**Quick changes or league information for your league on the following pages:** (this will only take 10 to 20 minutes***) SAFETY PLANS ARE DUE BY February 15, 2025***.

 Page 1: Add your league name and league ID. (Utilize the “Replace” function in Microsoft Word and type in “your LL name” and replace with your actual league name to make most changes at once.)
Page 3: Add your league name and 2025 board of directors contact information
Page 4: Add Emergency phone numbers, hospitals, and neighboring Quick Care Centers.
Page 8: NEW 2025 Abuse Awareness Training. Needs to be done by volunteers annually Sept 30 to Oct 1.
Page 10: Add the league’s training dates, times and location.
Page 12: To answer a frequent question… *League’s that do not have a concession area still need to include requirement 9. Please leave it in.*
Page 14: Add League Safety Officer information.
Page 19: Requirement 14… Leagues are required to submit player, manager, player data for final approval on all Safety Plans. Please upload your rosters by March 24, 2025, to qualify for the early incentive deadline!
Page 19: Requirement 15 Little League will require leagues to answer survey questions during the upload process in the Data center.

**Now that you have the league’s safety manual completed**… (this will take 10-15 minutes)
1. Print out a copy to use as reference.
2. Go to the Leagues DATA Center. (League Safety Officers your league President should have sent you log on access)
3. Start the upload process. It will prompt you for page numbers and training dates.
4. Answer the two questions required in requirement 15.
5. Click on the league’s facility survey (5 pages) review it, make any changes, save it, and submit! BAM you are done!
REQUIREMENT 14: Safety plans are not fully approved until the player registration and rosters have been uploaded. This will be needed to complete the last requirement so please make sure your player agent uploads rosters. Please follow up with the league’s player agent and verify that he/she is uploading player and volunteer registrations after every signed update.  **The due date is March 24, 2025, for the early incentive** or by ***APRIL 7, 2025.***

**Background Checks:** Please make sure the league’s JDP account is set and ready to go. All the leagues should have background checks on the board members done by now. Please follow up and make sure this has been done.
**Abuse Awareness Training:** Volunteers are required to complete Abuse Awareness training each year.
**NEW for 2025** Little League has launched the new Little League Abuse Awareness Course, available for all volunteers to complete at [www.LittleLeague.org/AbuseAwareness](http://www.LittleLeague.org/AbuseAwareness)
This course, which serves as a replacement for the programs previously available through third-party organizations like USA Baseball, is custom to the Little League program and provides an easier learning experience for volunteers. This course is required to be completed by all volunteers each year.
**Concussion (Sudden Cardiac Arrest) Policy:** Each state has one. Please check your state’s current concussion laws. Little League offers links to each state [https://www.littleleague.org/player-safety/concussions-youth-athletes/](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Furldefense.com%2Fv3%2F__https%3A%2Fwww.littleleague.org%2Fplayer-safety%2Fconcussions-youth-athletes%2F__%3B!!Cz2fjcuE!guFiLXdgmMDTX5nEgGS0fNbH8jdbB_1iJLx18LnBdaIaGTDooiySZTrdegey0b6VoXWqcPK_sLIE5f5V%24&data=05%7C01%7C%7Cacbb582890ec4d6861d708dab16e271d%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638017383924836414%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=nZ24QMe73N1qzm2r1p5CTvPvu%2BO0yiGIZNXW60KbZJI%3D&reserved=0)
**Concussion Training:** This is mandatory for all volunteers to do complete. CDC has free on-line class that takes about 25 to 30 minutes. It is a state law. It is a requirement of all volunteers to do. The league is required to keep a copy of the volunteer’s certificate on file. I attached my completion certificate for reference. Two web links are below. [https://www.cdc.gov/headsup/youthsports/training/index.html](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Furldefense.com%2Fv3%2F__https%3A%2Fna01.safelinks.protection.outlook.com%2F%3Furl%3Dhttps*3A*2F*2Fwww.cdc.gov*2Fheadsup*2Fyouthsports*2Ftraining*2Findex.html%26data%3D04*7C01*7C*7C49c6b2f939b0458cf8d508d9d3916b65*7C84df9e7fe9f640afb435aaaaaaaaaaaa*7C1*7C0*7C637773443791662399*7CUnknown*7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0*3D*7C3000%26sdata%3DK7f95QmbraB3zdko62HjrXYQmHX2JX1WJV6msVwuueE*3D%26reserved%3D0__%3BJSUlJSUlJSUlJSUlJSUlJSUlJQ!!Cz2fjcuE!guFiLXdgmMDTX5nEgGS0fNbH8jdbB_1iJLx18LnBdaIaGTDooiySZTrdegey0b6VoXWqcPK_sJLxlIkl%24&data=05%7C01%7C%7Cacbb582890ec4d6861d708dab16e271d%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638017383924836414%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=yPFldj90ktqMt1LLc7aSb50DcnQEe2rBEGNsRc0QHeo%3D&reserved=0)
[https://www.train.org/cdctrain/course/1089818/](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Furldefense.com%2Fv3%2F__https%3A%2Fna01.safelinks.protection.outlook.com%2F%3Furl%3Dhttps*3A*2F*2Fwww.train.org*2Fcdctrain*2Fcourse*2F1089818*2F%26data%3D04*7C01*7C*7C49c6b2f939b0458cf8d508d9d3916b65*7C84df9e7fe9f640afb435aaaaaaaaaaaa*7C1*7C0*7C637773443791662399*7CUnknown*7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0*3D*7C3000%26sdata%3Dwn3UU27B*2B0*2F10byHN67smIb8BrUN1VAbxUuGFvxXVD8*3D%26reserved%3D0__%3BJSUlJSUlJSUlJSUlJSUlJSUlJSUl!!Cz2fjcuE!guFiLXdgmMDTX5nEgGS0fNbH8jdbB_1iJLx18LnBdaIaGTDooiySZTrdegey0b6VoXWqcPK_sLojE6m-%24&data=05%7C01%7C%7Cacbb582890ec4d6861d708dab16e271d%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638017383924836414%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=mm7DLUu1i0KNoEuQ8cgOhgpmnRLsxfs6%2BcHygKdE9Bk%3D&reserved=0)
**Little League Diamond Leadership Training:** All managers and coaches are required to have this training completed. <https://www.littleleague.org/diamondleader/>