



KCRFU U15's 7s Festival 16th
April 2025 - Welcome Pack



Dear Age Group Contact

We, at Folkestone Rugby Club will be hosting the U15 7s festival and 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	Ollie Smith	07956772898	myc.folkestone@gmail.com
Folkestone Rugby Club Secretary	Roger Smith	07831378649	
KCRFU	John Reilly		Johnreilly984@btinternet.com

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.

Important Timings on the day

Registration	08.00 am - 09.00 am
Referees Briefing	09.00 am
All players, spectators and visitors on site by	9.15 am
First Matches Kick off	09.30am
Festival Ends	15.30 (approximately)

Club Address

New Burlington Ground, Newington, Folkstone, Kent, CT18 8BH.

If using the M20 and coming coast bound please take J11A (Euro Tunnel exit) however you must keep left, ignore the sat nav that may advise you are going the wrong way, at the lights take the first right and then 3rd exit at roundabout

Parking

We will be using the car park on the opposite side of the road to the clubhouse marked as carpark 2 on the attached club map, grassed area to the right of the car park and pitch 3A.

We will have volunteer parking attendants in tabards to direct you on to the gravel carpark on the left or the grass parking to the right.

If any disabled parking is required, we can arrange this beside the clubhouse either on the day or with prior notice.

Please do not park on the road on bridge as clamping is likely.

Gate/Entry fees

As per Kent County RFU guidelines, entry to all grounds will be £5 per car. Cash is preferred to facilitate a swift entry to the site although there will be a limited number of card machines.

This fee is separate to the county's entry fee per team, as the Festival is a self-funding festival and 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 and no later than 9am using the KCRFU Team Sheet and Photo Consent form as attached. The registration desk will be inside the club house. 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 myc.folkestone@gmail.com

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 15s	7 players	12 players

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

Festival Rules

Tournament rules will be provided within the programme released by Kent.

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

Presentations

There will be an official presentation after the final games on the grass area adjacent to pitch 1 and under the clubhouse balcony for the winners and runners up for all 8 finals.

Programme and Match Schedule

All schedules and pool drawers will be released on the Kent County Website - www.kentrugby.org

The festival will also be released on the Tournify app.

Match results and knock out stage games will be released on the app however we will still have all results handwritten in the clubhouse as a back up as this is the first time we have used Tournify.

Tournify app can be downloaded for android and apple devices and the festival can be found by searching for Kent U15s Rugby 7s and you can select the team you want to follow.

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.

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 aid from Trident Medical Limited, provided by Kent RFU and will be located in changing room 1 accessible through the side door furthest right at the bottom of the balcony stairs and will also be available by walkie talkie by contacting a pitch marshall.

Emergencies

The festival is coordinated on the day from the central registration. Please report any emergencies, problems regarding the playing area or general matters to Ollie Smith on 07956772898.

Referees

Kent Referee Society have kindly arranged for our referee's to attend today's festival to ensure

that the games run as smoothly as possible however there will be times they may need a rest and your club may be allocated a game to referee, it will be your responsibility to ensure this game is covered.

Refreshments

There will be a variety of hot and cold food and drink available from our club bar, food point on the patio or kitchen in clubhouse and we will also have the outside Coffee Bar located near pitch 1.

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.

There will be (subject to weather) be an ice cream van on site from 11am.

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

Toilets

Toilets are located Downstairs for Gents in the right-hand side changing rooms and female toilets are on the left-hand side changing room door and at the top of the stairs by the clubhouse door.

Photography

The organisers recognise 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 unfortunately not welcome on site.

Tents and Gazebos

You're more than welcome to bring tents and gazebos, but please ensure that they are placed at least 5m away from pitch boundaries. 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.

We look forward to seeing you on the day.

Regards
Ollie Smith
Folkestone Mini and Youth Chair

