



Information Pack Saturday 5th July & Sunday 6th July 2025

Dear Managers, Players, and Spectators,

On behalf of the Management Team, we extend our warmest welcome and gratitude for your participation in the EMH July Football Fest at Westlands Playing Fields, London Road, Romford, RM7 9NU, on the 5th and 6th of July 2025.

Please find below all the necessary information to ensure you have an enjoyable day with us. Should you have any questions, kindly reach out to the management team. We request that you read this document in its entirety, as it contains essential information you will need to be aware of.

Event Location

The July Football Fest is being held at:

Westlands Playing Fields

London Road

Romford

RM7 9NU

Event Car Parking/ Entrance

Parking at this venue is limited, but if everyone cooperates, it can be effectively managed. We have coordinated with the council to arrange on-field parking, recruited volunteer parking marshals, and developed a comprehensive plan. We kindly request that attendees carpool whenever possible.

While there is an entrance and parking fee, our priority is not financial gain. To encourage car sharing, we are offering a reduced parking fee of £5 per vehicle, which includes entry for all occupants. If you arrive in a team bus, great! the cost remains £5, covering both parking and entry for the entire team.

For spectators arriving by foot the entrance will be £3 per adult. Children are Free of charge.

Event timings have been meticulously planned to accommodate these measures. We kindly request that you park considerately and adhere to the instructions provided by the marshals, as they are well-acquainted with the parking plan.

Parking outside the venue will likely result in a parking ticket. The surrounding area predominantly operates on resident permits only.

All vehicles are parked at the owner's risk, and the owner is solely responsible for them. We disclaim any liability for fines or damage to your vehicle.

Entrance to the venue

When arriving at the venue by car, please note that entry is only permitted from the left-hand turn, necessitating arrival from the Romford direction (refer to the map below for details).

The entrance fee for pedestrians is £3 per adult. Coaches (in teamwear will be Free of charge). While card payments are accepted at the entrance, cash is preferred due to potential connectivity issues. There will be two queues: one for cash payments and one for card payments. Please be aware that the cash line is expected to move more quickly, so it is advisable to bring cash.

Should you require any special arrangements for wheelchair access, kindly inform us in advance.



Event Timings & Team Registration

Timings & Team Registration

The following are approximate timings and may change based on the tournament schedule. However, registration and start times will be as stated and the tournament will begin promptly. Age groups are based on the next season 25/26.

Saturday 5th July 2025

Age Group	Registration Time	Start Time	Approx Finish
AM SLOT			
U7	8.45AM	9.30am	12.20pm
U8	8.45AM	9.30am	12.20pm
U10	8.45AM	9.30am	12.20pm
U11	8.45AM	9.30am	12.20pm
U12	8.45AM	9.30am	12.20pm
U13	8.45AM	9.30am	12.30pm
U15	8.45AM	9.30am	12.30pm
U16	8.45AM	9.30am	12.30pm
PM SLOT			
U7	1.00PM	1.30pm	4.10pm
U8	1.00PM	1.30pm	4.10pm
U9	1.00PM	1.30pm	4.10pm
U10	1.00PM	1.30pm	4.10pm
U11	1.00PM	1.30pm	4.10pm
U12	1.00PM	1.30pm	4.10pm
U15	1.00PM	1.30pm	4.10pm

Sunday 6th July 2025

Age Group	Registration Time	Start Time	Approx Finish
AM SLOT			
U8	8.45AM	9.30am	12.20pm
U9	8.45AM	9.30am	12.20pm
U10	8.45AM	9.30am	12.20pm
U12	8.45AM	9.30am	12.20pm
U14	8.45AM	9.30am	12.30pm
U16	8.45AM	9.30am	12.30pm
U18	8.45AM	9.30am	12.30pm
PM SLOT			

U8	1.00PM	1.30pm	4.10pm
U9	1.00PM	1.30pm	4.10pm
U10	1.00PM	1.30pm	4.10pm
U11	1.00PM	1.30pm	4.10pm
U13	1.00PM	1.30pm	4.10pm
U14	1.00PM	1.30pm	4.20pm
U16	1.00PM	1.30pm	4.20pm

Upon arrival at the tournament, the manager of each team must report to the registration tent to sign in and confirm the team's presence. At this time, you will receive information regarding your pitch name and location, along with any other relevant details.

There will be a manager briefing 15minutes before kick-off. This will take place in the middle of your pitch unless advised otherwise.

Managers: Please ensure that you have identification available for each of your players. The standard method is to use the squad sheet downloaded from the FA Full Time system, which is commonly used by leagues in London and Essex. If you have any questions regarding player eligibility, please contact the management team.

Event Map

The below map is not to scale – the layout however is as above for the day.



Registration Tent – upon entry. This is used for the registration of teams, results tent and the main information base for event staff. This will also be the area for lost and found.

Toilets –. Toilets are located in the building by the entrance / exit to the playing fields.

Food – There will be a range of food and drink available ranging from burgers, hot dogs, slushies, ice creams as well as Tea and coffee. Cash payment is preferred for ease and speed. Card payments will be accepted by some BUT NOT all the stalls.

H&S– It is the responsibility of each team to ensure that they bring adequate 1st aid equipment however there will be a 1st aider available at the results tent. In the event of the nearest hospital being required this will be Queens which is 5 minute drive from the venue. Queens hospital address is :- **Queens Hospital, ROM Valley Way, Romford, RM7 0AG**

Rules of the Tournament

Teams: 5v5- 1 Keeper – 4 Outfield, 5 Subs – 15 Minutes Straight

Teams: 7v7 - 1 Keeper – 6 Outfield, 5 Subs – 15 Minutes Straight

Teams: 9v9 - 1 Keeper – 8 Outfield, 5 Subs – 15 Minutes Straight

Teams: 11v11 - 1 Keeper – 10 Outfield, 5 Subs – 20 Minutes Straight

Power Play: There will be no power play in this tournament at any age group.

Format: Three points awarded for a win. One point for a draw. If teams are level when all preliminary games, position will be decided by goal difference. In the event of equal difference, the team with the highest number of goals “for” will qualify. If this is equal, the result of the match between the two teams will be taken into consideration. If that was drawn, the two teams will have a straight penalty shoot out to decide. If the position does not matter, for example does not determine qualification to a final (11 aside) or a league win (5,7,9aside) then the penalty shoot out will not take place and the teams will be a joint position (eg joint 3rd).

Penalties & Extra Time shootout: In the 11aside final, if scores are level after normal time, the game will go straight to penalties. Each team will nominate five players to participate in the shoot-out. Each side will take alternating penalties until they have completed them. Should the scores still be level, the game will be settled by sudden death penalties.

Age-specific rules:

U6 to U9 ONLY:

Deliberate Header Restart:

Deliberately heading the ball is an offence punishable by an indirect free kick - The indirect free kick is taken at the point where the ball was deliberately headed, except: Where a player deliberately heads the ball within their own penalty area, the referee will stop the game and restart with an indirect free kick to the opposition from the nearest side line of the penalty area where the offence took place.

Touchline Restart:

Kick-ins and dribble-ins will be introduced instead of throw-ins to create more technical opportunities for players with the ball at their feet, allow for more effective playing time, and to help reduce the amount of time the ball is in the air during a match.

- When the whole of the ball passes over the whole of the touchline, on the ground or in the air, instead of a throw-in, a pass-in / dribble-in is awarded
- The kicker that takes the pass-in / dribble-in may touch the ball again before it is touched by another player

At the moment of delivering the ball: -

- The ball must be stationary on the touchline at the point where it left the pitch; only the kicker may be off the pitch
- All opponents must stand at least 5 yards from the point on the touchline where the pass-in or /dribble-in is to be taken from
- A goal cannot be scored directly from a pass-in
- The ball is in play when it is kicked and clearly moves.

Sanctions in the event of a deliberate header in a match:

From the start of the 2024/25 season, there will be no disciplinary sanctions applied for a deliberate header in a match, unless the action is considered a persistent deliberate offence, which could then result in a caution

U6 to U10 only: Players must retreat to their own half for goal kicks

U6 to U13 only: Goalkeepers are not permitted to handle back passes

Match Cards: The manager of the winning team will be responsible for returning the result card to the result tent.

Equipment & Kits:

Fixtures will be published on Tournify. It will be the responsibility of the HOME TEAM to supply a suitable match ball. In case of a kit colour clash each team should have a set of bibs available for their use with the away side wearing the bibs.

Ball size: U7, U8, U9, U10- Size 3

U11 - Size 4

U12 –Size 4

U13—Size 4

Please note:

Where not specified all other laws of association of football will apply. The referee's decision is final in respect of the application of the laws. In all other aspects, the organisers decision is final.

Conduct of players & spectators:

Misconduct of any description from anyone associated with a team will not be tolerated, and may result in the team being disqualified from the tournament.

Any player issued a red card will be disqualified from the tournament.

Medals and awards:

Participation Awards will be available to collect for all teams Under 6-Under 12.

One Winners team trophy will be awarded to the winning team (all ages)

U13-U18 winners will receive an individual medal.

There will be 1 medal ordered per person based on maximum squad size.

Event Day Contacts

In the 1st instance please contact the EMH Manager within your group or failing that the event organisers Danny Willis 07710 253 571 or Lee Chilvers 07891 328 899 .

If your team can now not attend this event for any reason, please let us know asap. Unfortunately, there will be no refunds for any non-attendance for any reason.