



Regional Level 3-6 Finals 2017
**The Jean Brown Arena, Redbridge Sports
Centre, Forest Road, Barkingside, IG6 3HD**

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Venue information

Venue title: ***The Jean Brown Arena, Redbridge Sports Centre, Forest Road, Barkingside, IG6 3HD***

Directions:



Hainault Rd
NOT
Hainault Rd

Tickets (Available at the entrance door)
Adult: £7.00
Concessions: £5.00
Concessions =
5-16 and 60+
4 and below = free
Cash, Paypal and Credit / Debit Cards

By Underground: We are located next to Fairlop Tube Station on the Central Line.



From the M11: At the end of the M11, take the left hand fork towards The City and A12. Take the first exit and at the roundabout at the end of the slip road take the first exit onto Redbridge Lane East. Go across several mini roundabouts and, when coming to a large one, go straight over into Longwood Gardens. Continue along Longwood Gardens (over some more mini roundabouts!) until you get to another slightly larger one. Turn right at this roundabout into Fremantle Road. At the traffic lights, turn left into Barkingside High Street. Carry on down until you reach the main roundabout. Take the third exit into Forest Road. The Centre is about 100 yards up on the left hand side just before the railway bridge.

From the North Circular Eastbound: Take the A1400 exit off the North Circular (just before the M11). At the roundabout take the 2nd exit towards Southend and the A127. Go over a set of pedestrian lights and at the next set of lights take the left hand turn into Clayhall Avenue. Go straight up Clayhall and at the roundabout go straight over (effectively the first exit.) At the traffic lights turn left into Barkingside High Street. At the next roundabout take the third exit into Forest Road.



Ample parking is available at a cost of £2.00.



On arrival at the Centre follow the road below PAST the first sports centre (red van pictured in photograph). The competition venue is the silver building top left. The Jean Brown Arena competition venue is pictured RIGHT. Please enter through the glass doors at the front and follow directions. London event staff (turquoise polo shirts) will be able to direct you.

Event Personnel

The competition organiser: **Anita Merrick**

Judging Convenor: **Lauren Murdock and Jade Salim**

Medical provision: There will be a first aider present during the event. The first aider may be contacted through the Control desk.

Welfare Officer: There will be a welfare officer on duty during the event. The welfare officer may be contacted through the competition organiser

Announcer: **Chloe Eyles and Brian Stocks**

Technical information

Clubs: Must be BG registered and LG affiliated

Supervising coaches: Must have a current paid Gold BG membership, Current BG DBS & SPCA, & minimum level 2 qualification.

Assisting coaches: Must have current silver BG membership, DBS, SPCA & minimum level 1 qualification.

Level 1 assisting coaches must be coaching within their coaching qualification and be supervised by a Level 2 coach.

Gymnasts: Must have current BG membership and have qualified through their Zonal Competition

Judges: Judges require a current minimum Bronze BG membership & judging qualification

Equipment specifications: **As in the competition rules**

Judges' meeting: There will be a judges meeting at **08:15am at the venue in Studio 2.**

Coaches' meeting: There will be a coaches meeting **briefly prior to each competition within warm up.**

Gymnast registration: Registration for gymnasts is via online screens in the main arena. Photographs are taken at this point (for display on the arena screens) so please ensure gymnasts are competition

ready. The registration is open all day. For the first round coaches will register the gymnasts. For all other rounds gymnasts can register on arrival with their parents. Each gymnast will receive a voucher for one free GfA Finalist T-shirt. Vouchers will be handed out at registration

Music:

Via Gymdata. Full Instructions of how to upload music will be provided.

Coaches should bring a back-up CD, iPod or mp3 player with music to the event.

BG/LG Photo Policy: By entering an LG event, there is an acceptance that the participants may be photographed and the photograph may be published in LG communications. Any person wishing to use video, film, or take photographs must abide by the BG 'Photography at Events' Policy. (www.british-gymnastics.org) Photos may only be taken for personal use. You may not take photos for sale, other commercial use, or publications in printed or electronic form, such as on websites. Clubs may publish some photos of their own gymnasts, but this may only be done in accordance with BG 'Child Protection' Policy

Flash may not be used at any time whilst gymnasts are warming up or competing. Any concerns about any photographer or the suitability of any photos being taken should be reported to the Welfare Officer at the event.

Nominated coaches must not take photos or videos, whilst in the arena, with the exception of during presentations. Coaches who are spectators are covered by the same rulings as parents/guardians.

Competition Timetable

Sunday 26th November 2017			
Coaches Arrival 8.00am Judges' Meeting 8.15am Doors Open for Spectators & Gymnasts 8.15am Judges Lunch 14.00			
Registration from 8.15am, coaches to register gymnasts in Round 1 and then parents on arrival for all other rounds.			
Round	Warm Up	March On	Comp Finish
1	8.30	9.00	11.45
2	11.00	11.45	14.30
3	13.45	14.30	17.15
4	16.30	17.15	20.00

Gymnasts' attire: Gymnasts must march on in competition attire/ club tracksuits. Long hair must be tied up.

Girls: Appropriately fitting, long or sleeveless leotard, tight fitting shorts can be worn, gymnastics shoes may be worn.

Boys: Appropriately fitting Sleeveless leotard and gymnastics shorts, gymnastics shoes may be worn.

Jewellery, body piercing and similar adornments are not allowed.

Coaches' attire: In line with BG regulations, coaches must wear club tracksuit or polo shirt, t -shirt and long track bottoms. Footwear should be clean trainers or socks. Coaches will not be allowed on the floor if wearing inappropriate clothing or jewellery and their gymnasts may be removed if an alternative coach is not present. Long hair must be tied back and bags should not be held whilst coaching.

Chewing gum is not permitted at anytime.

Judges' attire: Judges and officials must wear *black/blue* suits, skirts or trousers with jackets and white shirts with black smart shoes. Please see Judges' Charter in Appendix.

Electronic communications: Apart from as required for the running of the competition, gymnasts, coaches, judges and officials must not use mobile phones or any other electronic communication devices including tablets, to make calls, take photographs or be used for other forms of communication in the arena during the event.

Inquiries and protests: A coach may only inquire about the difficulty score, in accordance with the principles of the FIG code of points. Inquiries can be made only for a coaches' own gymnast. Please go to the Control desk where you will be able to collect a form. Full details of the appeals procedure can be found in the rule book.

Tie breaks: In the event of a tied score, there will be no tie-break and tied gymnasts will have the same ranking.

Scoring and results: Scores will be shown after each performance on the big screens in the arena. A printed receipt with the score will be available for coaches. This can be collected from the table next to the Control desk. Scores will be published on the LG website. During the day please get live updates of scores via www.gymdata.co.uk

Categories: Gymnasts are split into groups so they are competing with others of a similar age. The codes refer to Level first eg 5, then Gender eg G for girls, then a letter with A being the oldest category and the highest letter being the youngest gymnasts in a category.

It is essential that coaches ensure their gymnasts are registered on BG with the correct Date of Birth.

Presentation ceremony and awards: All gymnasts must be present for the presentation ceremony at the end of the round they have competed in. Gymnasts and coaches participating in the presentation ceremony must march on in competition attire. A medal will be presented to the first, second and third placed competitors in all categories.

If gymnasts did NOT receive a Pin Score at Zonals but then achieve the score at Finals then they will be able to collect a pin

from Control after their competition. A coach must bring the gymnast and proof of their scores.

Trophies will be awarded for top floor score and top vault score in each category. Ribbons will be awarded to 4th, 5th and 6th place in a category.

Coaches should remain seated the presentation, you may take photographs but please aware that the Event photographers also have a job to do and cannot be held up from taking the official shots. Gymnasts should be reminded to sit sensibly during presentation. At the end of presentation gymnasts must follow the line back to the gymnast seating area. The next competition starts immediately so coaches should not take gymnasts out of the line but ensure they are returned to their parents.

Warm up timetable

When going to Warm Up gymnasts MUST bring with them a small bag that can fit their shoes & clothes.

For Round 1 Only

Coaches MUST be in the main arena by 8.00 am if they have gymnasts in Round 1.

We will not allow Gymnasts to enter the arena until a coach from their club is present.

Warm Up is then from 8:30 – 8:50am. Gymnasts will then line up and go straight to their first piece. During Warm Up coaches will register their gymnasts (when asked) using the online system in the arena. Gymnasts must go with you to registration as they will have their photo taken, check their music and collect their number.

For All other Rounds

On arrival gymnasts should go straight to registration (with their parent) then go to sit in the spectator seating. When it is time for warm up an announcement will be made for coaches to go to warm up. After five minutes gymnasts will then be invited to go upstairs and warm up.

Each round has 15 minutes to half an hour for general stretching and non flight moves in the warm up area. Please be respectful of other competitors and share the space available.

After half an hour, coaches will be asked to put their gymnasts in the appropriate line (eg panel A vault, Panel C floor indicated by signs) coaches should then leave the warm up area and go to the main arena to sit in the equipment seating and wait for the gymnasts to be marched in. Please follow the signs to sit in the correct areas of the arena.

Vault Warm Up

We already have the vault heights and the start list has been published based on this information. IF you need to make a change to vault height or equipment this must be done at the start of your vault rotation by speaking to the Vault marshall who will make the changes.

Within the arena each gymnast will get 2 warm ups on vault. After presenting to the judges gymnasts will sit on benches according to their panel. Marshalls will direct the warm up according to your pre-registered vault choices. Gymnasts should also know what their vault height is. Please listen carefully to their instructions.

After they have done 2 vaults gymnasts should sit on their bench and they will be instructed when to compete. Coaches should ensure they are ready to quickly move boards during warm up and competition time, clearly show the gymnasts number to the judges, are ready for the gymnast to vault and have hands free (no bags, numbers) when gymnasts are competing.

Once one height of vault is competed then the height will be changed and the marshalls will organise the next warm up.

Floor Levels 3-6

At Level 3 each panel will get 2 cross tumbles warm up ONLY.

At Level 4-6 each gymnast will be able to perform 3 cross tumbles ONLY.

This will be directed by a marshal or coach.

There will be no separate warm up on floor. Coaches should ensure they practise the layout of their routine in the warm up area.

Once they have done their tumbles, they should go to sit in the relevant seating area on their bench even if they are the first gymnast to perform. When it is their time to perform the marshals will bring the gymnast to the floor. The marshals are wearing coloured t shirts which are vital to let the judges know who is performing to them. Ensure you and your gymnast remain with the marshal. Please ensure they are standing on the edge of the floor nearest to their starting position and the coach has the number clearly visible.

March Around

Please ensure the gymnasts quickly line up behind their marshal when instructed. The gymnasts need to follow their marshal to get to their next piece. Please ensure all coaches remain back behind the lines until ALL the gymnasts have marched to the judges on their panel.

Event timetable and Running Order

Please see [PDF programme with Names and Rounds of each gymnast on the BG Event Competition Page](#).

Gymnasts groups cannot be changed on the day it is essential they arrive in time. The GfATC reserves the right to run 30 minutes ahead of time in all rounds except for Round 1.

Please ensure that any errors with spelling, level, gender or DOB are informed to the competition organiser immediately. Any corrections MUST be made on BG Gymnet first.

Free tea and coffee is provided for all coaches in the far corner of the Arena. Hot drinks cannot be drunk on the competition floor. Please let us know if anything runs out. Changing rooms and a café are available at the centre.

There are numerous bins around the arena, please ensure you keep all areas tidy by placing your rubbish in the bins provided.

If required ice packs will be available from the Control desk. Printed score slips will be available at the table next to the Control Desk.

Please ensure parents are given clear information on the competition by using the editable letter we produce.

Our Event Staff are volunteers and will not deal with parents who are being abusive due to clubs not informing them of the Competition Information. If there are any instances of abuse to staff then the perpetrators will be removed by our Security Staff. Please help us by ensuring your gymnast's parents are informed.

An editable letter in Microsoft Word is available on the competition page

This contains all the information that parents need and you can just adapt it to make your club's own letter. The first page of this document also has a map that can be shared with parents. Please ensure the parents of your gymnasts understand that if they turn up late the children will not be able to compete.

To the Parent / Guardian of:

Congratulations. Your child is competing in the London GfA Final on Sunday 26 November at the Jean Brown Indoor Arena, Forest Road, Redbridge, IG6 3HD.

Your child will be competing in Level [Insert Level] in Round [insert round]. Please arrive at the venue at (insert time).

For Round One, gymnasts must enter through the main doors and walk to warm-up where they will meet their coach who will register them. For all other rounds, parents and gymnasts complete registration on arrival, then sit in the spectator seating until gymnasts are called to warm up. There are signs and staff in the arena to guide you. At NO time will any parents be allowed onto the competition floor or gymnasts allowed back into the audience during a competition.

- **Warm Upstarts at:** (insert time)
- **Competition starts at:** (insert time) followed immediately by the Medal Presentation
- **Competition finishes at:** (insert time)

All times are subject to change if the programme is running early. Please note the competition will not be held up if your son / daughter does not arrive by registration time and **the organisers reserve the right to begin half hour ahead of published timings**, except for round one.

Gymnasts should wear: (insert clothing requirements)

Girls' long hair: (insert directions).

Please ensure your child has a **SMALL** named bag to hold their water bottle, shoes, socks and tracksuit. Bags must remain with gymnasts at all times. No coats, food etc are allowed.

Spectator tickets are £7.00 per person for the day, £5.00 for under 16s and over 65s, under 5s go free. **Debit card payment and cash can be used for tickets.**

Gymnasts gain free entry on the day they are competing. Each gymnast will receive a voucher for one free GfA Finalist T-shirt. Vouchers will be handed out at registration. T shirts can be obtained from **Elite PrintWear in Studio 1 on the balcony** where additional printing and other extras will be available on the day for an extra charge. The London Gymnastics Shopping Mall will also include Zone Leotards and Photographic Synergy. Our Shopping Mall suppliers accept all major credit / debit cards.

Scores can be viewed LIVE on the day of the competition by going to www.gymdata.co.uk

If possible please come to the event via public transport. If you are driving please park in marked bays and observe parking regulations. **Please be aware that there is a small parking charge of £2.00 for the day now inforce in all the car parks. Please register your car on arrival either via your mobile phone or the computer terminal in the reception area. Please see the attached Parking Notice.**

If your child is unable to compete or has a mistake in their name please let the club know immediately. **NO FLASH photography can be used during the competition. Parents may not contact the organiser.**

Many thanks, (Insert name of club)