# DYSA Youth Umpire Program Training Manual 2024



Last Updated: February 17, 2023 v1.0

# <u>Agenda</u>

#	Торіс	Duration	Presenter		
Classro	Classroom Training				
1.1	Welcome	5 min	Aaron		
1.2	Attire & Equipment	20 min	Aaron		
1.3	Umpire & Player Safety				
1.4	Pre-Game Routine				
1.5	Responsibilities (Plate vs. Field Ump)				
1.6	Tools				
1.7	Issue Resolution & Escalations				
1.8	Rules (8U, 10U, 12U+)	15 min	Aaron		
1.9	Quiz	10 min	Aaron		
Break					
On-The-Field Training					
2.1	Positioning (Plate Stance, Field Umpires)	10 min	Aaron		
2.2	Calls & Signals	10 min	Aaron		
2.3	Live Drills	90 min	Aaron /		
	<ul> <li>Plate Umpires (Group #1)</li> </ul>		Aaron		
	<ul> <li>Field Umpires (Group #2)</li> </ul>				
2.4	Closing / Q&A	10 min	Aaron		
Appendix					
3.1	Tips & Tricks	n/a	n/a		

# Change Log

v	Торіс	Date	Author	Email
1.0	Initial Draft	02/18/2022	Aaron Chin	aaronchin@gmail.com
2.0	Updates for 2023	02/17/2023	Aaron Chin	Aaronchin@gmail.com

# **Classroom Training**

### 1.1 Welcome

### • Welcome

- $\circ$  This training sessions will be three (3) hours long
- There will be a classroom component (one hour), and then practical on the field training (~two hours)
- Introductions
  - Umpire in Chief (Aaron Chin) <u>uic@davisyouthsoftball.org</u>
    - Responsible for training youth umpires, scheduling, re-scheduling, rules, interpretations, escalations, support, anything to help you be successful
  - Registrar / Scheduler (Aaron Chin) registrar@davisyouthsoftball.org
    - Schedules games and make-ups, works closely with UIC to ensure we have umps for the games
  - Junior Umpires (You)

# **1.2 Attire & Equipment**

- Attire
  - Umpire dress code (provided)
    - DYSA umpire shirt is required to be worn
  - Umpire dress code (not provided)
    - Athletic shoes (closed toed, no flip flops)
    - Athletic pants or leggings (long athletic shorts or knee length leggings are OK)
- Equipment
  - Equipment (provided) located in sheds at fields code is 1887
    - Face Mask
    - Chest Protector (If plate ump, shirt can be worn under or over chest plate.)
    - Shin Guards
    - Clicker (balls/strikes/outs/inning)
    - Plate Brush
  - Equipment (not provided)
    - Athletic Supporters (highly recommended for boys)

# 1.3 Umpire & Player Safety

- Safety is #1 job for umpire (you, coaches, players or parents)
- Well-being of umpires/YOU
  - Keep long hair out of your face
  - Ensure your gear is on properly / tighten it
  - Don't forget a water bottle
  - You will not tolerate inappropriate behavior from coaches, players or parents; give 1 warning and then ask them to leave the field
  - Need your help to uphold the Code of conduct, and League values
  - o If you get hurt, wait for the play to end, and call "TIME" (hold hands up/out) and talk to coaches

### • Well-being of players

- Ensure they have their helmets on correctly
- Ensure they are standing in the batter's box, not on the plate
- o Ensure their shoes are tied (ask everyone during time outs)
- If a player gets hurt, wait for the play to end, and call "TIME" (hold hands up/out) to check on them
- Well-being of coaches
  - Ensure they are sitting on buckets no unattended buckets during games
  - Ensure they are in the proper locations for 1st and 3rd base coaches

### • Weather & Air Quality Guidelines

• Use common sense. If questionable, talk to coaches and dugout mom.

# 1.4 Pre-Game Routine

- Set the Tone
  - Set the tone before you even begin
- Be on Time
  - o 15 min early, and arrive ready dressed to ump, ump equipment, water bottle
- Equipment Checks (optional, but recommended)
  - Bats (must have proper certification from USA Softball, ASA); no baseball bats; no dents; check tape
  - Helmets (are they safe, certified)
  - Cleats (no metal spikes, unless 14U and up)

### • Coach Meeting (at the plate)

- o 10 min before scheduled game start, ask the head coaches to meet at the plate
  - Introduce yourself
    - Ask for their names (you will need to provide if problems later)
    - Shake hands or fist bumps
  - Collect their line ups (not always needed)
  - Request the game balls (2) from the home team
  - Remind key points about the age division you are umping, for them and you, in case any rule in question or unclear
    - 8U coach pitching after four balls, no stealing, ball controlled inside 10 ft outfield line, liberal strike zone (to encourage hits off player pitcher)
    - 10U no infield fly, no dropped 3<sup>rd</sup> strike, remind the strike zone (knees to arm pit/letters)
    - 12U+ yes infield fly, yes dropped 3<sup>rd</sup> strike, remind the strike zone (knees and letters)
    - Recap pitching limits (pitchers have XX innings), time or # pitches to warm up before inning starts or mid-inning pitcher changes
    - You will give a warning for leaving early and illegal pitching before it's called
  - Remind of some general important key points
    - If they have any issues to please calmly request a 'time out,' and you'll invite them to the plate after you call time
    - This is rec ball umps make mistakes, you will miss a few calls, but would like their help to keep it fun and moving
  - Ask who is the home team scorekeeper they are the official book and should be consulted if there
    is a discrepancy or question about balls, strikes, outs and runs in an inning (for the "run rule")

# 1.5 Responsibilities (Plate vs. Field Umpires)

- Be focused Remember, you are in charge on the field, and it is critical that you position yourself accordingly
- **Be approachable** Open up a communication channel with players and coaches so they know you are there to keep them safe, manage the game, keep the game moving, and keep it fun.
  - Pre-Pitch Planning (PPP) Before pitcher hits the mound, ask yourself:
    - What is the batter count (balls, strikes)?
    - How many outs are there?
    - Where are the base runners?
    - Where are the fielders positioned?
- Plate Umpire

•

- o Primary umpire
- $\circ \quad \text{Behind the plate} \quad$
- o Focused on batter count (balls, strikes), game management
- o If solo, takes on role of Field Umpire, too
- Field Umpire (if available)
  - Secondary umpire
  - $\circ \quad \text{In the field} \quad$
  - $\circ$  ~ Focused on calling outs in the field / on bases
  - Watches the runners

# 1.6 Tools

- Your Voice
  - ALWAYS... BE LOUD, BE CLEAR, BE CONFIDENT
  - Handling difficult coaches/parents/players <u>SHOULD BE RARE</u>, but be mentally prepared and rehearse before games
    - "DYSA values begin with fun."
    - "I make mistakes, I will miss a few calls."
    - "I didn't see it from my angle, so I can't call it."
    - "I would like your help to keep the game fun and moving."
    - "This is your warning; next time I will ask you to leave the field."
    - "This is your warning; please don't yell at me like that again."
    - "This is your warning; please don't throw things (your hat); please don't kick things; please don't
       ."
    - "I need you to please leave the field now." [Don't resume until coach/player/parent is gone.]
    - "I am calling the commissioner, and next call is to the police."
- Your Hand Signals
  - Hand signals are critical (we will go over during the practical portion)
  - Your Clicker (Indicator)
    - If not sure of the count, double check with Home Book score keeper. No big deal to check!
- Your Brush
  - Plate ump should always keep home plate visible
  - Field blue should always keep the bases visible
  - If umping solo, go clear a base quickly between innings if you cannot see it!

# **1.7 Issue Resolution & Escalations**

- If there is a problem with equipment, send a message to Aaron Chin (UIC) after the game!
- If problem with coaches, parents or players during a game, call Aaron Chin(UIC) immediately after game
  - We can pull in David (Commissioner) and/or Jen (President) as required
  - Coaches, parents, or players will be followed up with promptly to remedy please do not worry about raising concerns as it should be tackled asap so it doesn't linger
- If urgent matter (safety concern), call 911, and then call Aaron immediately during game

### 1.8 Rules

### HAVE THE DYSA RULES PRINTED OUT AND BRING WITH YOU!

- The Basics
  - Inning Transitions
    - Each team should have 1-2 minutes to transition between batting and fielding (last to first pitch)
    - Pitcher warming up should have at least 5 pitches, no more than 10 (but keep game moving)
    - Let the catcher know "two more pitches" when they are at that point
    - Less time spent between innings means more game time, and usually an extra played inning
  - o Balls & Strikes
    - Ball Four balls per at bat; ball is a pitch that doesn't hit the strike zone
      - Strike Three strikes per at bat; several variations here:
        - Called Strike batter doesn't swing, but pitch hits the strike zone
        - **Strike Swinging** batter swings and misses the ball, regardless of whether it would have been a called strike or not, it's a strike
        - Foul Ball batter swings and makes contact with the ball, but it doesn't land in field of play before defensive player touches it; at-bat resumes, even if two strikes
  - $\circ \quad \text{Safe vs. Out} \quad$ 
    - Safe Runner safely tags base before the ball is caught and/or tag is applied (if no force)
    - Out Runner does not reach the base before the ball is caught and/or tag is applied (if no force)

- Force A force out occurs every time at first base. Also, it occurs when a runner is FORCED to the next base by a runner coming behind them. The defensive player is NOT required to touch the runner in this instance.
- **Tag out** A tag out occurs when a runner tries to advance to the base without being forced. In this instance, the defensive player must TAG the runner in order to get an out. This runner is NOT forced to advance, so in order for the defensive team to get her out, they must tag her BEFORE she reaches the base. The tag has to be made by the ball, or the ball in the glove. Touching the player with the glove while the ball in the other hand is NOT an out.

### • The "Non-Basics"

### $\circ \quad \text{Interference vs. Obstruction} \\$

- Interference offense does it (batter, coach, umpire, runner on someone trying to make a play); this
  is a dead ball, offender is out, and the other runners return to last safely touched base
- Obstruction defense does it (fielder impedes runner, batter) unless fielder has ball; not a dead ball, continue the play and let it play out; put "left arm out" to signal obstruction; put runners where they would have ended up should the obstruction not have occurred judgment call

### • Out of Play

 If ball goes out of play, plate ump calls dead ball, and the base runner placement is based on next base plus one from <u>when the ball was thrown</u>

#### • Fair Ball

- Ball lands or is touched inside or on the chalked line (remember, line is invisible in outfield)
- Fair is not the based on the location of the fielder's feet when caught or missed

#### • Leading Off

- Runners cannot leave bag until ball leaves pitcher's hand
- Look at back foot on bag; not front foot

#### Checked Swing

- A swing is when the barrel head of the bat crosses the front edge of home plate.
  - It is a strike if there is no ball contact.
- If batter stops the bat before it crosses the front edge of home plate, then it's a checked swing; no strike.

### Additional Rules

	8U	10U	12U/14U
<u>Time</u>			
Duration	<b>1 hour 20 minutes</b> (or 6 innings) whichever comes first. No new inning after 1 hour 20 min.	<b>1 hour 30 minutes</b> (or 6 innings) whichever comes first. No new inning after 1 hour 30 min.	<b>1 hour 30 minutes</b> (or 7 innings) whichever comes first. No new inning after 1 hour 30 min.
<u>Pitching</u>			
Restrictions	No more than 2 innings in first 4 innings.	No more than 3 innings in a single game, and no more than 6 innings in 2 consecutive games.	No more than 7 innings in 2 consecutive games.
Walks	No walks.	Walks awarded after four balls.	Walks awarded after four balls.
Hit by pitch	A ball that hits the ground and then hits the batter is NOT a Hit by Pitch – it's a ball.	If the ball hits the ground before hitting the player, it is a Hit by Pitch batter goes to first.	Hit batters awarded first base.
Coach pitching	After 4 balls, the coach pitcher comes in and takes over strike count. All coach pitches are strikes, but cannot strike out on foul ball.	Player pitching only.	Player pitching only.

	8U	10U	12U/14U
	If the batted ball strikes the coach pitcher, then it's a dead ball; batter is awarded first base	NA	NA
<u>Hitting</u>			
Infield Fly	No infield fly rule. All infield flies are not automatically out.	No infield fly rule.	Infield Fly rule. When first and second, or first, second, and third bases are occupied with less than two outs, the batter is out on a fair fly ball (not a line drive or an attempted bunt) which can be caught by an infielder, pitcher or catcher with ordinary effort.
Drop 3rd strike	No drop 3rd strike. If catcher drops 3rd strike, the batter is out (cannot try to steal first base).	No drop 3rd strike.	<b>Drop 3rd strike</b> . If catcher drops 3rd strike, the batter may attempt to steal first base. A ball not cleanly caught (e.g., touches dirt) is a dropped 3 <sup>rd</sup> strike.
Bunt/slap	Bunting and slapping allowed off kid pitch. No bunting or slapping off coach pitcher.	Bunting and slapping allowed.	Bunting and slapping allowed.
<u>Runners</u>			
When does play/runner stop?	When the ball is controlled inside the chalked 10-foot outfield line.	Back to the pitcher within the pitcher's circle.	
Leadoffs	Max 15 feet leadoffs.	Leadoffs allowed.	Leadoffs allowed.
10-Foot Line	A 10-foot line delineates the outfield.	NA	NA
Advancing	Runners can only advance one base on a batted ball being fielded in the infield (has not crossed the 10-foot outfield line)	On a batted ball, there is open running. Runners may continue to advance until controlled with the pitcher within the pitcher's circle.	On a batted ball, there is open running. Runners may continue to advance until controlled with the pitcher within the pitcher's circle.
	If hit to the outfield, runners may continue to advance and must stop at the next base once the ball is in control in the infield.		
	A ball that went past the outfield line and subsequently thrown out of bounds by an outfielder before it is controlled in the infield will result in the batter runner or runners being given the base they were advancing to when the ball went out of bounds. No extra bases will be rewarded.	Two bases can be taken on an overthrow of a ball beyond the field boundary lines and into an out of play area.	Two bases can be taken on an overthrow of a ball beyond the field boundary lines and into an out of play area.

	8U	10U	12U/14U
Stealing	No stealing.	Stealing allowed. Can steal only 1 base per pitch.	Stealing allowed (including home).
		Base runners advancing beyond the stolen base may be put out when ball is in play and they are between bases.	
		Once play ceases, base runners advancing beyond the stolen base will be returned to the entitled (stolen) base.	
Walk steal	NA	No walk steal. However, when batter is walked the ball is live for all other runners.	Walk steal.
Sliding	No sliding.	Sliding allowed.	Sliding allowed.
Mercy Rule	4 run limit per half inning. 12 run rule after 5 innings	5 run limit per half inning	5 run limit per half inning

# 1.9 Quiz

# **On-The-Field Training**

### 2.1 Calls & Signals

- Consistency is most important in your calls
  - o Plate umpire is lined up on inside corner
  - Eye level at top of strike zone (arm pit, letters)
  - Good view of outside corner
- You must see it yourself (or your Field ump for second eyes, as needed)
  - Never guess a strike or out; Tune out coaches, players or spectators
  - o Runners are 'safe' unless you see the Out
  - $\circ$   $\;$  Pitches are 'balls' unless you see the Strike
- Behind the plate
  - Called Balls
    - If ball, say "ball" quietly
    - If ball but close, ok to speak up to say "ball" a little louder
    - Feel free to indicate location of miss (inside, outside, high or low)
  - Called Strikes
    - If called strike, yell "strike," and then right arm up.
    - If swinging strike, no verbal queue needed, just right arm up.
    - Timing matters, wait ½ second after ball hits glove to start strike all (don't be early)
    - If called third strike, you can yell "strike three" or "that's three" and make an exaggerated out signal to signal the strikeout
    - If swinging third strike, no verbal queue needed, just right arm up to indicate out

### o Batter Count

- Be sure to let folks know count, especially after a long pause in action or dead-ball and always when next pitch matters (so 3 balls or 2 strikes); left hand balls, right hand strikes, in that order
- o 8U Only
  - Be sure to let coaches know when coach pitch and how many they have
- Foul Balls
  - You don't voice fair ball, just point
  - You do yell "foul ball" if foul
  - If a foul tip, brush the top of your right hand
    - Caught foul tip on 3<sup>rd</sup> strike is an OUT
      - o Brush hand, yell "out" and raise right arm to indicate out

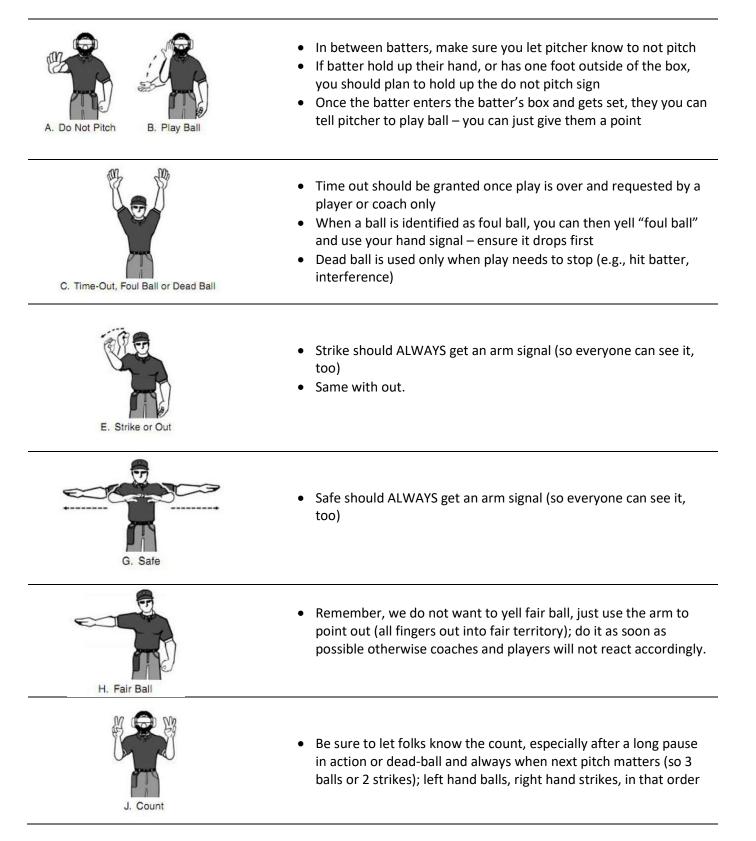
### Right vs Left Hand

•

- Right hand focuses on the signals
  - Left hand does everything else
    - Clicker (balls, strikes, etc.)
    - Pull mask off to see play this is important... after pitch, no need to wear your mask anymore, take a breath, and see the play better

### • In the field

- o Calls are mostly safe or out
  - Safe See below (runner beats tag or force)
  - Out See below (runners does not beat tag or force)



# 2.2 Positioning

### FIELD UMP

- Good positioning (A, B or C), depends on lead runner
  - (A) No runners on
  - (B) Runner only on 1B
  - (C) Lead runner on 2B or 3B
  - Always on alert to assist plate ump
    - Late swings at the plate Strike
    - Full swing at the plate Strike
    - Leaving bases early Warning, Out
    - Balls fair or foul
- Where to go when ball is hit
  - If ball is hit in <u>infield</u>, field ump stays <u>outside</u> of diamond
  - If ball is hit in <u>outfield</u>, field ump moves <u>inside</u> of diamond, trail the lead runner
    - Button hook in only after a runner goes by you, if applicable, and ball heads to outfield
    - Follow runner on invisible infield arc (between pitching mound and second base, from foul line to foul line)
    - Never buttonhook on a steal
- Angles matter when calling safe/out
  - When a ball is hit, predict where the play will happen
  - Be at 90-degree angle of play to see outcome
  - Always be moving to get better angles to see the four key elements: **Ball, Base, Offense, Defense**.
  - Being in good position not only makes you more likely to make the correct call, but it adds credibility
- Distances to remember
  - o No runners on, be 18-21 feet away from first base, clear view of batter, in foul territory
  - o Plan to move inside the foul line a few steps to see safe/out at 90 degree
  - Runners on, starting position should be ahead of runner, 12-15 feet from base
  - Try to get to 8-10 feet to make call (you want to see the tag applied, ball in glove, and runner position)

### PLATE UMPIRE

- Your stance
  - o Before pitch, start upright behind catcher
  - When pitcher is in circle, move up to the catcher
  - Position right foot even with center of plate
  - Be within one foot of catcher
  - Once catcher gets on mound, start your positioning
  - Bend knees slightly (don't squat to early, will get tired)
  - Head down, even with top of strike zone
  - Be able to see outside of the plate
  - Don't move your head, just your eyes (don't turn your head)
  - Make the call (ball, strike, foul ball, etc.)
  - o After pitch, stand up, take a couple steps back, then reset
  - o Passed ball, get out of the way of the catcher, watch shoulders, they may go left or right
- Where to go when ball is hit
  - Ball in play, take off mask, get in position
  - o Plate umpire trails the runner to first
  - o Follow runner on invisible infield arc (in front of pitching mound, from foul line to foul line)



T)

X

 $(\mathbf{X})$ 

# 2.3 Live Drills

- Plate Umpire
  - Calling balls and strikes
    - How to get in position
    - Staying in position before looking away
  - Using your field ump
    - Extra eyes for late swings, leaving early, base stealing, balls fair or out
- Field Umpire
  - Good positioning is key (A, B or C), depends on lead runner
  - Always on alert assisting plate ump
    - Extra eyes for late swings, leaving early, base stealing, balls fair or out

# 2.4 Wrap Up and Q&A

- Scheduling games
- Game canceling
- If not fulfilling job requirements
- Payment (monthly April 1, May 1, Jun 1)
- Opportunities outside of regular season (select, summer and fall)

# <u>Appendix</u>

# 3.1 Umpire Pre-Game Checklist

- You should discuss these items at each and every pre-game with your partner.
- It's usually the plate official's responsibility to initiate discussion
- Pre-Game with your partner should take 10- 15 minutes!

### Umpire Pregame Checklist

- run rule
- \* tie breaker
- \* review new rules
- \* bats /helmet inspections
- \* ground rules
- \* walk field prior to coaches meeting
- \* check umpire uniform/equipment
- \* review umpire signals
- \* review communications (verbal/non-verbal)
- \* discuss positioning during game
- \* discuss positioning between innings
- \* between play coverages
- \* fair/foul coverage
- \* going out
- \* fly ball coverage
- \* catch/no catch
- \* tag up responsibilities
- \* overthrows
- \* run downs
- \* pulled foot at 1B
- \* tag play between home/1B
- batting out of order
- \* check swing
- \* going for help
- look back rule
- \* illegal pitches, hit by pitch, hit by batted ball
- unusual situations
- \* time outs
- \* interference/obstruction
- \* conferences
- \* appeals
- \* protests, ejections
- \* confrontations, role of non-involved umpire
- \* exiting the field

# 3.2 Tips & Tricks

### Tip #1: Check the Schedule Often

I would like to encourage everyone to check the youth umpire schedule OFTEN once the season starts up. Just make it part of your routine. Why?

- 1.) Sometimes other umpires cancel (with 48 hours lead time, of course), so you may be able to pick up another game or two that way by being first to sign up.
- 2.) If you signed up as a backup, you may be auto-assigned to the game should someone else cancel.
- 3.) Your assignment may shift from field umpire to plate umpire (due to cancellation, change, etc.), so it'll be good to know that before you get to the field.

### Tip #2: Show Up Early

Especially for your first game at each field, please show up really, really early (I mean, like 30 mins early). You want to see how long it takes you to: (1) locate your umpire gear in the various storage containers, (2) clean/sanitize it, (3) adjust it and put it on, (4) walk over to the field, and (5) call the coaches for a pre-game meeting ~5-10 mins before the game start time. Better to be early than late.

### Tip #3: Keep 8U Games Moving

Remember, there are very few returning 8U coaches or players with real 8U game experience. That said, it will be important for our umpires to set the tone and keep things moving along, especially at the beginning of the season. Here are a few helpful hints:

- 1.) When pitchers pitch, as almost all have never pitched before, expect the catcher to not catch it (there will be a lot of passed balls). This can really slow down the game. It's important to remember, the ball is dead after the pitch anyways (ball or strike), so be ready to assist in getting the ball back to the pitcher as quickly as possible. How you do that is up to you. A few options I have seen: (1) have a second ball in your possession and hand it to the catcher (or drop for them) and you can go get the passed ball; (2) catch the ball as it is flying by that is super fun, and tests your skills; (3) let the catcher get the passed ball, but you roll/throw out the second ball to the pitcher, and have catcher bring you the ball. Really, do whatever works for you, just make sure you are consistent from start to the end of the game.
- 2.) Keep the strike zone generous, especially early in the season. Let's reward the girls for throwing hittable balls, as there will not be many.
- 3.) Be sure to let the coaches know when it's time for them to coach pitch (after ball four), and how many pitches they have one, two or three. They get the remaining strikes in the count. Be loud so the kids hear you as well.

### Tip #4: Use Your Voice and Arm Signals

For the next tip, please be loud (your voice is your friend) as a plate umpire. If it is a strike, yell "Strike." If it is a ball, then you don't need to say anything, but you could/should indicate if it missed high, low, inside or outside. That way, you save yourself from a coach asking "where'd that miss" which may happen. Also, use your arm signals. If it is a strike, stick your fist in the air (high as it can go). That way, everyone knows it was a strike. If someone gets out, make sure everyone knows it is an out or strike three. Generally, your raised arm signal will suffice, but sometimes a "Strike Three" or "Out" will be welcome.

### Tip #5: Be Close to the Play

This one is pretty straight forward. Be sure you are not too far out in the outfield so as to not see the plays at the bases (or even home plate). You want to be roughly 15 feet behind 1st base (and then along the base path as the runners advance). So, in general, right where the dirt meets the grass.

### Tip #6: Show/Tell the Count

Don't be afraid to hold up the count with your fingers. Balls on left hand, strikes on right hand. So, every few pitches, consider shouting "2 BALLS, 1 STRIKE" and holding up your fingers accordingly. That way, everyone knows where we are in the count. That'll keep folks looped in, including the batter, coaches and scorekeeper. Also, after a stoppage in play (e.g., a stolen base), it's usually good to remind folks of the count.