



# Quicksticks Festival

## Organisation & Guidelines

*This guidance document offers advice on how to organise and deliver a Quicksticks Festival*



[www.playquicksticks.co.uk](http://www.playquicksticks.co.uk)

# Advice on how to organise and deliver a Quicksticks Festival

**A Quicksticks Festival is designed to bring together a cluster of schools or clubs at a central venue - this can be either a school playground, sports hall, artificial turf pitch, or a local hockey club pitch. The target group is children aged 7-11 (or Key Stage 2). The key intention is to provide participants with an opportunity to play, umpire and manage Quicksticks.**

Quicksticks is the recommended format for all primary school games hockey activity. Schools are encouraged to deliver intra school Festivals as Level 1 School Games activity, and then organize and enter local inter-school Festivals as part of Level 2 School Games activity. Level 3 county based School Games Quicksticks festivals may also run in some areas for some age groups, and teams from Level 2 events will feed through to these events.

Clubs are also encouraged to organize Quicksticks Festivals - either for their current 7-11 year old members to play in, or for youngsters from local primary schools to participate in to encourage the schools to take up hockey and to create a link between the schools and the club.

There are six members in a Quicksticks team, four playing on the pitch at any one time (please note there are no goalkeepers). The other two team members are officials - one manages/coaches the team and one umpires the game.

The game is played in three thirds and at the end of each third the two officials who have been umpiring and managing rotate with two of the outfield players. At the end of the game, all players will have rotated; playing Quicksticks for two thirds and officiating as a umpire or manager/coach for one third. Please see the Quicksticks Advisory Guidelines document for further information.

The rules are very simple allowing the players themselves to umpire the games. Please see the Quicksticks Rules document for further information. Simple umpiring Quicksticks prompt sheets are also available to help.

The whole emphasis of a Quicksticks festival should be based around FUN and participation, rather than performance and results.

This guide includes a step by step guide for organizers to follow when planning and running a Quicksticks Festival. It is accompanied by a series of templates which cover everything you need to organize and deliver a Festival. All of the following templates are available to download from the Festivals section of the Quicksticks website:

- Invitation letter to school(s) or club(s)
- Confirmation letter
- Risk assessment form
- On the day guide
- Team sheet
- Playing schedule
- Pool format sheet
- Match score cards
- Results sheet
- Participant certificates
- Press release - pre and post templates

# Step by Step Guide to Organising a Quicksticks Festival

**Please note these are guidelines only.** Organisers can choose to use the STEP framework (as detailed in the Quicksticks resources) to adapt Space; Time; Equipment or Players to suit the age and ability levels of the participants.

<b>1. IDENTIFY A VENUE</b>	<b>NEED HELP?</b>
<ul style="list-style-type: none"> <li>• Primary School – Playground/Sports hall</li> <li>• Link Secondary School – Playground/Sports hall/Artificial turf pitch</li> <li>• Local Hockey Club pitch</li> </ul>	Suggested pitch layouts on next page
<b>2. CALCULATE POSSIBLE PARTICIPATION NUMBERS</b>	<b>NEED HELP?</b>
<ul style="list-style-type: none"> <li>• Up to 32 teams (192 participants) - dependent on facilities and available leaders. 32 teams requires 16 Quicksticks pitches</li> </ul>	Suggested pitch layouts on next page 'Playing schedule' template download
<b>3. SOURCE EQUIPMENT</b>	<b>NEED HELP?</b>
<ul style="list-style-type: none"> <li>• Quicksticks equipment bag(s), or hockey sticks and Quicksticks balls, Quicksticks goals (made from Samba football goal sets), stopwatch, whistles, cones</li> </ul>	Equipment section on <a href="http://www.playquicksticks.co.uk">www.playquicksticks.co.uk</a>
<b>4. IDENTIFY PERSONNEL REQUIRED</b>	<b>NEED HELP?</b>
<ul style="list-style-type: none"> <li>• Organiser/On the Day Coordinator</li> <li>• Young leaders to help deliver/assist</li> <li>• One person per team (Match Official)</li> <li>• Welfare Officer (if run as club activity)</li> </ul>	Quicksticks training available on <a href="http://www.playquicksticks.co.uk">www.playquicksticks.co.uk</a> Teacher, coach or young leader Club Welfare Officer
<b>5. DOWNLOAD TEMPLATE ORGANISATION DOCUMENTS</b>	<b>NEED HELP?</b>
<ul style="list-style-type: none"> <li>• Invitation letter, confirmation letter, risk assessment form, on the day guide, team sheets, playing schedule, pool sheets, score cards, results sheet, rules, advisory guidelines, certificates</li> </ul>	Festival section on <a href="http://www.playquicksticks.co.uk">www.playquicksticks.co.uk</a>
<b>6. CONFIRM FORMAT AND SCORING</b>	<b>NEED HELP?</b>
<ul style="list-style-type: none"> <li>• Teams of 6 (4 playing on the pitch with no GK. 1 player manages/coaches the team and 1 player umpires the game)</li> <li>• Teams can be boys, girls or mixed</li> <li>• Suggested format used - Round robin to allow games of 3 periods (rotation of two officials at end of each playing period)</li> <li>• Game duration - thirds of 5-7 minutes (7-8 year olds) or 8-10 minutes (9-11 year olds), with 2 minutes change over</li> <li>• The team scoring the most goals is the winner, if no goals or equal goals are scored, the match is drawn</li> <li>• Penalty runs are to be used if a winner is deemed necessary</li> </ul>	'Playing schedule' template download  Quicksticks Advisory Guidelines
<b>CHECKLISTS</b>	
<b>PRE-EVENT CHECKLIST</b>	<b>NEED HELP?</b>
<ul style="list-style-type: none"> <li>• Planning meeting with schools, School Games Organisers, and/or local club(s)</li> <li>• Send invite letters to schools / clubs</li> <li>• Train organisers/young leaders (Quicksticks online training recommended)</li> <li>• Collate entries</li> <li>• Create playing schedule</li> <li>• Send confirmation to schools/clubs (to include schedule)</li> <li>• Check appropriate equipment for number of players</li> <li>• Prepare young leader briefing</li> <li>• Prepare score cards &amp; results sheets</li> <li>• Send out press release, invite local press and photographer</li> </ul>	Festival section on <a href="http://www.playquicksticks.co.uk">www.playquicksticks.co.uk</a> Quicksticks training available on <a href="http://www.playquicksticks.co.uk">www.playquicksticks.co.uk</a>
<b>ON THE DAY CHECKLIST</b>	<b>NEED HELP?</b>
<ul style="list-style-type: none"> <li>• Layout pitches</li> <li>• Complete risk assessment &amp; safety checks</li> <li>• Brief young leaders</li> <li>• Run through rules and scoring system</li> <li>• Organise teams prior to games</li> <li>• Collate scores</li> <li>• Distribute certificates/prizes</li> <li>• Distribute club flyers (if club present at school event)</li> </ul>	'On the day guide' template download
<b>POST EVENT CHECKLIST</b>	<b>NEED HELP?</b>
<ul style="list-style-type: none"> <li>• Produce press release, send to local press, England Hockey Regional Office and all schools and clubs involved</li> <li>• Review event and note improvements</li> </ul>	'Post-event press' release template download

# Quicksticks Pitch and Festival Layouts

## Quicksticks Pitch

The field of play is rectangular, and based on the dimensions of a standard netball court. Areas referred to as 'shooting areas' can either be based on lines already in place (e.g the shooting circles on a netball court), or can be marked out using temporary markers (such as throw down markers).

### 30.5m x 15.25m

An example of a Quicksticks pitch



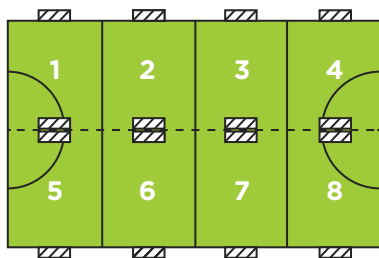
Note - where there are no pitch markings, a marked rectangular area can be substituted or the outer thirds of the court can be deemed the shooting area

## Pitch Layout Options

If a full size artificial turf pitch is available then eight Quicksticks pitches can be marked out on one pitch - two pitches per quarter, with goals on the sidelines and back to back in the middle of each quarter:

### 1 hockey pitch

= 8 Quicksticks pitches,  
16 teams, 96 participants



### 2 hockey pitches

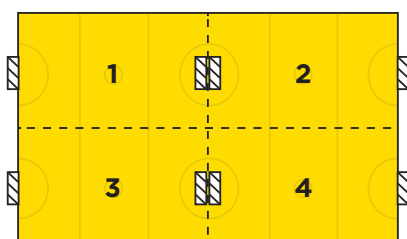
= 16 Quicksticks pitches,  
32 teams, 192 participants



If the Festival is to be held on a netball court/tarmac area or in a sports hall the following layouts are suggested:

### 4 netball courts/tarmac area

(dimensions approx 60m x 25m)  
= 4 Quicksticks pitches,  
8 teams, 48 participants



### 2 netball courts/sports hall

(dimensions approx 30m x 25m)  
= 2 Quicksticks pitches,  
4 teams, 24 participants

