



UNDER 18

Academy Week

6 – 10 July 2014

WORCESTER





2014 COCA – COLA UNDER 18 ACADEMY WEEK
INFORMATION BOOKLET
HTS DROSTDY – WORCESTER

INDEX

Nr.	Heading	Page
	Local Organizing Committee (LOC)	3
1	Accommodation	4
2	Meals	6
3	Registration & Team Entries	6
4	Functions	9
5	Medical	10
6	Security	11
7	Opening Ceremony	12
8	Fixtures	13
9	Practice Fields	15
10	Parking	15
11	Laundry Service	16

12	Arrival	17
	Drostdy – Accommodation & parking	18
	Drostdy Stadium map	18
	Drostdy Campus map	18

LOCAL ORGANIZING COMMITTEE (LOC)

Name	Portfolio	Email	Telephone
Willie Small	Tournament Director	wsmall@bolandrugby.com	082 658 2093
Willie Small	Finance	wsmall@bolandrugby.com	082 658 2093
Anthea Jantjies	Secretary, Functions/catering	anthea@bolandrugby.com	071 687 0674
Jaco van Wyk	Publications, Public Relations and Tournament Program	jaco@bolandrugby.com	084 645 3775
Jaco van Wyk	Marketing and Accreditation	jaco@bolandrugby.com	084 645 3772
Cliffie Booysen Desiree Thomas	Accreditation and Registration	cliffie@bolandrugby.com desiree@bolandrugby.com	082 995 0117 082 516 1491
Arthur Underhay Claude Schroeder	Function: Opening Evening/Catering	aunderhay@gmail.com cschroeder@capewineland.co.za	082 337 6697
Yusuf Jackson	Match officials	yusufj@sarugby.co.za	082 739 7733
David Coert	Selectors	coertdj@yahoo.com	079 235 1769
Danny Andrews	Security and Parking	targetsecurity@telkomsa.net	079 963 5361
Dawie de Lange	Accommodation	ddelange@live.com	082 774 4204
Kobus Vergotine	Referees	vergotinek@gmail.com	083 265 7402
Dr Ferdie Adams	Medical	ferdie.sean@gmail.com	082 821 1594
Anthea Jantjies	Back Office/Admin	anthea@bolandrugby.com	071 687 0674
Dawie de Lange	Chaperones	ddelange@live.com	082 774 4204

Denver Pienaar		dpienaar@bvm.gov.za	082 774 5921
Neville Heilbron	SARU Referees	neville@sarugby.co.za	082 995 3002
Patrick Esterhuizen	HTS Drostdy	patrick@live.co.za	082 879 7145
Ian Claassens	HTS Drostdy	bemarking@htsdrostdy.co.za	084 548 4232
Annamarie Underhay	Laundry	underhay62@gmail.com	082 337 6849

1. ACCOMMODATION FOR TEAMS

➤ Teams are allocated to the following hostels and rooms:

TEAMS	HOSTEL	ROOMS FROM	ROOMS TO
EASTERN PROVINCE	Bergsig		
GRIQUAS CD	Bergsig		
NAMIBIA	Bergsig		
SWD	Bergsig		
BLUE FALCONS	Bergsig		
FREE STATE	Drostdy		
WP	Drostdy		
LIONS	Drostdy		
BLUE BULLS	Noordsig		
BORDER	Noordsig		
BORDER CD	Noordsig		
LEOPARDS	Noordsig		
LIMPOPO	Noordsig		
PUMAS	Noordsig		
RED FALCONS	Pionier School		
GRIFFONS CD	Pionier School		
PUMAS CD	Pionier School		
KZN CD	Pionier School		
EASTERN PROVINCE CD	Pionier School		
LSEN XV	Pionier School		
GRIQUAS	Stalshuis		
BOLAND	Stalshuis		
GRIFFONS	Stalshuis		
KZN	Stalshuis		
BOLAND XV	Stalshuis - Broodblik		
LIONS XV	Stoeisaal		

- Except for hostel staff, only accredited team members will be allowed in the hostels at any given time. Make sure that you have the necessary identification with you.
- Please read the following carefully and make sure that your team members are fully aware of each of the stipulated rules, as this will make your stay all the more pleasurable.
- **OWN BEDDING IS ESSENTIAL- ALL PLAYERS, OFFICIALS AND BUS DRIVERS MUST BRING THEIR OWN BEDDING**
- There will be an 'After Hour's Residence Manager' on duty at Noordsig (from 18:00 to 06:00).
- Locks will not be provided. If someone loses their key they must report it to the Residence Manager on duty. The lock will ***only*** be cut open in the presence of the room occupants together with a senior official from the team (to verify that they are in fact the occupants of the room).
- The Team Manager together with a Drostdy representative must complete a 'Check in / Check out form' on arrival at the residences. An asset register is kept and all theft and breakages will be subtracted from the breakage deposit.
- **No team will be allowed to leave the hostel before such inspection has taken place and the necessary forms completed by both parties. Team managers please to liaise with Mr Dawie de Lange from the LOC with regards to time of departure.**
- Everybody must report all issues (security, plumbing, electrical, cleaning etc.) to the RESIDENCE MANAGER in the residence - they know who to contact.
- A Medical Standby Unit (with 2 paramedics) will be situated at Noordsig Hostel (24 hours a Day).
- Hostel doors close at 22:00 every day. No visitors or players will be allowed to enter the hostel thereafter.
- Occupants of each room are responsible for the tidiness and cleanliness of the room. Passages and bathrooms are the responsibility of the hostel staff.
- Rugby boots may not be worn in the hostel.
- No ball games may be played in the hostel.
- No laundry is to be hung from windows.
- The use of fire hoses, except for the purpose of firefighting, is a serious offence. A fine of **R2 000** will be applied in case of transgression of this rule.
- Meals are provided only at the stipulated times. The manager must accompany the team to all meals.
- Teams will attend meals wearing uniform dress. Shoes / sandals must be worn.
- No property or equipment belonging to the hostel may be removed from the hostel or moved in the hostel without the consent of the residence manager.
- No crockery or cutlery may be removed from the dining room.
- Team managers are responsible for their team equipment and behavior of their teams at all times.
- Team managers are responsible for arranging meals for players in the sick bay.
- If a player stays behind in his hostel room, it must be brought to the attention of the residence manager.
- Team managers must ensure that rooms are left tidy when teams depart.
- Team managers must take note that the use of the hostel facilities are at the teams own risk, and that any injuries to players due to recklessness will be the responsibility of the team management.

NO FORMAL OR INFORMAL GATHERINGS, PARTIES, SMOKING, DRINKING or ALCOHOL IS PERMITTED IN THE HOSTELS.

The behavior and conduct of players have always been impeccable. Impress this on your players as often as possible. The discipline of your team is your responsibility and is not transferable to any other official.

2. MEALS

Please adhere to all meal times as indicated. Inform the Residence Manager 24 hours in advance if your team will not be taking certain meals. This particularly applies when you intend to have a barbecue with the parents or if you decide to take them out to a restaurant.

- *The teams and their management will enjoy breakfast, lunch and supper at Noordsig hostel.*
- *Teams that stay at Pionier School will enjoy breakfast at Pionier School but lunch and supper is at Noordsig hostel.*
- **Breakfast**
 - Monday, Tuesday and Wednesday: 07:30 to 09:00 (Venue will close at 09:15)
 - Thursday: 06:00 to 07:30
- **Lunch** 12:15 to 14:00
 - **TAKE AWAY PACKS TO BE COLLECTED BY MANAGER/CHAPERONE (only on Wednesday)**
- **Supper**
 - Sunday: 17:30 to 18:45 (Venue will close at 18:45)
 - Rest of the week: 17:15 to 19:00
- Everybody will receive a meal voucher at registration. Lost cards will be replaced at a fee of R135 per day remaining (available at the Residence Manager).

3. REGISTRATION AND TEAM ENTRIES

(This takes place before the Week, at SA Rugby)

Registration for all SARU Youth Week's must be done prior to the Week, and this takes place at SA Rugby, as follows:

I am addressing this to the Unions. Please forward to the relevant people dealing with the Youth Weeks. **AS SOON AS POSSIBLE**. Especially Unions with Country District teams.

It is Youth Week time again. The following are the procedures to be followed regarding the Registration of Players.

Firstly:

Registration for the Coca-Cola U/18 Academy Week must be done prior to the Week, and this takes place at SA Rugby, as follows:

How to Register:

Registration for all SARU Youth Weeks must be done prior to the Week, and this takes place at SA Rugby, as follows:

All Team Managers visit www.sarugby.co.za and proceed to the ABOUT US tab, in the Main Menu tabs. In About us scroll down to the bottom where you will see: FORMS AND INFO. Click on the Forms and Info tab (<http://www.sarugby.co.za/content.aspx?contentid=10513>). You can download the relevant forms.

Download the Registration form and make enough copies for your entire team. Make sure the form is filled in **correctly** and **completely**. *Managers to check they are complete and have not left out information.* Attach a recent photo of the player and a COPY of his ID (DO NOT SEND ORIGINAL) in the relevant places on the form. For teams from outside South Africa, like Namibia, please attach a Photograph and a Photostat copy of their Passport, instead of ID, showing their names and Date of Birth. The School Headmaster must sign each form and stamp it.

WHEN YOU HAVE THE FINAL 4 TRIAL TEAMS GET THEM TO FILL IN THE PLAYER PROFILE FORM, THEN ONCE YOUR FINAL TEAM IS SELECTED YOU WILL ALREADY HAVE THEIR FORMS – TIME IS IMPORTANT. We have to register all players, in all Youth Weeks, and this takes time, so YOUR co-operation will be appreciated.

IMPORTANT

If you want me to check any ID's before you pick your final team, send me their names and ID numbers to eddieg@sarugby.co.za . You can send me your last 4 trial teams with their ID's and I will check them for you. DON'T leave it until the last minute.

REMEMBER EVERY PLAYER HAS TO BE ENTERED IN OUR DATABASE AND HIS ID CHECKED. THIS TAKES TIME SO PLEASE SEND IN YOUR TEAMS AS SOON AS IS POSSIBLE.

I WILL LET YOU KNOW IF ANY PLAYERS HAVE FALSE ID'S, SO THAT YOU CAN CORRECT THE SITUATION BEFORE YOU ARRIVE AT THE YOUTH WEEK.

Team Managers details:

Please send ASAP to eddieg@sarugby.co.za:

The Full Names and Surnames of your Managers of all the various Youth Weeks:

1. Which Youth Week they are Managers of
2. Their Cell Numbers

3. Their e-mail addresses and
4. Their Fax numbers

Team Form for Programme (Team List / Spanlys):

Please complete your "**Team for the Programme**", (Download from website, one of the 6 options) and ensure all information are filled in correctly, especially the Full Names, Positions, ID numbers and any previous Youth Weeks they have attended. This document **MUST BE SENT** to the Local Organizing Committee (LOC) of the Youth Week you are taking part in. This is for the Programme. **THIS MUST ALSO BE SENT TO Karen Nell** (see below).

Team Declarations Form:

The "**Team Declarations**" form is for you to download from the website, one for each game, and they have to be handed in before each game you play.

Medical Forms:

Make sure you and all your players are aware of the Medical and Doping Regulations and that all Medical forms are signed by parents and brought to the Youth Week, to be handed in to the Medical people. **DO NOT** send them to SARU with the Registration forms.

Make COPIES of all documents for yourself (in case the forms get lost). Place ALL the forms in an envelope, i.e.: the Registration Forms, Profile Forms and the TEAM FOR THE PROGRAMME and **COURIER ONLY (DO NOT POST, OR use Postnet, things tend to get lost) to:**

Karen Nell
SARU House
Tygerberg Park
163 Uys Krige Road
Platteklouf
Cape Town
7500
Tel: 021-928 7018
Fax: 021-928 7181

Finally, please ensure your couriered forms reach the SARU office by no later than THREE (3) weeks prior to the start of the competition.

Thank you for your co-operation. I do look forward to hearing from you.

Eddie Grieb
082 693 5917
eddieg@sarugby.co.za

The Teams for Programme and Team Declaration should **also** be couriered to:

The above information, plus a fully completed team list, must also be faxed to the LOC, Cliffie Booyesen - Boland Rugby Union (021 873 2434).
NO DOCUMENTATION - NO PLAY

1. Team managers must note that the Coca-Cola U/18 Academy Week 2014 is a tournament for Players not exceeding the age of 18, in other words under 18 on 1st January 2014. A player is regarded under 18 as long as he does not become 19 during the year of participation (in this case 2014). A player may therefore only be born in 1996 or thereafter.
2. The name and membership number of every player's medical aid fund as well as other relevant information must be indicated on the medical registration form. This form must also be accompanied by a copy of the medical aid card.
3. Every team manager will sign a written statement at registration in which he will declare his full understanding of the information on this website, pertaining to conditions of accommodation, as well as his full acceptance of the duties and responsibilities laid upon him.

TEAM ENTRIES

Team Managers are requested to download the Team Declaration, from the website OR use the attached

APPENDIX

These lists are to contain the following:

- Names of players, coaches, managers, physiotherapist, permanent representative.
- Number of bus drivers if any.
- Number of Halaal requirements
- Number of diabetic requirements.

These completed forms must then be couriered to SA Rugby, together with the Registration forms (Player Profile Form), not later than the **31 May 2014**, to the following address:

**Karen Nell
SARU House
Tygerberg Park
163 Uys Krige Road
Platteklouf
Cape Town
7500
Tel: 021-928 7018
Fax: 021-928 7181**

NB: Team managers are requested to take note that the same Team Declaration must **ALSO** be couriered before or on **31 May 2014** to the LOC:

**Boland Rugby Union
50 Fontein Street
WELLINGTON
7654**

**Attention: Cliffie Booysen
Tel/Cell: 021 873 2317/ 082 995 0117**

4. FUNCTIONS

➤ Functions will take place as follow:



- **SUNDAY EVENING, 6 JULY 2014:** Official Church Service

- **VENUE:** School Hall
- **DRESS:** Formal
- Function starts promptly at **19:00**. Players and officials to be seated by **18:50**

- **SUNDAY EVENING, 6 JULY 2014:** Social function for, invited guests and coaching staff.
 - **VENUE:** MARTIN OOSTHUIZEN CLUBHOUSE – see Map attached at the end of the document.
 - **DRESS:** Smart Casual
 - **Function starts at:** *After the Official Church Service*

- **MONDAY EVENING, 7 JULY 2014:** Mayoral Function for Guests of Honour, invited guests and coaching staff.
 - **VENUE:** Town Hall
 - **DRESS:** Formal
 - **Function starts at:** **19:00**
- **TUESDAY EVENING, 8 JULY 2014:** Cape Winelands District Municipality function, invited guests and coaching staff.
 - **VENUE:** TBC
 - This will start promptly at **19:30**
 - **DRESS:** Smart Casual
 - Transport from school is available at **19:00**

- **WEDNESDAY, 9 JULY 2014:**
 - **VENUE:** Boland Park, Worcester
 - This will start promptly at **10:00**
 - **Compulsory for all coaches (Info will follow)**

- **WEDNESDAY EVENING, 9 JULY 2014:** High Performance seminar.
 - **VENUE:** School Hall
 - This will start promptly at **19:30**. Players and officials to be seated by **19:15**
 - *Compulsory for all players and team management*

WEDNESDAY EVENING, 9 JULY 2014

- Function for coaches and officials – Wine tasting
- **VENUE:** TBC

5. MEDICAL

➤ GENERAL

MOUTH GUARDS ARE COMPULSORY FOR ALL PLAYERS DURING MATCHES

- Full medical services are available for the duration of the tournament.
- Team managers must provide for less serious ailments like headaches etc. The medical committee will, however, be of assistance as far as possible.
- Medical services are rendered to the account of the particular player and / or his union.

- Team managers must be in possession of a copy of the parents / guardians / medical aid fund membership card and membership number of the particular fund before any medical services are supplied. **A SECOND COPY OF THIS INFORMATION MUST BE SUBMITTED AT REGISTRATION AND THIS WILL BE HANDED TO THE MEDICAL STAFF ON DUTY AT THE FIELDS.**
- Plasters and bandages will only be supplied during matches and not for routine bandaging. If the players need bandages, first aid workers will help them to bandage injuries.
- Random tests for the use of forbidden stimulants as prescribed by SA RUGBY can be done by a qualified doctor.

➤ **AT THE PLAYING FIELD**

- A medical doctor, as well as trained medical staff, will be on duty during every match.

➤ **INJURIES DURING MATCHES**

- Members of the medical team will treat a player injured during a match.
- If any injury necessitates it, the medical doctor on duty will treat the player on the field.
- Seriously injured players will be transported by ambulance to the clinic / hospital. Such a player must be accompanied by an authorized adult or one of the team management.

➤ **MEDICAL SERVICES AVAILABLE**

- An ambulance and paramedics will be at the field on match days.
- First aid will available at every match.

MANAGERS MUST PLEASE ENSURE THAT PLAYERS DO NOT ABUSE THIS SERVICE!

- A medical doctor is on standby at all times.

➤ **COSTS**

Players with Medical Aid:

- Their parents will be responsible for payment of accounts.
- Player will be taken to the nearest private health facility: Medi Clinic - Worcester

Players without Medical Aid:

- Any injury incurred at the tournament, and referred by the medical doctor on duty, will be treated at the Worcester Provincial Hospital. **EACH UNION WILL BE RESPONSIBLE FOR THESE ACCOUNTS.**
- Managers should provide medicine for the routine ailments.

➤ **STRAPPING**

- No free strapping will be provided by any of the medical personnel, except in the case of injuries during a match.
- The manager of the side and the paramedic will decide whether a player should be taken to hospital.
- A file with the medical information of every player is of vital importance and should always be at hand.

A TEAM MANAGER OR COACH MUST ACCOMPANY PLAYERS WHICH GET TAKEN FROM FURTHER TREATMENT.

6. SECURITY

- Tight security measures will be in place at the playing fields, hostels and functions.
- Safe parking will be available at all official tournament events.
- All accredited persons are therefore urged to wear their cards at all official times, as entrance to the stadiums, events, hostel and campus will be strictly monitored by the security staff.
- If a team wish to return later than the predetermined lights out time, an arrangement need to be made with Mr. Arno Gerber from the LOC.

7. OPENING CEREMONY

TRAPPES PARK – A FIELD – HTS Drostdy

Monday, 7 July 2014, 15H00

ORDER OF EVENTS:

➤ **TEAMS**

Dress code: As determined by team officials.

The players will gather on the western side of the field at **14:45 on Monday, 7 July 2014**. Don't forget your banners! It is vitally important that all teams are in place for the procession on to be on time. Captains and vice captains will stand in front of their teams with the provincial banners and team officials behind.

Line up in the area in front of the main pavilion facing the rugby field in the order indicated below:

MAIN PAVILION

1	Boland	2	Boland XV	3	Border	4	Border CD	5	Blue Bulls
6	Free State	7	Griffons CD	8	Griffons	9	Griquas	10	Griquas CD
11	Namibia	12	Leopards	13	Lions XV	14	Lions	15	Red Falcons
16	Pumas CD	17	Pumas	18	SWD	19	Western Province	20	Limpopo
21	Blue Falcons	22	KZN	23	KZN CD	24	Eastern Province CD	25	Eastern Province
26	LSEN XV								

RUGBY FIELD

➤ **VIP'S**

Before the main match, Mr David Coert will accompany the guest speakers and other guests to the podium for the official opening ceremony by the – President Boland Rugby Union.

PROGRAMME

1. Teams will walk onto the field and take their place as indicated.
2. Guest of honour takes their place on the podium.
3. They are introduced to players, officials and the public by the master of ceremonies.
4. Official opening speeches:
 - a. President Boland Rugby Union
 - b. Mr Thys Bezuidenhout, Chairman SASRA
 - c. Coca-Cola Representative
 - d. Representative of Local or National Government (if in attendance)
 - e. SARU Representative
5. The singing of the National Anthem.
6. The teams leave the field accompanied by their management staff.

It is extremely important that no team should be late for the opening ceremony.

- At the conclusion of the opening ceremony, teams can remain to watch the main game for the day. They do however have to go for supper at 17:15.

8. FIXTURES

➤ **MONDAY, 7 JULY 2014**

The following times per venue will be applicable for the first day. Next games will be decided and announced based results of the first day's matches. This will be communicated to team management on Monday night at the social function and on Tuesday night at the Cape Winelands District Municipality function.

TRAPPES PARK - A FIELD			MIDDEVELD - B FIELD	
	TIME	TEAMS	TIME	TEAMS
1	08:45	Border vs Griffons	08:45	Griquas vs Griffons CD
2	10:00	Lions vs Red Falcons	10:00	Pumas CD vs Limpopo
3	11:15	Pumas vs EP	11:15	Blue Falcons vs SA LSEN XV
4	12:30	WP vs Free State	12:30	KZN CD vs Namibia

5	13:45	SWD vs KZN	13:45	Leopards CD vs Boland XV
	15:00	OPENING CEREMONY		
6	15:30	Boland vs Blue Bulls		

STEELKANT – C FIELD	
TIME	TEAMS
10:00	Border CD vs Griquas CD
11:15	EP CD vs Leopards

➤ TUESDAY, 8 JULY 2014

TRAPPES PARK - A FIELD			MIDDEVELD - B FIELD		
	TIME	TEAMS		TIME	TEAMS
1	08:30			08:30	
2	09:50			09:50	
3	11:10			11:10	
4	12:30			12:30	
5	13:50			13:50	
6	15:10			15:10	
7	16:30				

➤ THURSDAY, 10 JULY 2014

TRAPPES PARK - A FIELD			MIDDEVELD - B FIELD		
	TIME	TEAMS		TIME	TEAMS
1	08:00			08:00	
2	09:15			09:15	
3	10:30			10:30	
4	11:45				

HTS DROSTDY - STEELKANT			HTS DROSTDY - KNERSVLAKTE		
	TIME	TEAMS		TIME	TEAMS
1	08:00			08:00	
2	09:15			09:15	
3	10:30			10:30	

- **All matches need to start on time.** Team managers to ensure that teams are lined up next to the field 5 minutes before the start of their matches.
- The match will be shortened should a team be late.
- **THE PROCEDURE AT THE END ALL MATCHES IS AS FOLLOWS:**
 - Both teams and the referee/match officials (AR's) come together
 - Each team thanks the other for the game and then they both thank the ref through the 3 cheers

- Teams then leave the field immediately to allowed next match to commence.
- **Teams playing at HTS Drostdy fields on Thursday:** Please change at the hostel before going to your match. Change room facilities are limited.

➤ TOURNAMENT RULES

MANAGEMENT MEETINGS: SUNDAY, 6 JULY 2014 AT 17H00 IN BERGSIG HALL

MONDAY, 7 JULY 2014 AT 17H30 IN JAN BOSMAN CLUBHOUSE

TUESDAY, 8 JULY 2014 AT 17H30 IN JAN BOSMAN CLUBHOUSE

- **Quota is 11:11 per team.**
- Matches consist of two halves of 35 minutes each - ***RUNNING TIME***. Coaches must ensure that their teams are ready to take the field for matches to start exactly on scheduled times.
- SASRA will form the disciplinary committee for the duration of the tournament. Managers must accompany a player to the hearing.
- Players who are found guilty of using vulgar language (towards officials and players), display unacceptable behavior or racism, will not be allowed to participate for the rest of the tournament.
- **Each one of the 22 players in a squad must play a full match before the end of Tuesday 8 July 2014.**
- Substitutions: in accordance with the IRB U/19 rules.
- Yellow cards: 5 minute duration.
- **Red cards:** Players red carded to be available 30 minutes after the conclusion of the match for the hearing.
- **BokSmart:** All officials to be in possession of the required BokSmart accreditation at all time. This will need to be recorded on the team lists for the day.
- **Definition of a full match:** The player is in the starting line-up and completes the full match. If injured, a player must submit a medical certificate.
- A minimum of eight (8) players of colour are to be on the field at any given time during a match.

9. PRACTICE FIELDS

- **Practice fields** will be available at HTS DROSTDY [see map at the end].

10. PARKING

- **VIP:**
 - There is a limited number available. Only accredited persons will be allowed to use these.
- **Busses:**
 - At the hostel: Please use entrance one on **Somerset Street** and park in parking area. [See attached Campus Map]
 - On Match Days:

- **NO BUSES WILL BE ALLOWED TO PARK IN THE ROADS AROUND THE STADIUM.**
- **Public Parking:**
 - PLEASE ENSURE PARENTS DO NOT PARK IN RESIDENT'S DRIVEWAYS.

11. LAUNDRY SERVICE

- Only match jerseys, socks and shorts handed in directly after the game will be washed.
- Laundry must be handed in at the RUGBY CLUBHOUSE within 30 minutes after a game.
- Team managers must sign the control sheet, and must sign in all the clothes handed in. The control sheet must accompany the laundry bag for office use.
- All washing will be ready the following day at 8 am.
- It is very important that the clothes should be marked to make checking more convenient.
- Team managers are to ensure that all clothes are marked with permanent ink as explained below:
 - On the inside of the collar of the jersey.
 - At the back of the rugby shorts at the label. Both socks on the outside of the foot.
 - Marking of clothing : example:
 - **Jersey:** 1/5
1 = team's laundry number; 5 = number on the back of the jersey
 - **Shorts:** 1/5
 - **Socks:** 1/5
- **Laundry bags** must be will be provided to all teams.
- All loose articles, e.g. gum guards, keys, tissues, cell phones, etc must be removed from the pockets of shorts, before going to the laundry.

COCA COLA - UNDER 18 ACADEMY WEEK LAUNDRY BAG CONTROL LIST			
Date:		Team Manager:	
Team:		Committee member:	
Jerseys (No of)		Laundry:	
Shorts (No of)		Delivery:	
Socks (No of pairs)			

12. RECEPTION TIMES ON ARRIVAL

VENUE: Huis DR. Stals

SUNDAY, 6 JULY 2014 from 10:00 – 15:30

- Proposed arrival times for Registration as per the following schedule:

Between 10h00 – 12h00	Blue Bulls, Limpopo
Between 10h00 – 12h00	Lions, Lions XV
Between 10h00 – 12h00	Boland and Boland XV
Between 10h00 – 12h00	Leopards, LSEN XV
Between 10h00 – 12h00	Griffons, Griffons CD
Between 12h30 – 14h30	Pumas, Pumas CD
Between 12h30 – 14h30	Red Falcons, Blue Falcons
Between 12h30 – 14h30	Griquas, Griquas CD
Between 12h30 – 14h30	Namibia, Free state
Between 12h30 – 14h30	Eastern Province, Eastern Province CD
Between 15h00 – 16h00	KZN, KZN CD
Between 15h00 – 16h00	Border, Border CD
Between 15h00 – 16h00	Western Province, SWD

- Arrangements regarding the taking of all official team photos: this will be done within half hour of arrival.
- A fee of **R 100-00** per player must be paid at registration. This is for the printed team photos.
- **Staspro will make dvd's of all matches and it will be available at R120.00 per dvd next to the Tuckshop. You can contact Riaan Botha at 072 256 5136 or at riaan@statspro.co.za should you be interested.**

