**BUCS South Eastern Conference Cup Finals 2025 Event Guide**

# Introduction

Congratulations to all teams that have qualified for the BUCS South Eastern Conference Finals 2025. Team Brunel are excited to be hosting this event on behalf of the South East Region, with the help of Brunel University of London.

Please can all team captains read this information in full.

**Key Event Info:**

* **Date:** 05/03/25
* **Location:** Brunel University of London, Kingston Lane, Uxbridge, UB8 3PH

# Event Timetable & Registration

|  |  |  |  |
| --- | --- | --- | --- |
| **Sport** | **Venue** | **Warm-Up** | **Kick-off/Start Time** |
| Rugby Union (Men's Shield)  **City St Georges 3 vs Royal Holloway 2** | Cemetery Pitch, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 09:30 | 10:00 |
| Rugby Union (Men's Trophy)  **TBC (Kent 2/St Marys 2) vs Reading 3** | Cemetery Pitch, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 11:30 | 12:00 |
| Rugby Union (Women's Cup)  **Essex 1 vs Hertfordshire 1** | Cemetery Pitch, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 13:30 | 14:00 |
| Rugby Union (Men's Cup)  **Portsmouth 1 vs Imperial (Medics) 2** | Cemetery Pitch, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 15:30 | 16:00 |
| Football (Men's Trophy)  **SOAS 1 vs Surrey 5** | 3g, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 10:30 | 11:00 |
| Football (Women's Cup)  **Imperial 1 vs TBC (UCL 1/UCFB 1)** | Centre Pitch, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 12:30 | 13:00 |
| Football (Men's Cup)  **Hertfordshire 1 vs Reading 2** | 3g, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 14:30 | 15:00 |
| Lacrosse (Men's Cup)  **Surrey 1 vs Portsmouth 1** | Site 5, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 09:30 | 10:00 |
| Lacrosse (Women's Cup)  **Royal Holloway 1 vs Portsmouth 1** | Site 5, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 11:30 | 12:00 |
| Tennis (Men's Cup)  **Surrey 1 vs City St George’s 1** | Tennis Courts, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 10:00 | 10:00 |
| Tennis (Women's Trophy)  **Kent FAST4 1 vs Surrey FAST4 1** | Tennis Courts, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 10:00 | 10:00 |
| Tennis (Women's Cup)  **Essex 2 vs Kent 1** | Tennis Courts, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 13:00 | 13:00 |
| Hockey (Men's Trophy)  **Reading 4 vs Royal Veterinary College 1** | Multi-Use, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 09:30 | 10:00 |
| Hockey (Women's Trophy)  **Portsmouth 2 vs Imperial (Medics) 4** | Multi-Use, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 11:30 | 12:00 |
| Hockey (Men's Cup)  **Essex 1 vs St Mary’s 1** | Multi-Use, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 13:30 | 14:00 |
| Hockey (Women's Cup)  **Brunel 1 vs Essex 1** | Multi-Use, Sports Park, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 15:30 | 16:00 |
| Fencing (Women's Cup)  **King’s College 2 vs TBC (Imperial 2/Royal Holloway 1)** | IAC Track, IAC, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 10:00 | 10:00 |
| Fencing (Men's Cup)  **Queen Mary 1 vs LSE 1** | IAC Track, IAC, Brunel University, Kingston Lane, Uxbridge, UB8 3PH | 13:00 | 13:00 |



**Registration:**

Please arrive at least 1 hour before your fixture start time to register. When you arrive at the venue, please go to the following registration desk where a member of staff will show you to your fixture location and changing room (if allocated). If you arrive late, we may not be able to delay the start of the fixture due to facility constraints.

|  |  |
| --- | --- |
| **Sport** | **Registration Desk** |
| Rugby Union | Fencing | Brunel Sport Centre (Location E4 on Campus Map) |
| Football | Hockey | Lacrosse | Tennis | Brunel Sports Park (Location H1 on Campus Map) |

# Venue Information

* Campus Map - <https://www.brunel.ac.uk/about/documents/pdf/Campus-Map-2021.pdf>

A map of a city

AI-generated content may be incorrect.

* **Catering Information:** We will not be providing food at the sports facilities, but should you want refreshments, they will be available from the Union building in the Hamilton Centre (D4 on the map).

# Key Contacts

* **Event Organisers:**
  + Matt Thornton – [matt.thornton@brunel.ac.uk](mailto:matt.thornton@brunel.ac.uk) – 01895 266 061
  + Chris Hepworth – [Christopher.Hepworth@brunel.ac.uk](mailto:Christopher.Hepworth@brunel.ac.uk) – 01895 266 300
  + Ed Walker – [Edward.Walker@brunel.ac.uk](mailto:Edward.Walker@brunel.ac.uk)
  + Paul Goosey – [Paul.Goosey@brunel.ac.uk](mailto:Paul.Goosey@brunel.ac.uk)
  + Andrew Singh - [Andrew.Singh@brunel.ac.uk](mailto:Andrew.Singh@brunel.ac.uk)
* **Emergency Contact:**
  + Campus Security - 01895 255 786
* **Help Desk Information:**
  + Sport Centre - 01895 265 305, [Sports.Centre@brunel.ac.uk](mailto:Sports.Centre@brunel.ac.uk)
  + Sports Park - 01895 265 608, [Sports.Park@brunel.ac.uk](mailto:Sports.Park@brunel.ac.uk)
  + Indoor Athletics Centre - 01895 267 475, [iac@brunel.ac.uk](mailto:iac@brunel.ac.uk)
  + Union Reception – 01895 269 269, [Union.Reception@brunel.ac.uk](mailto:Union.Reception@brunel.ac.uk)

# Travel & Transport

* **Getting Here:** <https://www.brunel.ac.uk/about/documents/pdf/Campus-Map-2021.pdf>

A map of the university of london

Description automatically generated

* **Parking Information:**
  + **Arrival Guidelines:**
    - **Timing:** Please arrive no earlier than **1 hour** before the scheduled start time for your fixture to ensure smooth event logistics and avoid congestion.
  + **Parking Instructions:**
    - **Car/Minibus Parking:**  
      Depending on your fixture, please follow the designated parking locations:
      * **Rugby Union and Fencing -** Park at the **Sports Centre** (E4 on campus map) and use the changing facilities there.
      * **All Other Fixtures –** Park at the **Sports Park** (H1 on campus map) and use the changing facilities there.
  + **Coach Parking:**  
    If arriving by coach:
    - **Drop-Off:** Coaches should drop off passengers at the **IAC drop-off point** (F4 on campus map).
    - **Parking:** Coaches **cannot remain on campus**. Please arrange for alternative off-site parking in advance to avoid any disruptions.

# Match Requirements

* **Cost**
  + Each institution will be invoiced by Union of Brunel Students for £2.50 per player, per squad, based on the squad sizes submitted by BUCS.
  + This money will cover the costs associated with hosting the Finals event. Each institution will be invoiced after the event.
* **Officials**
  + Team Brunel will appoint and pay all Match Officials in line with Appendix-5-BUCS-Match-Officials-Requirements.
  + Please treat all Match Officials with respect and in line with the Code of Conduct.
  + If a Match Official has not arrived for your fixture, please call Matt Thronton on 01895 266 061
* **Equipment**
  + The key equipment for your fixture, such as the balls, will be provided for you at your venue, but all personal equipment must be provided by the teams playing.
* **Playing Kit**
  + If there are any kit clashes, the home team should change to an alternative kit, and this should be agreed by both institutions in advance.
* **Medals**
  + Medals will be presented by Team Brunel staff after each fixture has completed
* **Fixture Postponement**
  + If the fixture cannot take place for any reason, the fixture will revert to the home team and be played on another date agreed by both institutions.
* **BUCS Play:**
  + BUCS will update the fixture details on BUCS Play.
  + Team sheets need to be completed on BUCS Play by all teams.
  + All competitors should bring their student ID cards for verification.
  + Home teams are responsible for submitting the scores on BUCS Play as usual.

# Health & Safety

**Emergency Procedures:**

* In the event of an emergency, Brunel Sport staff will provide clear instructions and lead the evacuation or response procedures. Please follow their guidance promptly to ensure everyone's safety. They will be wearing black and white Brunel University branded tops.

Medical Support:

* Brunel Sport staff will coordinate and administer medical support if needed. First aid stations will be clearly signposted, and staff will be available to assist with any medical concerns.

# Code of Conduct

**Any behaviour that discriminates or discourages participation will not be tolerated.**

* **Maintaining Reputation:**
  + **Examples of unacceptable behaviour on the pitch include:**
    - Violent behaviour.
    - Disrespect towards officials.
    - Failure to follow instructions or policies set by the sport’s governing body or facility.
    - Any breach of sportsmanship within a match environment.
* **Respectful and Inclusive Behaviour:**
  + **Sexual Bullying and Harassment:**
    - Zero tolerance on intimidation, discrimination, or bullying based on gender.
    - This includes inappropriate or uninvited proposals, touching, or sex-based language.
    - We respect all individuals, their choices, and their rights.
  + **Racist, Anti-Religious, Anti-Cultural, or Anti-Ethnic Behaviour:**
    - There must be no discrimination or actions that cause others to feel prejudiced due to their race, religion, culture, or place of birth.
    - Avoid using language or actions that could humiliate or isolate others.
  + **Anti-Sexuality Language or Behaviour:**
    - Homophobic, bi-phobic, transphobic, or other discriminatory behaviour regarding sexuality is strictly prohibited.
    - Do not use someone’s sexuality or implied sexuality as a basis for intimidation or discrimination.
* **Alcohol Policy**
  + **Strictly No Alcohol:**
    - Alcohol is not permitted on the grounds under any circumstances.
    - Participants and spectators must adhere to this policy to maintain a safe and professional environment.

# Additional Information

* If you have any questions, please contact Matt Thornton at [matt.thornton@brunel.ac.uk](mailto:matt.thornton@brunel.ac.uk). We look forward to seeing you at the BUCS South Eastern Conference Cup Finals 2025!