



**London Festival of Gymnastics**  
**Brentwood Centre, Doddinghurst Road**  
**Brentwood, Essex CM15 9NN**  
**13, 14 and 15 October 2017**

# TABLE OF CONTENTS

## Venue Information

	Page
Directions	3
Parking	3
Ticket Information	4
Event Personnel	4
Competition Organiser	4
Medical Provision	4
Welfare Officer	4
Announcer	4

## Technical Information

	Page
Clubs	5
Supervising Coaches	5
Assisting Coaches	5
Gymnasts	5
Chaperones	5
Equipment Specifications	5
Coaches Meeting	5
Gymnast Registration	5
Music	6
Anti-doping	6
BG Photography Policy	6

## Event Details

	Page
Gymnasts Attire	7
Coaches Attire	7
Electronic Communications	7
Event Timetable	7
Warm-up Timetable	7
Running Order	7



## Venue information

### Venue title

**Brentwood Centre,**  
Doddinghurst Road, Brentwood, Essex CM15 9NN

### Directions:

- Leave the M25 at junction 28 signposted A12 - Chelmsford and A1023 to Brentwood
- Take the A1023 towards Brentwood.
- After approximately 2 miles turn left at traffic lights onto the A128 Ongar Road
- At mini roundabout turn right into Doddinghurst Road.
- The Brentwood Centre is on your right after about  $\frac{3}{4}$  of a mile.

Please be aware that there are road works on the M25 and delays are possible on Friday nights.



### Parking:

**Parking is available on site**

## Tickets:

Spectator tickets will be available booked in advance on line at **[www.gymdata.co.uk](http://www.gymdata.co.uk)**

**They will also be available on the day.  
Payment will be cash or cheque only**

	Booked in Advance	On the Door
<b>Friday 13 October Gala Performance</b> Starts at 19.30	<b>£10.00</b>	<b>£15.00</b>
<b>Saturday 14 &amp; Sunday 15 October</b> Morning Performance starts at 10.00	<b>£10.00</b>	<b>£15.00</b>
<b>Saturday 14 &amp; Sunday 15 October</b> Afternoon Performance starts at 14.30	<b>£10.00</b>	<b>£15.00</b>
<b>Saturday 14 &amp; Sunday 15 October</b> All day tickets	<b>£15.00</b>	<b>£25.00</b>

Children under 2yrs are admitted free provided they share a seat with an Adult.

There is disabled seating and wheelchair access available.

### **TICKETS CANNOT BE EXCHANGED OR REFUNDED**

On arrival staff on reception will exchange tickets for wristbands.

We advise you to arrive early as seats are no longer numbered.

If your child is performing and you want them to sit with you after their performance they will need a spectator ticket as their gymnast pass will not give them access to the spectator seating.

## Event Personnel:

**Event Organiser:** Tracey Griffiths

**Medical Provision:** There will be first aiders present during the event. The first aiders may be contacted through the competition organiser

**Paramedics lead by Annette Ewing**

**Welfare Officer;** There will be two welfare officers on duty during the event. The welfare officer may be contacted through the competition organiser

**Sally Tolhurst**

**Announcers:** Tony McNicolls

# Technical Information

**Clubs:** Must be British Gymnastics registered,

## Supervising Coaches:

Must have current Gold BG membership, DBS & SPCA, & minimum level 2 relevant discipline qualification. Coaches without an identification pass will be not be allowed in the arena or warm up area.

## Assisting Coaches:

Must have current silver BG membership, DBS, SPCA & minimum level 1 in relevant discipline qualification. Coaches without an identification pass will be not be allowed in the arena or warm up area.

**Gymnasts:** Must have current BG membership of a minimum level of Bronze

**Chaperones** Must have a minimum of BG Bronze level membership and an enhanced BG DBS.

## Equipment Specifications

All equipment must meet Health & Safety requirements and will be checked as per the BG manual

If providing own equipment it must be delivered to the loading bay by:

Friday Evening **from 18.30 to 19.30**

Saturday and/or Sunday **08.00 to 09.30**

Equipment cannot be collected until the end of the days performances.

## Coaches Meeting

There will be a coaches meeting at

**Friday 18.30**

**Saturday and Sunday morning 09.00**

**Saturday and Sunday afternoon 14.00**

## Gymnast Registration:

One coach from each club will be required to register all their gymnasts and inform the officials of any withdrawals. Upon registering, each club will receive a pack containing a running order, passes for gymnasts, nominated coaches, assisting coaches and chaperones and codes of conduct.

## Music:

Music is copied onto a CD, no tapes or mini discs. Make sure that it is a good clear copy and is ready to play and if there is more than 1 track please make sure this is clearly labelled. Bring at least 2 copies of music, one for warm up and one for backup.

Please make sure that your music is labelled clearly on both the CD and the case and NO post it notes!

Music must not be longer than 6 minutes inclusive of marching on and off and moving of equipment, if it is any longer than 6 minutes then we may have to cut it on the day.

Please adhere to the copyright law as stated by British Gymnastics. For more information please see the website [WWW.PPLUK.COM](http://WWW.PPLUK.COM)

Deadline **21st September**

## Anti-doping:

Testing may take place at any event.

The gymnast is held accountable if a prohibited substance is found in a sample provided, whether intentional or unintentional.

If a gymnast is taking medication it is vital that these are checked on a regular basis and if tested, declared. Medications may be checked on the website: <http://www.globaldro.com>

If a gymnast is currently on medication which is restricted or prohibited, or has a Therapeutic Use Exemption (TUE) certificate, it is necessary to ensure that BG /LG is aware of this and to ensure that the TUE certificate is available at the testing. For further information check [www.british-gymnastics.org](http://www.british-gymnastics.org)

## 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](http://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. Coaches who are spectators are covered by the same rulings as parents/guardians.

## Event Details:

**Gymnast's Attire:** Leotards and/or costumes are suitable. The costumes should be appropriate to the routine and music selected. They must be fit for gymnastics. The costume should be suitable and appropriate to the age and size of the gymnasts. Costumes must fit the gymnasts. Jewellery, body piercing and similar adornments are not allowed

**Coach's Attire:** In line with BG regulations, coaches must wear club tracksuit or polo shirt and track bottoms. Coaches will not be allowed on the floor if wearing inappropriate clothing or jewellery and their team will be disqualified.

Chewing gum is not permitted

### Electronic Communications:

Apart from as required for the running of the event, gymnasts, coaches 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.

### Event Timetable:

Will be issued to clubs at registration

### Warm up Timetable

Will be issued to clubs at registration

**Running Order:** Will be issued to clubs at registration