



London GfA Final 2018

Levels 3 to 6

**Jean Brown Arena, Redbridge Sports Centre,
Forest Road, Barkingside, London, IG6 3HD**

3rd and 4th November 2018

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Venue information

Address: Jean Brown Arena, Redbridge Sports Centre, Forest Road, Barkingside, IG6 3HD

Tickets:

Adult: £7.00

Concessions: £5.00

Concessions = 6-16 and 65+, fives and under go free

Weekend tickets (both days) = £12 adult / £8 concessions

Tickets are available online in advance: <http://bit.ly/GfA-Final-tickets>

Electronic payment will be available on the day.

Getting there:



Hainault Rd
NOT
Hainaught Rd

Ample parking is available for a charge



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



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.

Competition Timetable

Saturday 3rd November 2018

Coaches' Meeting 08.10 in arena near L3 floor (coaches go to warm-up 08.20)

Judges' Meeting 08.15 in room near tennis courts

Doors Open for Spectators & Gymnasts 08.00

Judges' Lunch 13.20

Registration from 08.00, gymnasts to register in warm-up for all rounds.

Round	Warm Up (15 mins)	March On	Comp Finish
1	08.30	08.50	11.10
Display			
2	10.55	11.20	13.40
Display			
3	13.25	13.50	16.10
4	15.55	16.20	18.40

Sunday 4th November 2018

Coaches' Meeting 08.10 in arena near L3 floor (coaches go to warm-up 08.20)

Judges' Meeting 08.15 in upstairs studio

Doors Open for Spectators & Gymnasts 08.00

Judges' Lunch 13.20

Registration from 08.00, gymnasts to register in warm-up for all rounds.

Round	Warm Up (15mins)	March On	Comp Finish
5	08.30	08.50	11.10
Display			
6	10.55	11.20	13.40
Display			
7	13.25	13.50	16.10
8	15.55	16.20	18.40

Event Personnel:

Competition organiser: Anita Silk

Judging Convener: Lauren Murdock

Welfare / first aid: There will be a Welfare Officer (Nikki Eden) and first aider (Helen Korro) present during the event. Contact is via the Control Desk.

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.

Judges:

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

Equipment spec:

As in the competition rules.

Judges' meeting:

There will be a judges meeting at **08:15 each day**, near the tennis courts on Saturday and in one of the dance studios on Sunday.

Coaches' meeting:

There will be a coaches' meeting led by Helen Korro at **08.10 near the L3 floor** for rounds one and five. For all other rounds, there will be a brief coaches' meeting prior to the start of each round on the arena floor.

Coach registration:

Registration for coaches is via online screens in the top floor warm-up area. Coaches will be given a purple wristband. Registration will use their name and date of birth. Please arrive early enough to register before the coaches meeting in rounds 1 & 5 and before warm-up starts for other rounds. Coaches will not be

allowed on to the competition floor without the correct wristband. All coaches should have registered by 26 October 2018.

Gymnast registration:

Registration for gymnasts is via online screens in the top floor warm-up area. Photographs are taken (for display on arena screens) so please ensure gymnasts are competition ready. Parents should bring gymnasts to the bottom of the first floor stairs, between the lift and café, and send gymnasts up to warm-up. Parents are not allowed up these stairs. The Warm-up Team will register gymnasts. Gymnasts will not be allowed to warm-up until a coach is present.

Music:

Taken from the qualifying Zone competition via BG Gymnet. New music to be emailed directly to the GfA Chair three weeks' before competition. Coaches should bring a back-up CD, ipod, 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 while 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 Details

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 any time.

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.

E-comms:

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/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 2018 London GfA Programme.

Tie breaks:

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

Scoring/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 competed in age categories for both the North and South Zone competitions. Each corresponding age category is now bought together to compete against each other. 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' membership is up to date with BG, with the correct Date of Birth.

Presentations:

All gymnasts must be present for the presentation ceremony at the end of the competition. Gymnasts 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. 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.

Gymnasts who did not achieve pin mark in the Zone but did in the Final will be eligible to receive a pin separately. Pins will not be presented, but given to coaches on request. All gymnasts will be eligible to receive a free teshirt and complimentary badge. **Please note** Pennants are only awarded in the Zone competitions, not the Final.

Coaches should remain seated for the presentation. You may take photos, but please be aware that the event photographers also have a job to do and cannot be held up from taking official shots. Gymnasts should be reminded to sit sensibly during presentation.

Dismissal:

At the end of presentation, gymnasts must return to sit on the floor before marching off in a line back to the warm-up area upstairs. Coaches should accompany gymnasts to the warm-up area and then take them in groups to the designated areas for dismissal. Northern Zone gymnasts should be dismissed to their parents/guardians from the ground floor reception area and Southern Zone gymnasts dismissed to their parents/guardians from the first floor area, by the lift.

Displays:

Two displays will take place each day. To ensure smooth running of the competition, coaches should not stay to watch these, but go with gymnasts to warm-up ready to dismiss them from the designated areas (see above).

Warm-up:

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

Rounds 1 & 5:

Coaches MUST be in the warm up area by 8.20am if they have gymnasts in Round 1 or 5. Gymnasts will be allowed to enter to register on the online system from 08.00, but will not be able to warm-up until a coach from their club is present. Warm Up is from 8:30 – 8:45am. Gymnasts will then line up and go straight to their first piece. At Warm-Up registration, gymnasts will be asked to check their music and collect their number.

All other Rounds:

On arrival, gymnasts should sit with their parent(s) in the spectator seating. When it is time for warm-up an announcement will be made and

gymnasts will then be invited to go upstairs to register and warm-up. Each round has 15 minutes for general stretching in the warm-up area. Please be respectful of other competitors and share the space available. Any gymnast performing acro moves in warm-up will be asked to leave the competition.

After 15 minutes, the Warm-Up Team will start placing gymnasts in the appropriate line (eg Red Vault Panel, Blue Floor Panel as indicated by signs). Coaches should then leave the warm up area and go to the main arena and wait for the gymnasts to be marched in.

Vault Warm-Up:

If a gymnast has changed their vault since providing details please inform the vault marshal immediately. Each gymnast will get two warm-ups on vault after which they will sit on benches, according to their panel. Marshals will direct the warm-up according to the pre-registered vault choices. Gymnasts should also know what their vault height is. Please listen carefully to the marshal's instructions.

After they have done two warm-up vaults, gymnasts should sit on their bench and wait to be told when to compete. Coaches should ensure they are ready to quickly move boards during warm-up and competition time, clearly show the gymnast's number to the judges, be ready for the gymnast to vault and have hands free (ready to catch) when gymnasts are competing.

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

Floor Levels 3-6:

After presenting to the judges, gymnasts on floor will get 1min 30 to warm up their routine. No flight skills should be practised at this time.

At the end of the floor warm-up time (for all panels) gymnasts should go to the corner. Each gymnast will be able to perform two cross tumblers ONLY. This will be directed by a marshal.

Once they have done their tumblers gymnasts should sit on the floor or bench beside the mat floor. When it is their time to perform, the marshals will bring the gymnast to the floor. The marshals are wearing coloured t-shirts. 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 gymnast's 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. Coloured balloons mark the panels.

March off:

After presentation, gymnasts will stand up and march back to warm-up. They will collect their bag and wait for their coach to take them to the designated dismissal area to meet parents/guardians. This is the ground floor reception area for clubs from the Northern Zone and the first floor landing, by the lift, for gymnasts from the Southern Zone. No parents are allowed up the stairs to warm-up.

Volunteers:

Volunteers should come to the ticket desk where they will be given a wristband. They will be asked to wait near the first set of double doors into the arena until the competition organiser can give them instructions. Organisers will be busy so they are asked to arrive before their round(s) starts to give themselves enough time to learn their role and understand what is required of them.

Running Order - Please see separate Draw List.

Gymnasts groups cannot be changed on the day so it is essential they arrive in time. The GfA TC reserves the right to run 30 minutes ahead of time in all rounds except for Round 1 & 5.

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.

Hot drinks cannot be drunk on the competition floor. 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. 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 the Security Staff. Please help us by ensuring your gymnasts' parents are informed.

An editable letter in Microsoft word is available for you to send to parents about the competition (see Appendices).

APPENDIX 1: EDITABLE VERSION of letter for parents

To the Parent / Guardian of: **[insert name and DOB]**

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

Your child is competing in the London GfA Final 2018 on: [Saturday 3rd November / Sunday 4th November](#) in the Level [3/4/5/6](#) Competition in Round: [1/2/3/4/5/6/7/8](#). Please arrive at the venue at ([insert time](#)).

Please note new arrangements for registration and warm-up:

On arrival for Rounds 1 and 5, parents are asked to take gymnasts to the bottom of the 1st floor stairs, between the lift and café, and send gymnasts upstairs to Warm-Up where the team will register them. No parents are allowed up these stairs. For all other rounds, gymnasts wait with their parents/guardians in the spectator seating until called.

Gymnasts will march off the competition floor at the end of each round and go back up to warm-up. After they have collected their bag, they will wait for their coach who will take them to the designated dismissal area. This is the ground floor for clubs from the Northern Zone and the first floor landing by the lift for clubs from the Southern Zone. Please wait in your designated area to collect your gymnast(s).

There are signs and volunteers to guide you. At NO time will parents be allowed on to the competition floor or gymnasts allowed back into the audience during a competition.

Warm Up will be at: ([insert time](#)). Competition will be at: ([insert time](#)), followed immediately by the Medal Presentation and will finish at: ([insert time](#)).

All times are subject to change. Please note the competition will not be held up if gymnasts do not arrive by registration time. Organisers reserve the right to begin 30minutes ahead of published timings, except for round one (Saturday) or round five (Sunday).

Gymnasts should wear: ([insert clothing requirements](#))

Girls' long hair: ([insert directions](#)).

Gymnasts should have a **SMALL** named bag to hold their water bottle, shoes, socks and tracksuit. No coats, food etc should be taken with gymnasts.

Spectator tickets are £7.00 per person per day, £5.00 for 6-16s and over 65s, 5s and under go free. Weekend tickets (both days) are £12 for adults and £8 for concessions. Tickets can be bought in advance from: <http://bit.ly/GfA-Final-tickets> Electronic payment will be available on the day. Gymnasts gain free entry on the day they are competing.

The London Gymnastics Shopping Mall will be open with Zone Leotards, Photo Opportunities and Elite PrintWear (T-shirts). Forms will be available from the Club for competing gymnasts to claim a free Final teeshirt. The Shopping Mall suppliers accept all major credit/debit

cards. Scores can be viewed LIVE on the day of the competition at: www.gymdata.co.uk

If possible please come to the event via public transport. If you are driving please use the top car park accessed via the yellow height barrier, where there is a parking fee.

No flash photography may be used during the competition as it can distract and upset the gymnasts. Parents may not contact the organiser. All enquiries must come through the club.

Many thanks,
(insert name of club)

APPENDIX 2: GfA Judges' Charter (Information for Clubs and Judges)

1. It is important that all clubs wishing to be involved in London GfA Competitions provide a judge who is qualified to at least, Level 1 Judging courses. Club and Regional level (and above) qualified judges in other disciplines may also be acceptable at our competitions.
2. Clubs must nominate a named judge or judges for each weekend of competition in which they are entering gymnasts.
3. Nominations of judges are part of the Competition Entry system – it is the club's responsibility to ensure that their judges are listed on the BG system.
4. Clubs must ensure that the Judges are aware that they will be required for the whole weekend. Only in exceptional circumstances will judges be able to be nominated for just one day of a weekend, and this can only be done following discussion with, and agreement by, the Judges' Convener.
5. It is clubs responsibility to ensure that their named Judge is fully aware of the dates and times for which they have been nominated.
6. Any club that does not have a nominated judge available for the whole weekend in which they have competitors will be fined £200.00 per day of competition.
7. The list of all judges will be circulated to clubs and judges, where appropriate. Clubs have a duty to pass this information on to their Coaches and Judges.
8. Judges wishing to withdraw and/or change their rota must inform the Judges' Convener within two days of receiving the list, taking into account the following:
 - Where a nominated judge withdraws from the published programme and cannot be replaced by the club, then that club will be fined £200.00 per day of competition. If a club arrives on the day of competition without a judge and cannot pay the levy immediately they will not be permitted to compete.
 - Exceptional circumstances for withdrawals will be taken in consideration.

JUDGES

1. You must arrive in good time for the Judges' Meeting and be wearing appropriate attire and shoes.
2. You must behave professionally at all times, this includes not making audible comments or making facial expressions about a gymnast's performance.
3. If a coach, gymnast or volunteer approaches you with regard to a score, do not enter into a discussion, but refer them to the Head Judge for your Panel.
4. Be pleasant to all competitors, other judges and volunteers - a smile costs nothing.
5. Before leaving the arena at the end of the day, check with the Judges' Convener that is correct for you to do so.
6. Judges who do not abide by the Charter risk not being eligible to judge at future competitions.