catchers for blocking wild pitches, getting passed balls, and throwing back to the pitcher on the mound.
5. Introduction to pitching and proper mechanics.
6. Develop base running skills for situational play, including proper sliding technique.
7. Fielding emphasis on getting behind the ball and setting up the throw, getting the ball to the correct position for the out or to keep the runners from advancing.
8. Develop tracking skills for catching fly balls and arm strengthening practice (long toss).

## GENERAL RULES

1. Delaying tactics are unfair and reflect poorly on the offending coach.
2. Players who attend practice cannot sit on the bench for 2 consecutive innings.
3. Players can sit on the bench for only one inning at a time. Players can play in-field or outfield for only two consecutive innings (example: If a player plays 2 consecutive innings in the infield, he must then be rotated to an outfield position, or to the bench. If he is placed on the bench, he can return to the game in an outfield or infield position). Infield positions are: 1st base, 2nd base, 3rd base, and shortstop. Pitcher and catcher are not considered infield positions for the



purposes of the rotation rule. Outfield is defined as: Left, Center and Right (with 3 outfielders); Left, Left Center, Right Center and Right (with 4 outfielders). Managers can play 4 outfielders if they have 10 players available.

4. Umpires: Teams must provide umpires for A games.
  - a. Home Team: Provides a home plate (located behind the pitcher) umpire.
  - b. Visiting Team: Provides a field umpire.
  - c. Managers will designate umpires early in the season, and contact the league Umpire-in-Chief for appropriate training.

## OFFENSIVE RULES

1. There is a 3 Run limit per inning. (Lower Loudoun Little League modified rule from [Blue Book, Rule 5.04](#))
2. Use a Continuous Batting Order (Read the [Blue Book, Rule 4.04](#))
3. A batter is **automatically out** on a dropped 3rd strike.
4. Bunting is not permitted for A games.
5. Infield fly will not be in effect for A games.
6. Stealing of bases is **not permitted** for A games.
7. After a ball is put into play, the play is live until the ball is in the possession of the pitcher and is on the pitcher's mound.
8. There are **no walks** in A.
9. The 1<sup>st</sup> and 2<sup>nd</sup> innings will be full coach pitch.
10. Full coach pitch.
  - a. Pitches will be delivered overhand, **underhand pitching is not permitted**.
  - b. Coaches are required to pitch with both feet on the pitcher's mound at all times (unless avoiding contact with a batted or thrown ball).
  - c. The pitcher's mound is defined as the circle of dirt surrounding the pitching rubber (pitcher's plate) or where there is no grass infield, the raised ground surrounding the pitching rubber (pitcher's plate).
  - d. A maximum of seven (7) pitches or three (3) strikes will be allowed for each batter. If the batter has not advanced within the seven (7) pitches, the batter will be called out. A foul ball cannot be counted as the last pitch.
  - e. The offensive coach must make every effort to stay out of the play avoiding contact with the ball or a fielder.

- f. If the umpire determines this condition was not met, the ball is ruled dead and the batter is awarded first base. Only those base runners forced to advance due to the batter being awarded first base may advance in this situation.
11. The 3<sup>rd</sup> through 6<sup>th</sup> innings will be player pitch with coach assistance for no walks. Players during player pitch innings are limited to **one inning regardless of pitch count**. If players pitch one or more pitches in an inning (for relief), that inning still counts as the one inning.
12. Playoffs in the A division will consist of all player pitch with coach assistance innings.
13. Player pitch with coach assistance for no walks.
  - a. After ball four the offensive coach enters after time is granted by the umpire.
  - b. Pitches will be delivered overhand, **underhand pitching is not permitted**.
  - c. Coaches are required to pitch with both feet on the pitcher's mound at all times (unless avoiding contact with a batted or thrown ball).
  - d. The pitcher's mound is defined as the circle of dirt surrounding the pitching rubber (pitcher's plate) or where there is no grass infield, the raised ground surrounding the pitching rubber (pitcher's plate).
  - e. The batter will keep the number of strikes they had when ball four occurred.
  - f. The coach will pitch to the batter until a ball is put into play or strike three, whichever occurs first.
  - g. The offensive coach must make every effort to stay out of the play avoiding contact with the ball or a fielder.
  - h. If the umpire determines this condition was not met, the ball is ruled dead and the batter is awarded first base. Only those base runners forced to advance due to the batter being awarded first base may advance in this situation.

## DEFENSIVE RULES

1. A team may field 10 players. The extra player must be positioned in the outfield.
2. Outfielders are not allowed to make "putouts" (touch a base or tag a runner). They may catch fly balls for an out, perform a throwing assist on a force out made by an infielder, or be a back-up player as part of a run down to make an out. The intent of the rule is to ensure outfielders throw the ball to an infielder and do not run the ball to the infield.
3. The pitcher shall wear a helmet during coach pitch innings.
4. Catchers **MUST** be utilized defensively and **at least attempt** to catch the pitched ball. Catchers are to catch from the normal location behind home plate.
5. Two coaches from the fielding team may be on the field.

6. During coach pitch, the pitcher must stand within a 6' radius of the pitching plate and not in front of the pitching coach. The pitcher cannot leave the circle before the ball is hit.
7. A coach may call time to instruct his players after the play is over. Normal coaching is allowed while the play is in progress.



## SKILL & CONCEPT OBJECTIVES

- Fundamental Baseball Skills
- Position Specific Skills & Plays
- Baseball Rules & Regulations
- Introduction to Baseball Strategy

AA Division players usually range in age from 8 - 10 years old. Managers draft players based upon player assessment ratings and their individual team needs. Coaches focus on developing individual and team skills to field a competitive team and prepare them for the Majors Division.

Fall Season: A and AA divisions will be combined. A rules will be instituted for September and will switch to AA rules for October. The only exception is that a 3 run limit per inning will be used for the full Fall Season.

### AA Player Skill Goals

1. Continued focus on good sportsmanship and team play!
2. Batting skills development including proper stance, pitch selection, bunting, and reading signals.
3. Increased development of catchers (signals, blocking, pass balls, making the throw from home to second, good throws back to the pitcher on the mound and when the pitcher is covering home plate) as the importance of position increases at this level.
4. Pitching emphasis on good mechanics, injury prevention (ice).
5. Develop base running skills for situational play, including proper sliding technique.
6. Fielding emphasis on getting behind the ball and setting up the throw, getting the ball to the correct position for the out or to keep the runners from advancing.
7. Develop tracking skills for catching fly balls and arm strengthening practice (long toss).

**Umpires:** An umpire will be used for AA games. If a League designated umpire is not available:

- Home Team: Provides a home plate umpire.
- Visiting Team: Provides a field umpire.
- Managers will designate umpires early in the season, and contact the league Umpire-in-Chief for appropriate training.

Players can sit on the bench for only one inning at a time. Players can play in-field or outfield for only two consecutive innings (example: If a player plays 2 consecutive innings in the infield, he must then be rotated to an outfield position, or to the bench. If he is placed on the bench, he can return to the

game in an outfield or infield position). Infield positions are: 1st base, 2nd base, 3rd base, and shortstop. Pitcher and catcher are not considered infield positions for the purposes of the rotation rule.

## GENERAL RULES

1. Delaying tactics are unfair and reflect poorly on the offending coach.
2. Players who attend practice cannot sit on the bench for 2 consecutive innings.
3. Players can sit on the bench for only one inning at a time. Players can play in-field or outfield for only two consecutive innings (example: If a player plays 2 consecutive innings in the infield, he must then be rotated to an outfield position, or to the bench. If he is placed on the bench, he can return to the game in an outfield or infield position). Infield positions are: 1st base, 2nd base, 3rd base, and shortstop. Pitcher and catcher are not considered infield positions for the purposes of the rotation rule.
4. **Umpires:** An umpire will be used for AA games. If a League designated umpire is not available:
  - a. Home Team: Provides a home plate umpire.
  - b. Visiting Team: Provides a field umpire.
  - c. Managers will designate umpires early in the season, and contact the league Umpire-in-Chief for appropriate training.

## OFFENSIVE RULES

1. There is a 5 Run limit per inning. (**Blue Book, Rule 5.04**)
2. Use a Continuous Batting Order (Read the **Blue Book, Rule 4.04**)
3. A batter is **automatically out** on a dropped 3rd strike. Runners may advance at their own risk.
4. Infield fly **will not** be in effect for AA games.
5. Stealing of 2nd or 3rd is permitted. A runner stealing from 1st to 2nd may not advance to 3rd on an error or overthrow.
6. Stealing of home is not permitted. This includes wild pitches, passed balls, or overthrows from the catcher back to the pitcher. If a runner on 3rd base is leading after a pitch and the catcher, pitcher, or other player throws the ball to 3rd, the runner is still not permitted to steal home. If the runner safely makes touches home, they will be sent back to 3rd base.
7. The play is live until the ball is in the possession of the pitcher and is on the pitcher's mound.

8. The 3<sup>rd</sup> through 6<sup>th</sup> innings will be full player pitch with walks.
9. Playoffs in the AA division will consist of all full player pitch innings.
10. The 1<sup>st</sup> and 2<sup>nd</sup> innings will be player pitch with coach assistance for no walks.
11. Player pitch with coach assistance for no walks.
  - a. After ball four, the play is still live and base runners may advance at their own risk.
  - b. The offensive coach may only enter if the play is dead (see rule 7) and time is granted by the umpire.
  - c. Pitches will be delivered overhand, **underhand pitching is not permitted**.
  - d. Coaches are required to pitch with both feet on the pitcher's mound at all times (unless avoiding contact with a batted or thrown ball).
  - e. The pitcher's mound is defined as the circle of dirt surrounding the pitching rubber (pitcher's plate) or where there is no grass infield, the raised ground surrounding the pitching rubber (pitcher's plate).
  - f. The batter will keep the number of strikes they had when ball four occurred.
  - g. The coach will pitch to the batter until a ball is put into play or strike three, whichever occurs first.
  - h. The offensive coach must make every effort to stay out of the play avoiding contact with the ball or a fielder.
  - i. If the umpire determines this condition was not met, the ball is ruled dead and the batter is awarded first base. Only those base runners forced to advance due to the batter being awarded first base may advance in this situation.



## SKILL & CONCEPT OBJECTIVES

- Fundamental Baseball Skills
- Position Specific Skills & Plays
- Baseball Rules & Regulations
- Introduction to Baseball Strategy

AAA Division players usually range in age from 9 - 11 years old. All players on the team bat. Managers draft players based upon tryout ratings and their individual team needs. Coaches focus on developing individual and team skills to field a competitive team and prepare them for the Majors Division. Players attending practice and present at the start of the game will not be benched for two consecutive innings.

Fall Season: AAA and Majors will be combined in the Fall. The AAA rules will be instituted for September and will switch to Majors rules for October.

### AAA Player Skill Goals

1. Continued focus on good sportsmanship and team play!
2. Batting skills development including proper stance, pitch selection, bunting, and reading signals from Manager/Coach.
3. Increased development of catchers (signals, blocking, pass balls, making the throw from home to second, good throws back to the pitcher on the mound and when the pitcher is covering home plate) as the importance of position increases at this level.
4. Pitching emphasis on good mechanics, injury prevention (ice), and development of pitching variety (fastball, change-up, location).
5. Develop base running skills for situational play, including proper sliding technique.
6. Fielding emphasis on getting behind the ball and setting up the throw, getting the ball to the correct position for the out or to keep the runners from advancing.
7. Develop tracking skills for catching fly balls and arm strengthening practice (long toss).

Players can sit on the bench for only one inning at a time. Players can play in-field or outfield for only two consecutive innings (example: If a player plays 2 consecutive innings in the infield, he must then be rotated to an outfield position, or to the bench. If he is placed on the bench, he can return to the game in an outfield or infield position). Infield positions are: 1st base, 2nd base, 3rd base, and shortstop. Pitcher and catcher are not considered infield positions for the purposes of the rotation rule. Pitchers may pitch up to their age-based pitch count specified in the Green Book.

## OFFENSIVE RULES

1. There is a 5 Run limit per inning. (**Blue Book, Rule 5.07**)
2. Use a Continuous Batting Order (Read the **Blue Book, Rule 4.04**)
3. A batter is automatically out on a dropped 3rd strike. Runners may advance at their own risk.
4. Infield fly will not be in effect for AAA games.
5. Stealing of 2nd, 3rd, and home are permitted. This includes passed balls and wild pitches. The runner may take one extra base on an error or overthrow.
6. **Blue Book Rule 7.13** will be slightly modified. For the purpose of this rule, the pitcher must be in the dirt area of the mound, not necessarily on the rubber (pitcher's plate). When the pitcher has possession of the ball and is on the mound, runners may not advance. The catcher does not have to be in position.
7. Intentional walks are not permitted (Lower Loudoun Little League modified from **Blue Book Rule 6.08**).



## MAJORS

### SKILL & CONCEPT OBJECTIVES

- Position Specific Skills & Play
- Advanced Baseball Strategy
- Introduction to Strength & Conditioning

The Major League Division is for advanced skill level players and is more competitive than the Minor Leagues. Ages: 11 to 12-years old. However, 10 year old players may be included in this league to fill a limited number of roster spots.

Fall Season: AAA and Majors will be combined in the Fall. The AAA rules will be instituted for September and will switch to Majors rules for October.

#### Majors Player Skills and Goals:

1. Develop batting mechanics (bunting, driving, making adjustments to speed) and pitch selection.
2. Develop accurate throws from outfielders to the proper cutoff person.
3. After fielding the ball, knowing where to make the throw and getting it there. Develop fielding strategies based on skills.
4. Reading signals from Coach/Manager and implementing directives.
5. Arm strengthening and accuracy through practices (long toss).
6. Working as a team to get outs.
7. Pitching emphasis is to continue developing pitch variety with good mechanics (fastball 2 seam/4 seam, and change-up) and injury prevention/arm care.
8. Catcher skills include developing pitch calling skills, accurate throws to all bases, minimizing passed balls, etc.
9. Good sportsmanship!

### MAJOR LEAGUE RULES

1. Read the **Blue Book, Rule 1.08 (Note 2)**. Only the lead-off batter is permitted to be in the on-deck position. The on-deck position is behind and off to the side of the current batter at the plate.
2. On illegal pitches, no warnings will be issued. A BALL will be charged to the pitcher, unless a play follows the illegal pitch. (**Blue Book Rule 5.09C**)
3. Use a Continuous Batting Order (Read the **Blue Book, Rule 4.04**).

4. Read the **Blue Book, Rule 6.05 (b)(2)**. A batter is out when a third strike is not caught by the catcher when first base is occupied before two are out.
5. Players can sit on the bench for only one inning at a time.

## SNACK BAR

1. Major's managers are required to schedule a snack bar training session for your team prior to the beginning of the season.
  2. Two representatives must be in the concession stand during the game, one from each team. It is recommended to have two from each team scheduled to work half of the game, with the person who opens and closes posted on the schedule for that team.
  3. It will be the responsibility of the people opening the snack bar to prep and work the first three innings. Managers will have a key and open the door at least 30 minutes prior to the game.
  4. It will be the responsibility of the people closing the snack bar to work the last three innings and cleanup/close the snack bar.
  5. If a designated team representative is unable to work a shift, it is their responsibility to arrange for proper coverage, otherwise the **team's manager** is responsible.
  6. For Major League teams, a fee designated by the League will be assessed at the beginning of the season so that the players will have available a post-game snack of a hot dog and soda. This fee will also cover the cost of the coaches' snack. Any checks should be made out to Lower Loudoun Little League (LLLL). All the money collected for this League tradition should be dropped in the drawer at the snack bar in an envelope with your team and manager's name.
  7. The following guidelines will be posted and followed by all volunteers while working in the snack bar.
    - Hands must be washed prior to working as well as after returning from the restroom
    - It is suggested that protective gloves be worn by all persons in the snack bar handling UNWRAPPED food (i.e. Hot dogs, Popcorn, nachos, chili and cheese pizza and snow cones).
    - No persons under the age of 16 will work at the snack bar.
    - All food will be inspected for spoilage. If there are any questions, dispose of the food immediately.
    - All trash will be emptied before closing for the night.
- Please report any problems or safety issues in the snack bar to a member of the Snack Bar Committee or the League's Safety Officer.

## MANAGERS (ALL LEVELS)

### OBJECTIVE

1. The objective of Lower Loudoun Little League shall be to implant firmly in the children the ideals of good sportsmanship, teamwork and fair play. It also provides them a healthy activity under good leadership so children become good and decent citizens. Baseball played with this objective will produce well adjusted, stronger and happier children. They will grow them to become good, healthy citizens.
2. Manager shall keep in mind that the attainment of exceptional athletic skill or the winning of games is secondary. The molding of future citizens while having fun playing baseball is the main objective.

### GENERAL RULES

1. BE PROMPT & PREPARED – Begin and end practices when you say you will. Remember that you affect 12 to 15 other schedules if you don't. If you are prompt, then you can expect your parents to be prompt also.
2. TEAM MEETING: Managers will hold a meeting with the Parents, Players and Coaches before the first practice. They will discuss:
  - a. League's Code of Conduct
  - b. Little League Rules, House rules, and your rules
  - c. League's safety plan
  - d. Player Conduct Guide and Parents Conduct Guide
  - e. Skill & concept goals for the kids, primarily at Minors and below
  - f. Medical Release Form, identifying any medical conditions
  - g. League fundraiser responsibilities
  - h. Parent support to the league, (i.e. volunteers, umpires, snack bar, field maintenance)
  - i. Practice/game attendance & schedules
  - j. Carpools, drop-off and pick-up policy (varies with the age of the player)
  - k. Tobacco and Alcohol – The use of tobacco or alcohol is forbidden by ANY participant (manager, player, spectator, or umpire) at Lower Loudoun Little League athletic events.
  - l. Pets: No pets are allowed at any field to include all observation areas (including practice).
  - m. Bats: Managers should review the list of legal bats with the parents.

3. **SPONSORS** – All managers are required to deliver the team picture/plaque to their respective sponsor as soon as possible. Sponsor information can be found on the llbaseball.org website.
4. **PLAYERS:** If a player has missed 3 consecutive games, the Manager must provide the Player Agent with a written reason for the player's absence within 24 hours of the 3<sup>rd</sup> missed game. If the Manager cannot contact the player, state that in the email.
  - a. Player vacancies must be reported to the Player Agent immediately
  - b. All efforts will be taken to fill a vacancy within seven days. The Player Agent does this.
  - c. No player replacements will be done for the final 14 days of the regular season, unless the team's roster falls below 9 players. (very unlikely to occur)
  - d. Only the Player Agent may move a player. Managers must receive their permission. No player shall be allowed to play on another team without approval of the Player Agent and LLLL Board of Directors.
  - e. Coach pitch, Minors, and Majors games may begin with only 8-players present on a team. In such cases, the team shall not be forced to take an out for the 9th spot in the batting order ([Blue Book](#), Rule 4.04). Additionally, the opposing team should provide a player to play in either left or right field.
5. **Sportsmanship and Conduct:**
  - a. All managers, coaches, other volunteers, players, parents and spectators are urged to read and sign the LLLL Code of Conduct that outlines the League's conduct and discipline rules. Managers should read the Safety Plan that is available under the Handouts section of the LLLL website.
  - b. The manager is responsible for the conduct of the players, parents, spectators and coaches. Any person placed on the field as an assistant coach, first, third or pitching coach should be made aware of the rules, all the requirements of proper instruction and displays good sportsmanship at all times.
  - c. Parents of the players should show good sportsmanship at all times.
  - d. Questions regarding rules are allowed, but arguments over judgment calls are not allowed.
  - e. Arguments with or verbal abuse of umpires WILL NOT BE TOLERATED.
  - f. Parents and spectators may not be ejected by an umpire. However, an umpire may suspend play until a manager corrects the parent's behavior.
  - g. If an unruly spectator gets out of control, the Sheriff's Office should be contacted.
  - h. Should a manager be unable to control a situation, they should seek a member of the Lower Loudoun Little League Board for intervention. While this may not be possible during a game, call a Board member after the game.

- i. The manager must notify the LLLL President of any ejections (player, manager or coach). This must be done within 24 hours.
- j. [Blue Book](#), Rule 9.05: The umpire is required to submit, in writing, the reason for the ejection.
- k. Any manager or coach heard encouraging his/her players to intentionally harm another player is subject to ejection.
- l. [Blue Book](#), Rule 4.07: Any player or manager ejected from a game will leave the field immediately and take no further part in that game. The ejected person may not sit in the stands. They must leave the game site.
- m. Umpires occasionally make mistakes. However, the umpire's judgment is final. Questions regarding rules are allowed, but arguments over judgment calls are not allowed. Should there be any comments regarding the conduct of an umpire, they should be addressed to the Umpire-in-Chief of Lower Loudoun Little League or the appropriate Commissioner.

## PRE-GAME

1. Game Balls: Home team provides two new game balls to the umpire at the Plate conference. Coach pitch home teams are to provide eight (8) balls with at least 2 being new and should not use the plastic-coated balls. For coach pitch, if both managers agree, teams have the option to use their own game balls.
2. If the managers from either team realize in advance that they will have trouble fielding a team, they should contact their respective Commissioner and the League Player Agent. The Player Agent can make a pool of guest players that are available to pull from to get the game in. As a last resort, the Commissioner shall attempt to reschedule the game, taking into consideration team and field availability. The Commissioner will notify the Chief Umpire.
3. Both managers designate someone to keep a scorebook. The Home team (Coach Pitch and above) keeps the official scorebook.
4. When your team plays at a field with a snack bar, one adult from each team is to be in the snack bar for the entire game. It is suggested that you set up a schedule to spread this obligation out among all players' parents. It is the manager's responsibility to see that someone is in there, and if no one can be found, then the manager or coach must assume the obligation.

## FIELD PREPARATION AND CLEAN-UP

1. The home team is responsible for preparing the field prior to the warm-up period of each game (35 minutes prior to game time). Preparation will include all actions necessary to make each game a safe and enjoyable experience. Preparation includes installing bases, lining fields, repairing holes, preparing the pitching mound, raking any rough spots on the infield, hosing

- down the infield (if available), and any reasonable repair/preparation required. Field preparation must be fully completed prior to the warmup period.
2. In the event of inclement weather, both teams will be responsible for field preparation.
  3. Each team must remove all trash from the field and dugouts after each game and practice. Both teams for the last scheduled game of the day shall empty the trash can(s) with the trash bags provided in the shed or lock boxes.
  4. Visiting teams are responsible for filling in holes, repairing pitching mounds, and raking rough areas on the field after *each* game, including Saturdays.
  5. Any team practicing on a field prior to a game must leave the field in playable condition at least 1 hour prior to game time, by filling in all holes, repairing the pitching mound, raking rough areas, etc. All teams will repair the field after *each* practice.
  6. Managers shall ensure that all trash is picked up in and around the field, dugouts, stands, and viewing areas prior to leaving the field.
  7. The visiting team of the last game (or practice) of the day has the added responsibility to ensure that:
  8. Bases must be pulled and plugs must be installed.
  9. Equipment is properly stored.
  10. Fields and mounds dragged and/or raked (with dirt and drag work **ONLY** to be completed by those properly trained).
  11. Waste cans emptied and new liners re-installed.
  12. Any field lights turned off and boxes/sheds/gates locked.
  13. Every team that has a scheduled game on Saturday, after or when it has rained the night before, **must have a Manager/Coach at the field (no later than 7:00 a.m.) for preparation.** Any team not having a representative will be subject to having their game moved to another field, or possibly rescheduled.
  14. Powered machines used for field maintenance (i.e. Dragging and mowing) require authorized training prior to use. Failure to receive proper training will result in penalties to the offending individual.

## PRE-GAME WARM UP

1. The Home team shall take the field 35 minutes prior to the game for infield/outfield practice; the Visiting team shall have the batting cage at this time, as applicable
2. The Visiting team shall take the field 20 minutes prior to the game; the Home team shall have the batting cage at this time, if applicable.

3. Managers will have a Plate conference 5 minutes prior to the game.
4. If the field is not available 35 minutes prior to the start (i.e.: another game runs late), then the teams will split the time remaining in half. (Example: The preceding game ends at 1:30 and your game is scheduled for 2:00. Each team gets 12 minutes to warm-up. The Plate conference will begin at 1:55.
5. Batting practice is not allowed on the game field prior to games at Jeff Cobb, Jack Jennings, Pioneer, Claude Moore and Foltz Fields.
6. Play catch (warm-up) in the outfield and sideline areas beyond the bases.
7. Do not Bat balls against any field fence (games or practices).

# LLLL DISCIPLINARY POLICY

## 1.0 Purpose

To provide guidance to all Members of Lower Loudoun Little League (“League”) for the procedures for Disciplinary Review and Action as it relates to violations of the League’s Code of Conduct Policy. The Disciplinary Policy (“Policy”) establishes the due process by which discipline, if deemed necessary, will be administered by the Lower Loudoun Little League Board of Directors as defined by the Lower Loudoun Little League Constitution.

## 2.0 Expectations

Lower Loudoun Little League is committed to providing an environment in which all individuals are treated with respect. The League supports equal opportunity and prohibits discriminatory practices. Our Members, Managers, Coaches, Parents, Umpires and others are expected to conduct themselves at all times in a manner consistent with the mission of Little League International and the League. Members are thus expected to fulfill certain responsibilities and obligations, including but not limited to, complying with the policies (such as the Code of Conduct), and rules and regulations of the League.

## 3.0 Scope

All League Members are subject to the Code of Conduct and the Discipline Policy. Categories of Members shall include but may not be limited to Board of Directors (“Board”), Managers, Coaches, Players, Parents, Volunteers, and Officials (Umpires, other). Anyone partaking in a Lower Loudoun Little League activity that commits an act of aggressive, inappropriate, or unacceptable behavior shall be subject to the Discipline Policy and may be subject to Disciplinary Action which at minimum may consist of a warning and at maximum may result in permanent suspension from Lower Loudoun Little League Membership.

## 4.0 Responsibilities

The Board of Directors shall appoint a Disciplinary Committee (“Committee”) of no less than 3 members and no more than 7-members which shall review all complaints that may be subject to Disciplinary Action. Should a complaint be made against or directly involving a member of the Committee, the President shall appoint a temporary replacement for the review and hearing of the complaint.

## 5.0 Forms Used

All members of the League shall sign, submit, and adhere to the Code of Conduct. The Code of Conduct shall list some of the types of violations that if were to occur, would result in a complaint review by the Committee and possible Disciplinary Action.

## 6.0 Incident Report

A completed Incident Report, outlining the proposed violation of the Code of Conduct, shall be submitted to the Committee as part of the complaint (see 6.0 Procedures below).



### 6.1 Procedures

Complaints must be communicated to a Board Director(s) or a Division Director. The initial complaint may be made verbally, however, in order to review for potential discipline resulting from a proposed violation of the Code of Conduct a written Incident Report must be completed and submitted (on the League website link) by the complainant(s) within 72 hours of the incident. Board Directors, Division Directors, Managers, Coaches, Parents or other participants (spectators, other) all have the ability to file complaints by submitting an Incident Report. Anonymous complaints shall not result in formal discipline.

All complaints that are received by a Board Director(s) shall be forwarded to the President. In the event the complaint is against the President, the complaint shall be forwarded to the Vice President who will temporarily act as the President in the matter of the complaint. The President shall then inform the Disciplinary Committee Members of the complaint and refer said complaint to the Committee for review.

### 6.2 Review

The review process shall be conducted as expeditiously as possible.

- The Committee shall first meet to review the completed Incident Report. At this point the Committee shall proceed as follows:
- Notify the complainant of the receipt of the Incident Report by the Committee.
- Determine that the issue does not require further action.
- Make a recommendation to the President of a verbal warning. Verbal warnings do not require further review and approval by the Board of Directors.
- Determine that an investigation and probable hearing is required.

If a formal investigation and hearing is required:

- The Committee shall select one or more members of the Committee to investigate the complaint by gathering as much information as possible regarding the incident and returning to the full Committee with the information collected. This may or may not include conducting phone calls, interview collecting email accounts from eye witnesses or others that may have seen or are aware of the incident.

### 6.3 Hearings

Hearings shall be conducted privately and confidentially in an informal but orderly fashion. The person who is subject of the hearing shall have the right to attend the hearing where all the information gathered shall be presented and is to be considered by the Committee. The subject of the hearing shall have the right to present evidence. Once all evidence has been provided, the Committee shall close the hearing and dismiss all witnesses, the complainants, and the subject of the hearing if present for the hearing.

#### 6.4 Recommendation

The Committee, upon completing its review of the complaint, including the hearing, shall discuss the evidence and shall consider the following prior to making a recommendation of Disciplinary Action:

- The nature and severity of the violation.
- Whether the violation is a first offense or if other documented violations have previously occurred.
- The individual's acknowledgement of responsibility and extent of remorse.
- The age, maturity or experience of the individual.
- The individual's prospects for rehabilitation.

The Committee, upon majority vote shall present its recommendation to the President. Once the President has received the recommendation of the Committee, he/she shall present the recommendation to the Board of Directors for approval. In conformance with the Code of Conduct and the Constitution (Article III, Section 4), the Board of Directors is the sole authority that may approve and implement any Disciplinary Action. A record summary of the Discipline Action shall remain on file with the Board and in addition, a copy shall be delivered in writing to the subject(s) of the complaint.

#### 6.5 Action

The Disciplinary Committee may apply any or a combination of the following sanctions:

- Verbal Reprimand
- Written Reprimand to be held on file with League
- Request for a verbal or written apology (letter or email)
- Suspension of Manager/Coach Duties
- Suspension from attending games, practices, events, etc.
- Termination of League Membership and Expulsion from the League
- Other sanctions as may be considered appropriate for the violation

\*Note: At any point during a game, including at the official start of a game, the umpire presiding over the game may remove a Manager, Coach, Player or Spectator independent of this policy. The umpire will provide a written Incident Report to the Umpire Coordinator and the Division Director who in turn will refer the incident to the President for forwarding to the Committee.

Also, Little League International rules state that any Manager, Coach, or Player ejected from a game is automatically suspended from the next game. Sanctions as a result of Disciplinary Action by the Board of Directors shall commence immediately following the vote of the Board.

#### 7.0 References (LLLL Constitution, Bylaws)

Little League International

Lower Loudoun Little League Constitution

Lower Loudoun Little League Bylaws & Local Rules Lower Loudoun Little League Code of Conduct

**8.0 Related Procedures**

The Committee shall annually review the Policy for effectiveness and appropriateness and shall make recommendations to the Board of Directors to amend as needed.

**9.0 Records**

All correspondence related to a membership complaint, disciplinary action, or Code of Conduct violation, shall be considered privileged information to the Board and shall remain Confidential.

## Little League Pledge

I TRUST IN GOD. I LOVE MY COUNTRY AND WILL RESPECT ITS LAWS. I WILL PLAY FAIR AND STRIVE TO WIN. BUT WIN OR LOSE I WILL ALWAYS DO MY BEST.



## **The Little League Parent & Volunteer Pledge**

I will teach all children to play fair and do their best. I will positively support all managers, coaches and players. I will respect the decisions of the umpires. I will praise a good effort despite the outcome of the game.