



KCRFU Mini Festival **23rd March 2025** **Welcome Pack**



Dear Age Group Contact

This season brings us the 42nd Kent County RFU Mini Festival. We at Lordswood RFC will be co-hosting/hosting the U7s part of the festival, we look forward to welcoming you, your players, spectators, first aiders, referees and more for a fun-filled day of rugby.

This pack will provide you with all the information that you need. Please share any relevant information with those who are visiting us on the day.

Important Contacts

Festival Organiser	Jamie Callaway	07753451021	Jcallaway1982@hotmail.co.uk
Lordswood RFC Chairperson	Chris Callaway	07557748559	
KCRFU Mini Chairperson	Dawn Waters	07931511424	mini-rugby@kent-rugby.org

Your first contact for the day should be the festival organiser as they will know the individual information and requirements for their venue. Please go through your age group contact in all correspondence unless it is an emergency.

Club address

Lordswood Sports & Social Club, North Dane Way, Lordswood, Chatham, ME5 8YE

Important Timings on the day

Registration	08.45 am - 09.45 am
Referees Briefing	09.30 am
All players, spectators and visitors on site by	9.30 am
First Matches Kick off	10.00am

Festival Ends	13.00pm(approximately)
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Parking

The car parks gates will open at 8:00am, with parking in the main car park. However, please note this will be limited parking.

A few bays will be marked out for blue badge holders please do contact us before the day to ensure we can accommodate.

We ask that when parking in local streets you consider our neighbors.

Gate/Entry fees

As per Kent County RFU guidelines for all the minis Kent events, entry to all grounds will be £2.50 per adult (children free entry). Cash is preferred to facilitate a swift entry to the site although there will be a limited number of card machines. Wristbands will be issued as proof of payment.

This fee is separate to the counties entry fee per team as the KCRFU Mini Festival is a self funding festival so all teams entrance fees paid go towards the counties running costs i.e. first aid, medals, memorabilia, balls etc. Whereas the entrance fee on the day goes to the running costs for the hosts i.e. toilets, wear and tear of pitches, parking costs etc.

Registration

All teams must be registered upon arrival using the appropriate KCRFU Team Sheet and Photo Consent form as attached. The registration desk will be control tent located near the white container (please see the site map). Please remember that RFU numbers and dates of birth will be needed. If you wish to forward your registration forms to us prior to the event, please email them to the festival organiser jcallaway1982@hotmail.co.uk. Unfortunately, we will not be able to cater for any additional players over the team size with regards to medals etc so please ensure you stick to the maximum team size as below.

Age Group	Players on Pitch	Max. Squad size including subs
Under 7	4 players	6 players

All participating players must be RFU registered on the RFU's registration platform (GMS).

To allow us at Kent County RFU to plan for the future we will be completing a player audit in the forthcoming weeks of which all registration forms will assist us in completing.

Team selection

The festival is a mixed ability event and we would ask that you take note of this for your team selections. Mini rugby is non competitive so there is to be no recording of scores. Lets keep those smiles on everyone's faces.

Festival Rules

Regulation 15 Age Grade Rules will apply to all rugby games. The festival rules can be found in the mini section of the KCRFU Website www.kentrugby.org

Players, coaches, and spectators are required to observe the appropriate Codes of Conduct.

Presentations

There will be no overall festival presentation at the end of play. We ask that each club does their own awards and presentations to its own players. Each player at the festival will receive a medal and a piece of memorabilia.

Programme and Match Schedule

All schedules and pool drawers will be released on the Kent County Website on the afternoon of Friday 21st March 2025. www.kentrugby.org

Pitch marshals will have hard copies of playing schedules for reference. Please try to keep to the match playing schedule – right pitch – right time and help us to ensure the day is full of free flowing rugby games with as few hold ups as possible

Pitch marshals will be on hand to assist.

No matches will be rescheduled.

First Aid

Each team should come equipped with a first aid kit and appropriately trained first aider.

Additional Festival first from Pulse South Coast is provided by Kent RFU and will be located in the control tent.

Emergencies

The festival is coordinated on the day from the central registration / control gazebo. Please report any emergencies, problems regarding the playing area or general matters to the registration tent.

Any lost children must be taken to or reported to the central registration/control tent.

Referees

Each participating team is asked to provide a referee for half of each game, this can be a team coach.

The referees must attend the briefing at the control tent at 9:30 am.

Refreshments

There will be a variety of hot and cold food and drink available from our white container and BBQ tent, our Club bar will open at 11am.

We ask that although we are in a modern age that food is not ordered from outside franchises and delivered to any of our hosting clubs.

Only the organisers will be permitted to have BBQ's on site.

Toilets

Toilets are located in the clubhouse, in the club changing rooms. There will also be porta loos on the club grounds.

Disabled toilets are available in the clubhouse.

Photography

The organisers recognize the need to ensure the safety and well-being of all the youngsters playing in the festival. As a part of this commitment the taking of photographs will be permitted only within the guidelines laid down by Kent RFU. Accredited Press photographers may also be present.

Dogs

Dogs are welcome at Lordswood RFC but we do ask they are kept on a lead at all times. Any incident or concern could result in the owners being asked to remove the dog from site.

All dog waste must be cleared away by owners immediately and none allowed on playing surfaces

Dogs will not be allowed to enter the club house or any location where food is being prepped or served.

Tents and Gazebos

You're more than welcome to bring tents and gazebos, please ensure that they are placed at least 5m away from pitch boundaries and placed in the area outlined on the site map above. It is imperative that you secure your gazebos with pegs. The weather can change quickly and there is limited shelter around the pitches, for the safety of all visitors we don't want tents flying around.

Rubbish

Please ensure that you gather up all your rubbish after your visit and place it in the bins provided.

Club Values and Behaviour

Kent County RFU and its festival hosts promote and encourage the core rugby values of Teamwork, Respect, Enjoyment, Discipline and Sportsmanship. We ask that all coaches, players and supporters abide by these in order for everyone visiting our club to have an enjoyable experience.

Your festival team will comprise



Jamie Callaway
Minis & Youth Chair
Assistant Safeguarding Officer



Chris Callaway
Club Chairman
U7 Head coach



Lucy Horgan
U7 Honeybadgers coach



Calum Beckwith
U7s Honeybadger coach



Maria Horgan
Catering

Finally, we hope you, your players and families have a great day and enjoy the event.

Best regards

Lordswood RFC





Lordswood RFC
Kent Mini 42nd Festival
Teamsheet and Photography Consent Form
23rd March 2025
Under 7



Club and Team name (if more than 1 team entered)	
Team first aider name	

	Name of Player	RFU Registration Number	Parent/ Guardian Consent to photography
1			
2			
3			
4			
5			
6			
7			
8			

Maximum Squad Size 6

Signature of Team Coach or Manager	
Print Name	
Contact number	

Please note that under Kent Festival Rules players who do not have a RFU Number and are affiliated will not be permitted to participate in any of the Kent Festivals. Club Official can sign photography consent where this is provision in club membership agreements



RESPECT THE REFEREE

RESPECT THE PLAYERS

RESPECT THE GAME

#ONECLUB