

MINI & YOUTH SPORTS FESTIVAL DUBAI 2026

Mini & Youth Sports Festival Dubai 2026

Guide for Pitch Managers and Pitch Marshals

Thank you all for volunteering to be Pitch Managers and Marshals over the two days of the tournament. We hope that you have an enjoyable time and that the tournament runs smoothly.

Our priority is that everyone enjoys themselves and has fun. Please bear this in mind and try to remind any parents, coaches, players, or supporters who may lose sight of this priority.

Please ensure that you arrive at your designated pitches on time. We will be hosting around 300 rugby teams over the two days and, as such, the tournament has been tightly programmed to facilitate all matches within the available schedule. For some age groups there are breaks built into the timetable, while in others there is little or no flexibility. Delays may still occur due to injuries, issues with teams, or unforeseen circumstances. If your age group is running behind schedule, please inform the referees and your Pitch Manager so they can help manage game timings. Please do not stress about this – someone else will do the worrying. Simply do your best to keep games on time and the programme moving.

As Pitch Marshals, you are responsible for what happens on your designated pitch. You have the authority to stop games, reorganise matches, and insist that supporters remain off the pitch where necessary. The Pitch Managers and Tournament Directors trust your judgement and will support your decisions throughout the tournament.

The following pages provide guidelines regarding your responsibilities as a Pitch Marshal. If you encounter a situation that is not covered, please contact a Pitch Manager or Tournament Director for advice. Do not hesitate to call for help, even if it is simply for a second opinion on a decision you are considering.

Please use the two-way radios as your first point of contact. Tournament organisers and other helpers are monitoring these channels and should respond promptly. If you need assistance, a second opinion, or simply to talk something through, please call:

Tournament Director - Aneel Sabir 055 281 5039

Tournament Director - Darren Jenkins 052 340 6275

We truly appreciate your help – the tournament could not take place without your support.



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Pitch Marshal Duties There will be Pitch Marshals for each Age Group playing. The primary duty of a Pitch Marshal is to get the teams, referees, and line judges on to the pitches to start the matches on time, ensure the match score sheets are recorded accurately, and to submit the score sheets to the Pitch Manager.

Each age group will have a Pitch Manager (he or she will typically have performed Pitch Marshalling duties before) to assist and support you. The Pitch Managers are responsible for keeping the score boards up to date.

1. First on Duty on Saturday and Sunday

- 1.1. If you are going to be late, please let your Pitch Manager or a tournament director know in advance. We will try and organise temporary cover until you arrive.
- 1.2. Meet up with your Pitch Manager and ensure that balls and score sheets are available so that the matches can start on time.

2. When it is Your Time Slot

- 2.1. Please check in with your Pitch Manager 15 minutes before your slot commences and locate the Pitch Manager's folder/box.
- 2.2. Determine where your pitch is in the schedule of games and whether you are running on time, ahead or behind schedule.
- 2.3. Please retrieve the Pitch Marshal's bib from your predecessor (and wear it! – it is the only way parents / players / spectators / ref's etc. will know who you are and is needed to be allowed on the pitch).
- 2.4. Please also locate the bag of balls for your pitch and ensure they do not "disappear". We have 2 days of rugby to play and need all the balls. All balls need to be returned to the Tournament Director at the end of each day.
- 2.5. Agree who is to take the score sheet and ball from the referee who is refereeing the current game – you or the person you are replacing.

3. Prior to and During Each Game

- 3.1. Ideally 10 minutes before every game, please ensure that the relevant teams are aware they are playing next and that they are ready to start their match on time. This will get easier as the day goes on and you get to know the participating teams.
- 3.2. Locate the referee that has been allocated by the relevant participating club (U13 and down) and confirm that he/she will referee the match.
- 3.3. Organise a coin toss between the two teams. The captain of the team that wins the toss decides whether to kick off or to choose an end. If the winner of the toss decides to choose an end, the opponents must kick off and vice versa. If this is not done before the game is ready to kick-off, please advise the referee.
- 3.4. Fill out the initial details (Game No, Age Group, Teams etc.) on the score sheet (see below)
- 3.5. Give the referee the match ball.
- 3.6. Each team is required to provide a line judge – find out who it will be and get them ready.
- 3.7. Sit back and enjoy the game and then start all over again!



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Sample Score Sheets (note the SOR nomination for each game):

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Age Group:	Under-	Pool /	Match No:				
Team-1:		Team-2:					
Points:		Points:					
Result:	Won	Draw	Lost	Result:	Won	Draw	Lost
Yellow Card/s:	[Player Name/s]	Yellow Card/s:	[Player Name/s]				
Red Card/s:	[Player Name/s]	Red Card/s:	[Player Name/s]				
SOR: NAME / CLUB: _____							
Referee Name: _____				Referee's Club: _____			
Signature: _____							

SOR

The 'Spirit of Rugby' award is awarded to a player from any team of each age group. The player is nominated by the referee for each game based on his/her demonstration of the World rugby values of Discipline, Passion, Respect. The player with the most nominations throughout the tournament will be presented the award. In case of a tie for nominations it will go to the player that has progressed the furthest in the tournament, after that it will be decided by the Tournament Director.

4. After Each Match

- 4.1. At the end of the match collect the match ball.
- 4.2. Move all players, coaches and the referee off the pitch to allow the next game to start immediately.
- 4.3. Ensure that the scoresheet is filled out correctly and signed by the referee. Most referees need something to lean on when completing the scoresheet. Please help them out as they have (probably) been running around more than you!
- 4.4. Please ensure that you deposit the scoresheet in the Pitch Marshal's box and not in your pocket.
- 4.5. A Pitch Manager / runner will collect the score sheets and take them up to the registration area.
- 4.6. Pitch Managers / runners will then update the scoreboards on your pitch.

5. Last on Duty on Friday and Saturday

- 5.1. Return the Pitch Managers box to the Tournament Registration Office (balls, bibs etc.).
- 5.2. Please do not take these home thinking you will be the first in for the next day...
- 5.3. Please ensure that the score sheet from the last game is given to the Pitch Manager / Runner or taken up to the Tournament Registration Office before going home.
- 5.4. If appropriate, please send the score of the last game to the Tournament Registration Office.

6. General Duties

- 6.1. You are the first point of contact for anyone with any queries or questions in relation to your pitch. You will probably also get a lot of other general enquiries such as "where are the toilets", "where are the U14's playing" etc. In your Pitch Manager's folder is a map of the grounds, and a complete schedule for the Tournament. If the answers to the queries are not apparent from all this, then please refer the person to the Tournament Registration Office or contact one of the Tournament Directors.
- 6.2. Keep an eye on the time and how we are going with regards the schedule. If you start to run seriously behind time (more than 1 game) then please contact your Pitch Manager and / or the Tournament Registration Office. We do have some flexibility to reschedule some games and the earlier we can be informed the better.



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- 6.3. In line with Rugby 7s direction to protect pitches from unnecessary wear, please remind supporters to stay off the grass and behind the barriers around the pitches. Only pitch marshals, line judges, coaches, and medics should be on the pitch itself.
- 6.4. Finally, rugby should be played in the spirit of Integrity, Passion, Solidarity, Discipline and Respect. Please encourage all involved to hold these values high and enjoy the rugby.
- 6.5. If you find you are having real difficulties in enforcing this, please engage with your Pitch Manager. There are probably many other things we've forgotten but we're confident there won't be too many unforeseen challenges...

Pitch Manager Duties

A Pitch Manager is assigned to each age group. We thank all Pitch Managers for their ongoing support.

1. At least thirty minutes before your matches start, please collect a Pitch Manager's folder / box from the tournament registration office. These will contain balls, score sheets, pens, pencils etc.
2. Ensure that your Pitch Marshals and Medics are pitch side and equipped
3. Collect the score sheets from the Pitch Marshal's Box alongside each pitch, inform the Pitch Marshal that you are taking the score sheets (so they don't panic), and keep the Pitch Side scoreboards up to date (note: These will only be for the knock out rounds use the white board markers not permanent markers)
4. Deliver the scoresheets to the Tournament Registration Office where any revision to the scoreboards will be given to you.
5. Help to ensure that participating clubs supply referees for every game.
6. Assist with pushing the games along – timing is important, and the tournament always seems to run late.
7. Rugby should be played in the spirit of Integrity, Passion, Solidarity, Discipline and Respect. Please encourage all involved to hold these values high and enjoy the rugby. Control the players / coaches / spectators / team managers AND THE PARENTS if they become unruly. Support the referee if any disputes occur – THE REFEREE'S DECISION IS FINAL. Call the Tournament Directors for major disputes.
8. Support your Pitch Marshals!

The HSBC Rugby Festival Dubai 2025 is sanctioned by



The HSBC Rugby Festival Dubai 2025 is hosted by

