

Holt RFC - Kingswood Festivals 2019

Dear Club Contact / Tour Organiser - Hopefully all your club's tour plans are coming together. Here at Holt we are in the final stages of organising the festival and putting everything in place for the day. To that end here is some information that may help answer any questions that you or your tour party may have and hopefully will help your club enjoy the festival on the day.

Where? - Holt Rugby Club, The Club House, Bridge Road, High Kelling, Holt, Norfolk, NR256QT. Situated between Holt and Sheringham just off the A148. The club telephone number is 01263 712191.

What time? - Previously we have asked teams to register by 9.30am, and we then hold a coaches / referee's briefing at 10.00a.m. **HOWEVER** due to the growing popularity of this event over the last few years we have experienced traffic congestion on the A148, which is the main road near to the club, which has delayed club's arrival and have even made the traffic bulletin on national radio! As such we are encouraging clubs to arrive early if they can. We understand that getting children (and in some cases parents!) up can be difficult but the kitchen will be open for bacon sarnies, teas and coffee's.

We will be aiming to have the first games in every age group started no later than 10.30am. This will mean that hopefully clubs can get away from 3.00pm onwards if not before.

Behaviour - Of course we understand the importance of winning, to both adults and children. However, this **must not** be a case of winning at all costs and we would hope that the success of our festival is measured in terms of how well you have all enjoyed yourselves, especially the children, the quality of the rugby played, and the friendships made or renewed.

I would therefore ask all tour managers, coaches and club representatives to take responsibility for the behaviour of their tour party. Be vocal and support your children, but encourage and applaud your own team and opponents alike.

We have both a players and coaches / spectators codes of conduct in operation, the full details of these are in the festival programme which will be available on the day. Suffice to say we will expect everyone to behave in an appropriate manner. Abuse of referee's, coaches, players or festival volunteers **will not** be tolerated.

Please note whilst we respect individual's rights to privacy to protect them and the other children involved, where you have children playing who have emotional, learning or behavioural problems, this **must** be brought to our attention when registering your teams, and to the match referee **every time** this child plays. We believe this is line with RFU policy and is designed to protect the safety of not only that child but all those involved.

Touchline Spectator Barriers - These will be in use at the festival, as they are not only a requirement of the RFU's 'Touchline Protocol', which all clubs within Eastern Counties have to adhere to as part of the permission required to host a festival but are there to ensure the children play in a safe environment and spectators can enjoy watching them. Please ensure that your tour party **only** watch the games from behind the barriers and **do not** move them forward towards the side of the pitch. Only one coach is allowed pitch side during matches, all other coaches must be behind the barriers.

Registration - As previously stated we require teams to register on the day. Please can one person, from **every** team in each age group register their team. We do not require RFU identification numbers for your children, we simply need you to register that you are here and confirm the number of children you have in each team / age group.

For the fourth year running, we will not be playing finals and awarding trophies this season. This is in line with the RFU Sept 2016 Age Grade Rugby, and also a stipulation by our Constituent Body (Eastern Counties) in granting their approval for us to host the festivals. Every player will receive a certificate (in the team packs given out when registering on the day). We will also be presenting commemorative plaques to each club

Festival Format – The structure of the festival will vary from age group depending on the number of teams entered, which is not necessarily the same in each age group. We don't provide details of this or the clubs you will be playing until the day of the festival.

More than one team in an age group - Where you are entering more than one team in an age group players **MUST NOT** swap between teams without permission from the Festival Referee. Please note failure to notify the Festival Referee of such swaps could lead to the disqualification of both teams involved. Such swaps will only be allowed where due to injuries a team can not field a side and the least experienced players should be selected rather than your 'star player'.

Referees - We have a number of qualified referee's, with either a RFU or ECRU Mini / Midi qualification, ELRA qualification or Norfolk Society Referee's. Some of these referee's are young volunteers so we ask in particular that they are treated with respect. However, we would request that if you have similarly qualified referee's in your tour parties that they please make themselves available. Please can you confirm if you have any referee's and the age groups they are attached to. They will need to register on the day, stating their qualification. Remember more hands make light work!

Parking - Volunteers will be on duty to facilitate parking in either the main or overflow car park. They are all experienced at doing this and it will be for them to decide the most appropriate car park for vehicles. PLEASE treat them with respect and **DO NOT** park on the verges or block private access.

Can you please supply me with details of the number of coaches (vehicular ones!) and their size, i.e. number of seats or mini buses you are bringing and details of any disabled parking requirements your group may have.

Changing Facilities - changing space is available in the club house. Please be aware that these are not locked and Holt RFC accepts no responsibility for loss or damage caused.

BOOTS MUST NOT BE WORN IN THE CLUB HOUSE.

Toilets - These are located in the club house, just off the club room. Additional male toilets can be found within the changing area. Portable toilets will also be situated in the middle of the playing field.

Refreshments - Hot food is available from the kitchen and a BBQ situated in the middle of the playing field. The bar will be open from 11.00am. Hot drinks, sweets, crisps, soft drinks and cakes will also be on sale from in/ near to the club house and in the middle of the playing field.

We are offering you the opportunity to pre-order and purchase Hotdog, Burger or Jacket potato meals with a soft drink. You will be able to book a time slot on the day for when you want them to be ready, with each age group within your tour party able to select a time appropriate to their fixture schedule.

Please note this facility is for **bulk and not individual orders**. Each order will be given a complimentary bottle of tomato sauce.

Obviously, the kitchen will be very busy and whilst we hope for a minimum lead time of 30 minutes we would request that you allow for flexibility. To discuss this, please ring me on **07737 688345** or email me on **kingswoodrugbyfestival@gmail.com**

First Aid – Ikon Ambulance and Training Services are providing first aid cover at the festival. We will also have Holt RFC first aid volunteers in every age group.

Dogs - Occasionally we get people attending the festival who bring dogs with them. We **DO NOT** allow dogs on the playing fields but they can be exercised in the car park or overflow car park and are allowed on the brick weave in front of the club house.

What I need from you now - If you haven't already please could you provide me with details of:

1. Coaches / mini buses you are travelling on – number and size i.e 52 seater.
2. Any disabled parking requirements.
3. Where you are entering more than 1 team in an age group, what you would like the teams to be called. Please note we prefer not to use 'A' and 'B' teams etc.
4. Referee's - Do you have any and in what age group.
5. Whether you require any pre-ordered lunches – will send separate "order" form to you if this is of interest.

Finally - We hope you have enjoyable touring weekend and especially enjoy our festival and see some wonderful rugby. Please have a safe journey to Norfolk. See you in April!

Kind regards



Neville Drewry
Kingswood Festival Committee