



**Féile na nGael
2017**

**Host Club
Information Pack**

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6 - Official Programme Information Requirements

One good quality Digital Team Photograph. Make sure all children are looking at the camera.

The photograph should be of a high resolution 360 DPI.

Don't take it from Facebook – It has to be original

Team and Mentors' names (24 plus 4 mentors),

All programme information to be forwarded by Mon. 20th March, 2017, to hannah.horan.leinster@gaa.ie

No other means of submitting information will be accepted and only the above information should be sent.

7 - 5 things to do now

- Input dates 16th/17th/18th June into your phone as Féile Dates
- Like GAA Féile on Facebook
- Follow @feilegaa on Twitter (National)
- Follow @feilenangael2017 (local)

Unsure what to do ask immediately:-

South East Feile Organising Committee

Chairman : Peter O'Neill – cnocspa@gmail.com

Secretary: Alan Mulhall – alan.mulhall.leinster@gaa.ie



Introduction

Congratulations on being selected as one of the host teams for Féile na nGael South East 2017.

It is important to highlight that National Féile tournaments in the past have provided Clubs with a wonderful opportunity to foster long lasting relationships.

Many clubs that have hosted Féile have highlighted the positive impact on the atmosphere and culture of their club. We hope to see this across the region during and after Féile 2017.

What to do next

1 - Set up a Féile Club Committee

Each Club should now focus on setting up a Féile Hosting Committee, which should include links to the main club, but not necessarily have the main club running the committee. In cases where clubs have, both a boys and girls put team it is encourage that one Committee in place.

The Committee must have their nominated Féile Co-ordinator at the heart of the committee and this is **the only point of communication** with the South East Féile Committee.

The Committee should focus on planning the events in the lead up to the hosting as well as the day itself as well as getting to know the Guidelines for Hosting at Féile na nGael 2017.



The following guidelines should help.

Hosting of players:-

- Players should be accommodated in family homes, with one of your own player's families if possible.
- Players should be accommodated in pairs. No player should be left on his/her own.
- Host families should be well known to club officials.
- Each host family will be required to comply with Garda vetting procedures. Application forms for Garda vetting will be distributed and must be returned immediately as all host families must be approved in advance of the Féile.
- All host families should provide their contact details to the club. These details should be provided to the visiting team mentors.
- Host families should also be given contact details of mentors and parents for their visiting players.
- Host families should be kept informed of any special requirements a player may have e.g. conditions such as asthma, fear of dark etc...

Hosting of Mentors:-

- The host club should allow for up to four mentors to be accommodated.
- Whether mentors are housed in family homes or in other accommodation is to be decided by the host club.
- It would be advisable to make early contact with your visiting club as soon as you have their details. It will only then be possible to put many of these measures in place



5 – Get to know Féile

Below are some of the actual facts associated to Feile and you are encouraged to spread these facts around to people within your club and community in order to let people know how big the event actually is.

We would hope that by doing this so early in the year that people will spread the word.

Additional statistics in relation to Féile na nGael 2017

- 8,000 players under 14 years participating
- 1,000 coaches and mentors guiding teams.
- 40 finals played in three counties on Sunday.
- 150 referees required at the Féile
- 500 officials as umpires and lines-men.
- 100, 000 visitors to the area.
- 25,000 will attend finals.
- 175 busses will be used for the weekend.
- All accommodation in Wexford, Kilkenny and Carlow will be booked to capacity.
- €10,000,000 - value to the economy, which includes travel, accommodation, playing gear and food.



4- Team preparation

In order to prepare the teams it is hoped that a number of Féile type blitzes will take place in the region in the lead up to the event.

This is for teams to get a chance to adapt to the Féile rules and will get each panel comfortable with the amount of substitutions in each game.

It is also a way for us to dry run the rules with our referees in advance of the weekend. These dates will be known later in the year.

Clubs should also prepare work on getting your team ready for Inspection during Féile

N.B.: A player may be required by a National Féile Official or their nominee to give his/her signature and date of birth at any time during the Féile.



Hospitality

As a host club, you will be expected to provide a level of hospitality for your visiting team and mentors.

Players will have played two games on Friday; they will also have two more games on Saturday. On Saturday evening, it is suggested that host clubs would provide some form of hospitality for visiting players and mentors. Again, if a team is still involved at this stage, the level of this hospitality will need to be decided upon. It would be important that any organised events would be carefully and strictly supervised.

Clubs will leave on Sunday morning after breakfast. Arrangements to attend the Finals on 18th June, 2017 can be made with your visiting club when you make contact with them. Arrangements for attending religious services should also be discussed with your visiting club.



2 - Garda Vetting

When a Club chooses a household to host visiting team members it's important to note that the members of that household must, in accordance with the National Vetting Act, be vetted and this must be done prior to hosting.

Vetting for Féile 2017 is now carried out on-line as we have dispensed with paper vetting applications. The on-line system is faster, it eliminates mistakes and it allows us to liaise directly with each applicant through their nominated e-mail address

The on-line process is highly confidential and secure and neither the Club nor the County Board can access or see the details filled in on a vetting application form by a host family member or a coach. The form may only be accessed by the National Vetting Bureau (NVB) or by the GAA National Children's Officer, on behalf of the GAA.

Before anybody applies for vetting as part of a host family please note that each applicant must supply the Club Féile Coordinator with a copy of photographic ID (e.g. passport copy) and proof of address prior to applying. Please also note that as part of hosting requirements at Féile 2017 we only vet host family members who are or will be over 18 yrs. of age on the date(s) of hosting. ID documents will be disposed of once the vetting process has been completed.

How do you apply for vetting?

An applicant commences the vetting process by going to gaa.ie and the vetting section under Child Welfare and Protection.



Step 1: What is called a Vetting ID Form. Once they complete this ID form, and give it to the Féile coordinator along with the ID documents, they then proceed to Step 2.

Step 2: The applicant then proceeds to complete the GAA online E-vetting Application Form on the GAA website under vetting.

Step 3: The applicant will then receive an email from the NVB containing an invite to complete the vetting application form.

Once this form has been submitted to the NVB the GAA would in normal circumstances hope to have informed the applicant that they have successfully completed the process within a two-week period.

When the GAA sends the vetting acceptance letter to a host family member by email a copy of that letter is automatically generated to go to the Secretary of the host Club at the same time. This saves time and a huge administrative burden on Clubs.

All queries on vetting may be sent to evetting@gaa.ie

3 – Publicising the Event

It is very important that you use all the tools available to you to promote Féile within your club.

We are encouraging active use of Social Media to include twitter and Facebook to let people follow the journey in the build-up.

Also, do your best to include notes in the local media from time to time as well.

Getting posters up in your clubhouse and nearby school(s) to get the word out.

