



Effingham & Leatherhead RFC Minis Festival 23rd April 2023

Information Pack

Effingham & Leatherhead RFC are delighted to have you attend our 2023 Festival on the **23rd April 2023**. We would like to welcome all players, coaches and supporters and we hope you have an exciting and enjoyable day with us.

There are nine clubs participating with over 100 teams involved across the age groups. Below is all the information required for the day.

Detailed timetables with match schedules will be shared on WhatsApp on **Friday 21st April 2023** and can be photographed at the control tent.

Festival location: ELRFC, KGV, Browns Lane, Effingham, Surrey, KT24 5ND

<https://goo.gl/maps/fGGsWwpkzR2>

Event date & time: **Sunday 23rd April 2023** - First game starts at 10:00

Gates open: 09:00

Registration: 09:15 – 09:30 at the main control tent

We do not require RFU IDs - It is the visiting clubs' responsibility to ensure your players are registered with the RFU on the Game Management System ([RFU Regulation 15.1.4](#))

Each squad must have a First Aider

Referee briefings: 09:30 at age group pitches (pitch 1)

Club Tents:

Please pitch tents in areas marked on map adjacent to your pitches with consideration for other teams

Game timings:

First games start at 10:00

- U7 10:00 – 12:30 (6min/Half)
- U8 10:00 – 13:00 (6min/Half)
- U9 10:00 – 13:15 (7min/Half)
- U10 10:00 – 13:15 (7min/Half)
- U11 10:00 – 13:15 (8min/Half)



- Detailed timetables with match schedules will be shared on WhatsApp on **Friday 21st April 2023**
- Team managers to have players available at pitch-side 5 minutes before the scheduled start of their games
- Officials to observe game times as closely as possible, **games must finish on time**
- The Club reserves the right to disqualify attending teams for late arrival

Pitches:

Pitches are shown on the map attached to this email, **ELRFC Festival Pitch Layout – 23rd April 2023**

- U7 8 pitches (12m x 20m)
- U8 4 pitches (26m x 40m)
- U9 4 pitches (28m x 40m)
- U10 4 pitches (30m x 46m)
- U11 3 pitches (32m x 60m)

Festival format:

We will be following the RFU age grade rugby codes of practice and regulation 15:

- [Age Grade Rugby – Codes of Practise](#)
- [RFU Regulation 15](#)
- U7-U11 unstreamed 'round robin' with rolling substitutions throughout the game with consent of the referee

Referees:

- Matches will be refereed by the participating team's coaches
- Each coach to referee half a game
- Referee to stop play at the next tackle or try once game time is up
- The decision of the referee is final

Officials:

- ELRFC Pitch Marshals are there for safety and to organise teams for matches
- The festival observes RFU regulation 15 on age grade rugby rules
- Teams and parents to follow instructions from ELRFC Pitch Marshals

Reminder to spectators:

- Whilst it is natural for spectators to encourage their own teams to win, we would remind everyone that the purpose of the minis festival is to teach our youngest how to play and enjoy the game



- We believe that skills, effort and good sportsmanship from wherever it will come should be appreciated and applauded
- We would add that all the referees have been briefed on the laws of minis rugby and we ask that coaches and spectators accept their decision without dispute and in good spirit

Medal Presentations:

- Once a team has completed their final match, they must make their way to the medal presentation tent in front of the club house on the main pitch
- Medals will be presented to each team by members of the club

Food, Drink and Fun:

- There is food and drink available at the BBQ tent in front of the Club House
- Drinks will also be available in the Club House and on the terrace
- Surrey Hills Pizza Van
- Ice Cream Van
- Coffee Van
- Biltong stall
- Bouncy castle
- Sweets stall
- Card machines will be available for payment

Weather:

- We will monitor and update on weather conditions up to and during the festival
- Teams should be prepared for changeable conditions

Cancellation:

- In extremis, we reserve the right to cancel the event
- Clubs will be provided updates via email

First Aid & Emergency Evacuation:

- Each team is required to bring an identified first aider
- South Coast Medics will be on-site for medical emergencies and injuries
- In the case of an emergency evacuation follow instructions given by ELRFC Officials

Photography:

- There may be photos taken at the festival
- Unless we are informed otherwise, images may be used in press releases, printed publicity and published on the ELRFC festival Facebook Page and website

**Dogs:**

- Dogs are welcome but must be kept on a lead at all times and should not be allowed to disrupt play

Facilities:

- Portable toilets are placed around the festival site
- Toilets are also available on the ground floor of the Clubhouse and in the hall

Hygiene:

- Please ensure all attendees follow current guidance and wash/sanitise their hands regularly, particularly after coughing or sneezing
- Please clear up any rubbish (bin bags will be provided) at the end of the festival

Key Contacts:

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|------------------------------------|--------------------|----------------|
| • FESTIVAL CO-ORDINATOR | ANDREW SCATTERGOOD | 07828 31 49 15 |
| • FIRST AID CO-ORDINATOR | PAULO COUTO | 07899 75 66 73 |
| • SAFE-GUARDING COORDINATOR | NICK MAROUDAS | 07522 44 55 34 |
| • MATCH CO-ORDINATOR | SAM MARSHALL | 07958 36 81 97 |



PARKING:

As with all festivals we are constrained on car parking space, please therefore **wherever possible ask people to car share**. This will improve participation in the festival for everyone.



Please note all attending clubs must park in accordance the parking plan below.

- **Each club has been allocated a parking area based on expected number of visitors. The allocation has been made on the assumption that there will be 35% less cars than players, so please ensure parents are aware and arrange to car share**
- Strictly no parking on Browns Lane
- No parking is available at the club house without a permit. (Clubs with allocated parking away from the festival site will be allowed one parking space per age group at the club house (Grey) for those with equipment) – please only print one copy per age group per club, checks will be made on the car park entrance
- Follow instructions given by ELRFC car parking marshals
- Park within indicated areas
- If you block another car in, please leave your phone number on your dashboard
- If parking on the festival site be very aware of children and other pedestrians
- Do not park in residential developments or on corners
- Please show consideration to avoid churning playing surfaces
- Be respectful of local residents if parking in nearby streets

Please note that off-site parking will be from 08:45 to 15:00 - gates will be locked at 15:00

- **St Lawrence's School**
- **Colets Piling**
- **Howard of Effingham School**
- **KGV 1st Effingham Scouts (Gate will be locked after arrival and reopened at 12:45)**
- **Manor House**

Anyone staying after 3pm should move their car to on-site parking KGV (Grey)

	<h2 style="text-align: center;">Car Parking Pass</h2>	
<h3>KGV Main Car Park (KT24 5ND)</h3>		
Club Name: _____		

