



**Dutton/Dunwich Minor Ball  
Coach Information Package  
2024 Season**

## Part 1 - Introduction

This package is intended to provide some basic background information for all coaches and team managers specific to Dutton/Dunwich Minor Ball and the 2024 season. This will be updated each year, prior to the season and distributed to all coaches and team managers.

## Part 2 - Board Contacts

<b>Role</b>	<b>Name</b>	<b>Email</b>	<b>Phone Number</b>
President ORSA/OASA & Four Counties Rep	Lynda Drummelsmith	ldrumm7@hotmail.com	519-673-8512
Vice-President/LDHA Lead	Jen Drummelsmith	registrar@duttonroyals.com	
Registrar House League Lead	Jen Drummelsmith	registrar@duttonroyals.com	
Secretary	Maryjo Tait	secretary@duttonroyals.com	519-282-7602
Treasurer	Amanda Hull	aford6218@hotmail.com	
Bingo Chair	Melissa Green	white.melissa070779@gmail.com	
Director of Hardball & Coach Development/Hardball Umpires/WCBA Rep	Rob Tait	cometscoachRob11@gmail.com	519-318-2773
Equipment Coordinator	Gerald Hall	ghall@duttondunwich.on.ca	
Uniforms/Jerseys Director	Joanne Galloway	jorodgers2@hotmail.com	
Director at Large	Nigel Simpson	nigelwaynesimpson@gmail.com	
Director at Large/Fastball Umpire Booking	Jamie McCaffery	jamie.mccaffery8@gmail.com	519-630-7966
Director at Large/LCBA REP	Daniyel McLellan	d.bint@hotmail.com	
Director of Special Events	Colette Tobias	colettemtobias@gmail.com	
Volunteer Coordinator	Leah Thompson	colettemtobias@gmail.com	

## Part 3 - Leagues

### House League

Our U3 - U7 house league players will play just in Dutton. Jen is the lead for this league.

### Fastball

Our 2024 4-Pitch teams are part of the Four Counties League. Lynda is our contact for the Four Counties League.

Our U11 Girls Fastball will be playing with the Lambton Central Girls League. Daniyel is the league contact.

#### Junior Mens/U20

Our Junior Men's team is part of the South Middlesex Fastball League.

#### Harball

In 2024, our U9 - U15 hardball teams are part of the Western Counties Baseball Association (WCBA).. Rob Tait is our league contact for WCBA.

U18 Hardball is playing with the London District Baseball Association. Jen is the league contact.

## **Part 4 - Bench Staff**

All coaches are required to complete a Vulnerable Sector Screening Check. Please contact the Registrar, Jen, to submit your completed check or obtain the letter that is required to submit your check.

For travel teams, it is highly recommended each team includes a Team Manager to oversee things like collecting jerseys, coordinating team events, and acting as the organizational contact between the team coaches, parents, and DDMB. Please submit the name of your Team Manager to the Registrar at the start of each season.

## **Part 5 - Team Communication & Expectations**

#### Team Communication

For 2024, we are using a new website system which provides a team calendar for each team and the Sportheadz app. This allows parents/coaches a location to track player's attendance to plan for practices and to ensure you have enough players for a game. The Registrar will provide team lists with emails to all coaches & team managers.

House League is primarily managed by the Registrar, however if any coach wishes to communicate directly with their team, please contact the Registrar.

#### Team Expectations

Travel Teams are encouraged to hold a beginning of season parent & player meeting to set expectations with parents/players on attendance, conduct at games, communication, etc. Coaches are also expected to outline the 24-hour rule (wait 24 hours before lodging a complaint) to all parents/players.

## **Part 6 - Equipment**

Each coach is provided with a team bag, which at a minimum includes batting helmets, catching equipment, first aid kit, and a scorebook. House League and 4-pitch do not require scorebooks. Teams will also be provided with team bats. All equipment shall be returned to DDMB at the end of the season. If any equipment is broken or misplaced, please contact Gerald.

All coaches shall also keep an inventory of their first aid kit, and contact Gerald if something is expired or used and requires restocking.

## **Part 7 - Jerseys & Uniforms**

In 2024, House League will be provided with jerseys sponsored by the Egg Farmers of Ontario. House league players keep their jerseys.

Travel Teams (4-Pitch, U11 Fastball, U9 - U18 hardball) jerseys are on loan from the DDMB and must be returned at the end of the season. Team manager required to track who has borrowed which jersey and to ensure they are all returned at the end of the year.

Pants, belts, and socks are not provided by DDMB but are encouraged as part of the travel team uniforms. From time to time, DDMB may have access to reduced price items, which we will make available to our teams.

For coaches wishing to borrow a jersey to match the team, please contact Gerald. If we have them available, we will try our best to accommodate the request. All coach jerseys shall also be returned at the end of the season.

## **Part 8 - Scheduling**

### Booking a Practice

DDMB assigns weekly game nights for each team at the start of the season. In 2024, we are using our website to display Open Diamond Times that are available for booking practices. This calendar shows all the available diamond times that have not been assigned to a team and are available on a first come first serve basis.

It is the coach's responsibility to ensure the diamond you are using for practice has been booked for your team. As a courtesy, if you are booking an early practice (i.e. 5PM), please try not to book it prior to a scheduled game for another team, as this will disturb the diamonds prior to their game. Please refer to the association calendar for all booked games.

### Canceling A Game/Practice

***If you, as the coach, are making any changes to your schedule - please notify***

***[schedules@duttonroyals.com](mailto:schedules@duttonroyals.com)*** Unless in the example of Diamond conditions/inclement weather - if your game is canceled your home diamond time is still assigned to your team. If you are canceling a practice, please notify us in advance as much as possible so your time can be made available for booking by another team.

***Home Diamond Conditions*** - The Municipality will make the call if the diamonds are unplayable based on weather (e.g. rain). Although the diamonds are set up to be well-drained, occasionally games/practices might need to be canceled to protect the diamond. Every effort will be made to cancel at a minimum up to two (2) hours before the scheduled game/practice. The Municipality contacts DDMB and the coaches will be notified.

***Not Enough Players*** - If you have to cancel a game because you do not have enough players, umpires require 24 hours notice. Less than 24 hours notice, in this situation, requires us to pay the umpires in full. If the opposing team cancels for the same reason, with less than 24 hours notice, please inform the Registrar asap so that the league can be notified for cost covering steps.

***It is the responsibility of the coaches/team manager to contact the parents of your team as well as the coaches/team managers of the opposing teams to notify them of the cancellation. Each team has been provided with a league/contact sheet.***

### Rescheduling a Game/Practice

Always refer to the league policy for rescheduling league games. If the league allows, games can be rescheduled between coaches, as long as the home Dutton coach ensures the Diamond is available. Please email [schedules@duttonroyals.com](mailto:schedules@duttonroyals.com) to notify of all rescheduled games so umpires can be secured and team calendars can be updated.

## **Part 9 - Game Day Operations**

### Diamonds

The Municipality of Dutton/Dunwich may line the diamonds in advance of a game as a courtesy to DDMB. You are expected to remain off diamonds which have been lined for games. If this is unavoidable, do NOT change the base or pitching distances and, you are expected to refresh the lined diamonds.

If there is a team playing a game after your game, coaches should consider requesting parent volunteers to help line the diamonds for the team after. This activity is eligible for volunteer hours, please have your parents submit their hours to the Volunteer Coordinator.

### Scoreboard

If you are on Diamond 1, you may wish to use the electronic Scoreboard. Please contact Lynda or Maryjo for training on the scoreboard.

### Umpires

Once team schedules are finalized, DDMB looks after securing umpires for games.

### Scorekeeping during Games

Each team is provided with a scorekeeping book. Bench staff may wish to keep score during games, however you may also designate a reliable parent to keep official score during the game.

### Pitch Counts (U11+ Hardball)

Each team is provided pitch count sheets. Bench staff may wish to keep pitch counts, however you may also designate a reliable parent to keep official score during the game. Bench staff should set expectations with whomever is keeping the pitch count to notify the coach to ensure the pitcher does not go over.

## **Part 10 - Year End Fun Days & Tournaments**

Year-End tournaments/fun days are often organized by the league the travel teams belong to. Travel teams may opt to enter additional tournaments. Additional fees for entering tournaments are the responsibility of the team/parents, and are not covered by DDMB.

House League Year-End Fun Day is organized and hosted by DDMB in Dutton.

## **Part 11 - Sons of Scotland Park Requirements**

Most travel team coaches have received an equipment room & washroom key for 2024. Please only open these doors if you are accessing the equipment room or washroom. For years, there have been problems of the washrooms being destroyed and not treated well by park goers (not necessarily our ball players) so it is very important if you unlock the washrooms, you open them.

If your team is practicing/playing before another team, coaches shall check in with the later coach to ensure they are aware the washrooms and/or equipment room are unlocked and need to be locked.

If upon unlocking a washroom, you notice any damage or the washrooms are not clean, please contact the Registrar. If there are any major emergent issues noted while at the park, please contact the Roads Department, after hours at 519-762-2748, and send an email to [ddsoftballa@gmail.com](mailto:ddsoftballa@gmail.com) so we can track these issues.

## Part 12 - Cancellation Policy

It is the policy of Dutton/Dunwich Minor Ball the following timelines be adhered to at all times:

- Adverse weather cancellation - minimum two (2) hours before games
- Misc. cancellation - 24 to 48 hours notice

Games and/or practices can be cancelled by the Municipality, Dutton/Dunwich Minor Ball, or by coaches.

## Part 13 - Adverse Weather - Cancelling of Practices/Games

### Home Diamond Conditions

The Municipality will make the call if the diamonds are unplayable based on weather (e.g. rain). Although the diamonds are set up to be well-drained, occasionally games/practices might need to be canceled to protect the diamond. Every effort will be made to cancel at a minimum up to two (2) hours before the scheduled game/practice. The Municipality contacts DDMB, and we will let coaches know.

***It is the responsibility of the coaches/team manager to contact the parents of your team as well as the coaches/team managers of the opposing teams to notify them of the cancellation. Each team has been provided with a league/contact sheet.***

### Adverse Weather during Games/Practices - Lighting/Thunder

Dutton/Dunwich Minor Ball follows Softball and Baseball Ontario rules in line with Environment Canada related to Lightning:

#### **WHEN THUNDER ROARS, GO INDOORS!**

If you can hear thunder, you can get hit by lightning. Take shelter immediately. If you cannot find a sturdy, fully enclosed building with wiring and plumbing, get into a metal-roofed vehicle. Stay inside for 30 minutes after the last rumble of thunder.

Direct strikes are responsible for only 5% of lightning-related deaths and injuries. Two other types of hazardous phenomena are caused by lightning. Ground current and side flash account for 60 to 80% of lightning-related injuries and deaths. A ground current is set up when lightning hits the ground, spreads out and sends a current through a victim. Side splash occurs when lightning hits a tall object, travels partly down the object and then jumps to a nearby victim.

If there is a lightning/thunder during your game/practice:

- all individuals must **vacate the field immediately and take cover indoors.** At the Sons of Scotland Park, the Lions Dens is designated as our mustering area.
- Coaches/Umpire must discuss whether to delay the game/practice or to cancel.
- At a minimum, a delay of 30 minutes must take place.

- Coaches may use the [Canadian Lightning Danger Map \(CLDM\)](#) which is available on mobile devices to help make decisions. This map shows red areas that are most at risk of having lightning strike the ground in the next 10 minutes.
- Coaches must notify the parents whether a 30 minute delay has ensued or whether the game/practice is being canceled.
- If there is an extreme Thunderstorm Watch - all coaches are encouraged to refer to the radar and weather forecasts to monitor weather conditions.
- If there is a Thunderstorm Warning - this means a thunderstorm is either occurring or is going to occur. Coaches are asked to monitor weather as best as they are able. Occasionally the association may make the decision to cancel if needed.

### Playing in the Heat

With the heart of the summer comes warm weather. All players should come to the game with cold water and sunscreen applied.

Regardless of how warm it is, coaches and parents should all watch for signs and symptoms of heat exhaustion with players: dizziness, headache, weakness or exhaustion, tremors, muscle cramps, nausea or vomiting, or unusual heart beat. If someone has a throbbing headache, vomiting, and a rapid strong pulse, this may be a sign of heat stroke and you should call 911 right away, and help cool the person until help arrives.

Southwestern Public Health Unit and Environment Canada issue extreme heat warnings when the humidex reaches high and/or extreme levels. Please refer to the following zones for playing outside in the heat (temperatures should factor in humidity considerations, aka the humidex):

**White Zone (Humidex of 18°C - 26°C):** No special measures need to be taken, aside from regular hydration and sunscreen application.

**Yellow Zone (Humidex 27°C - 36°C):** Coaches are encouraged to take extra steps to protect players by making sure they stay hydrated and by encouraging frequent substitution during games and practices.

**Orange Zone (Humidex of 37°C - 40°C):** All measures in the Yellow Zone apply. Catchers are a particular focus, and consecutive innings of catching should generally be limited to 2 (House League). Exceptions may be made on a player-by-player basis, at Coaches' discretion, provided that player is closely monitored and staying well hydrated. The length of House League games will be modified according to the schedule below:

- House league practices/games will be reduced by 15 minutes
- 9U (Rookie) and 11U (Mosquito): games will be reduced by 20 minutes
- No changes for U13+ - parent/player discretion advised

If it is a practice day, all coaches are instructed to reduce the time of practice, to give frequent breaks and to ensure players stay well-hydrated. When within the Red Zone, the Registrar will notify coaches/parents of cancelling of all Timbits games/practices.

**Red Zone (Humidex of 41°C - 46°C)** Tee Ball/Timbits games will be cancelled at these temperatures. A notification will be sent to coaches and parents/guardians.

All measures in Yellow and Orange Zones apply to other age Divisions. Coaches will make a decision to proceed based on input from parents/guardians, and will contact their Convenor immediately to let them know of their decision.

**Black Zone (Humidex of 47°C+):** All practices and games will be cancelled and a notification will be sent to coaches and parents/guardians.

**Note:** The humidex will rise and fall depending upon time of day, amount of wind, cloud cover, etc. The above program modifications could also change throughout the course of the day. For example a 6:15 game may be in the Orange Zone, but an evening game (this year) might only be a Yellow Zone. Coaches should check the weather ahead of the practice/game and follow the appropriate program modifications.

The above are merely guidelines and it is the responsibility of parents or guardians to make the ultimate decisions as to the participation of their child in events when heat may be a factor, taking into consideration the age and physical condition of their child. Parents also have the ultimate responsibility to inform their child about playing in the heat and the need to approach it responsibly with sunscreen, proper hydration, and adequate breaks.

#### Advisories by Southwestern Public Health - Air Quality

,Southwestern Public Health Unit may release statements advising of air quality concerns for children of a certain age. The Registrar will monitor these releases, and advise on cancellations to coaches. Every effort will be made to notify of cancellations a minimum of two (2) hours before scheduled diamond times.

***It is the responsibility of the coaches/team manager to contact the parents of your team as well as the coaches/team managers of the opposing teams to notify them of the cancellation. Each team has been provided with a league/contact sheet.***

## **Part 14 - Cancellation Procedure**

Coaches/Team Managers must contact the following for all cancellations:

- Your parents/team and any team volunteers (i.e. people running the scoreboard)
- Coaches of your opposing teams if you were playing a game
- Dutton/Dunwich Minor Ball - email [schedules@duttonroyals.com](mailto:schedules@duttonroyals.com) and/or text Maryjo
  - Dutton/Dunwich Minor Ball will contact the following:
  - Lion's Club - Lynda -
  - Fastball Umpires - Jamie
  - Hardball Umpires - Rob Tait
  - League Reps as required

## **Part 14 - Rescheduling a Game/Practice**

Games can be rescheduled between coaches, as long as the home Dutton coach ensures the Diamond is available. Each coach/team manager should have a key list of their league and/or coach contacts. Ensure if you require an umpire that you contact either Jamie or Rob in order to book umpires for the rescheduled game. Please confirm umpire availability BEFORE confirming game dates/times with opposing teams.

#### Rescheduling a Game/Practice

Always refer to the league policy for rescheduling league games. If the league allows, games can be rescheduled between coaches, as long as the home Dutton coach ensures the Diamond is available.



Please email [schedules@duttonroyals.com](mailto:schedules@duttonroyals.com) to notify of all rescheduled games so umpires can be secured and team calendars can be updated.

## Part 14 - 2025 Dutton Coach Contacts - TBD

<b>TEAM</b>	<b>NAME</b>	<b>EMAIL</b>	<b>PHONE NUMBER</b>
House League	For all House League related contact - please reach out to Jen (Registrar)		
4 - Pitch Grey <i>Tuesdays 6:00 PM</i>	TBD		
4 - Pitch White <i>Tuesdays 6:00 PM</i>	TBD		
U9 Hardball <i>Fridays 6:30 PM</i>	TBD		
U11 Fastball <i>Tuesdays -7:15 PM</i>	Erika Burns		
11U Hardball <i>Thursdays 6:30 PM</i>	Rob Tait	<a href="mailto:cometscoachrob11@gmail.com">cometscoachrob11@gmail.com</a>	519-318-2773
13U Hardball <i>Wednesdays 6:30 PM</i>	Jeff Galloway	<a href="mailto:gally60@hotmail.com">gally60@hotmail.com</a>	519-495-0781
15U Hardball <i>Fridays 6:30 PM</i>	Calvin Clapdorp	<a href="mailto:clappy_15@hotmail.com">clappy_15@hotmail.com</a>	
18U Hardball <i>Fridays 8:30 PM</i>	Evan Ross Owen Stafford		226-376-0038 519-694-5524
U20 Junior Men's Fastball	Jeff Woods	<a href="mailto:rjwoods7777@gmail.com">rjwoods7777@gmail.com</a>	226-378-2650