

# ***Great British Gym For Life Challenge 2016***

## ***Event Information Pack***

***Saturday 30<sup>th</sup> & Sunday 31<sup>st</sup> July 2016***

***The Echo Arena, Liverpool, L3 4FP***

[www.british-gymnastics.org](http://www.british-gymnastics.org)

<http://www.echoarena.com/>

This pack includes all the information necessary to support you with your entry into the Great British Gym For Life Challenge 2016 event. Any details that need confirming nearer the time will be sent directly to you via email after the closing date for entries.

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Please note that your main point of contact throughout is Danielle Crowe [danielle.crowe@british-gymnastics.org](mailto:danielle.crowe@british-gymnastics.org) or 0345 1297129 ext.2660.

## 1. Event Details Summary

### What is the Great British Gym For Life Challenge 2016?

The World Gym For Life Challenge is an International Gymnastics Federation (FIG) event with the objective to offer gymnastic groups (display teams) the opportunity to participate in a contest to have their performances evaluated. The GB Gym For Life Challenge 2016 will achieve the same objective following from the success of previous Ministrada events will achieve the same objective growing the Liverpool Ministrada into a newly formatted event but with the same competitive element.

At this event, display teams will perform their routine in a festival style, to a large audience which is also made up of a panel of trained Evaluators. The Evaluators will use set criteria (appendix 5) to assess each performance and give it an overall final score. Teams will then be awarded Bronze, Silver or Gold dependent upon their score and each gymnast receives a pin badge to represent their award. Team awards are also given out to teams which the Evaluation Panel deem as showing the best representation of each individual category within the criteria.

### Date

Saturday 30<sup>th</sup> and Sunday 31<sup>st</sup> July 2016.

### Venue

Echo Arena, Kings Dock, Liverpool Waterfront, Liverpool, L3 4FP  
[www.echoarena.com](http://www.echoarena.com)

### Theme

There is no theme to adopt when planning team performances.

### Format\*

\*Please note that this format is a guide regarding “what to expect”.

	Day 1 (Saturday 30 <sup>th</sup> July) <i>Evaluation</i>	Day 2 (Sunday 31 <sup>st</sup> July) <i>Gala</i>
<b>Team Registration</b>	Coaches / Team Mangers to register team with event organisers in an allocated location within a designated time slot.	Coaches / Team Mangers to register team with event organisers in an allocated location within a designated time slot.
<b>Briefing &amp; Orientation</b>	Coaches / Team Managers will be given briefing documentation and an orientation of the event venue.	Coaches / Team Managers will be given briefing documentation.
<b>Warm-up</b>	Teams will be allocated a warm up time slot within a back stage warm up area to prepare for performance.	Teams will be allocated a warm up time slot within a back stage warm up area to prepare for performance.
<b>Performance</b>	Teams will perform their full six minute maximum routine/display.	Teams will perform a predetermined three minute segment of their full routine that was performed on the previous day or a different routine that is a maximum of three minutes long.
<b>Feedback</b>	Team coaches will be given feedback from the evaluation panel regarding the performance. <i>Evaluation using set criteria reflecting the FIG Gym For Life Challenge criteria.</i>	There will be no evaluation or feedback on the second day/ for the second performance.
<b>Ceremony</b>		Awards ceremony to include the announcement of banding (to present teams with their achieved banding). And awards for the teams achieving the best scores in each of the evaluation criteria category banding.

## Entries

Clubs: Online through GymNet (see attached Appendix 2 for GymNet entry guide)

For questions regarding entries please contact Danielle Crowe –[danielle.crowe@british-gymnastics.org](mailto:danielle.crowe@british-gymnastics.org) or 0345 1297129 ext.2660.

Please note that there is a maximum capacity of 45 teams that can take part in the event. The team places will be allocated on a first come first serve basis through the completion of an online entry using GymNET. Incomplete entries do not confirm a place. Clubs are permitted to enter more than one team. Online entry using GymNET is the only method of entry available for this event.

## Spectators

Spectator tickets are available from the Echo Arena as part of the British Gymnastics Championships Series 2016. Can clubs/coaches please ensure that ticket information is sent out to all potential spectators well in advance- It is the responsibility of each Club to ensure that ticket information is distributed to all potential spectators. Neither the organisers nor the venue will be held responsible if parents/guardians are unable to purchase tickets.

More information for spectators and details regarding tickets can be found in section four of this document

## 2. Performer / Team Information

### Equipment

The performance area will be a 14m (width) x 14m (depth) tribond mat floor. No other equipment will be provided.

It is the responsibility of the team to transport any additional equipment and carry out a full equipment check and risk assessment. We can only insure British Gymnastics approved equipment. Any additional equipment requirements, or if you are bringing any of your own equipment, will need to be organised in advance with the event organisers (prior to the entry closing date). Those bringing equipment will be contacted closer to the event to arrange drop off/collection of equipment.

A 12m (width) x 10m (depth) carpeted roll up floor mat will be provided in the warm up gym, however accessing your equipment will not be possible as it will already be in the auditorium ready to bring on for your performance. The warm up room has a maximum height of 3.9m so not all balance or acrobatic skills may be rehearsed prior to the team performance. It is the responsibility of team coaches to adequately prepare gymnasts and teams to be able to warm up safely before performing. If you wish to practise to music, there will be a system available, so please bring an additional copy of your music.

### Performance Time

Performance slots (routines) are to be a maximum of 6 minutes in length for the initial performance on Saturday. This must be adhered to. The show is timed and the event organisers must stick to the timings scheduled. Requests for longer time will not be accepted. Performance slots are to be a maximum of 3 minutes in length for the second performance on Sunday. The second performance can be a segment of the initial routine (performed on the Saturday) or a completely separate routine of three minutes maximum length.

### Music

Music choice is optional and may contain vocals and sound effects (please ensure any lyrics are suitable for a family audience).

The organisers require a copy of your music to be uploaded to GymNET by Friday 24<sup>th</sup> June 2016. If you have any problems uploading your music via this method then please contact Danielle Crowe [danielle.crowe@british-gymnastics.org](mailto:danielle.crowe@british-gymnastics.org) or 0345 1297129 ext.2660.

Please ensure your music is uploaded as a single complete track (up to six minutes long); if using multiple tracks, that these are sequenced in the correct order and edited together to create one single track.

You are also required to upload the pre-edited three minute long track to accompany your team's second performance on the second day of the event.

Please note that at the GB Gym For Life Challenge your team can use certain tracks belonging to Disney, Andrew Lloyd Webber and Cirque but you need to check on the PPL website if the track is included within their repertoire.

To check if the track that you wish to use is permitted please use the following link to the PPL UK website. Please use this link to the [PPL Repertoire Search](#). Enter the artists name and title of the track. Any music listed as part of the search can be used.

If the music is not included within the listed tracks the club/performing team would have to apply directly to Disney, ALW or Cirque to secure a license which will involve a cost.

It is advised that you bring some form of back-up copy of your team's music in the event of any problems on the day.

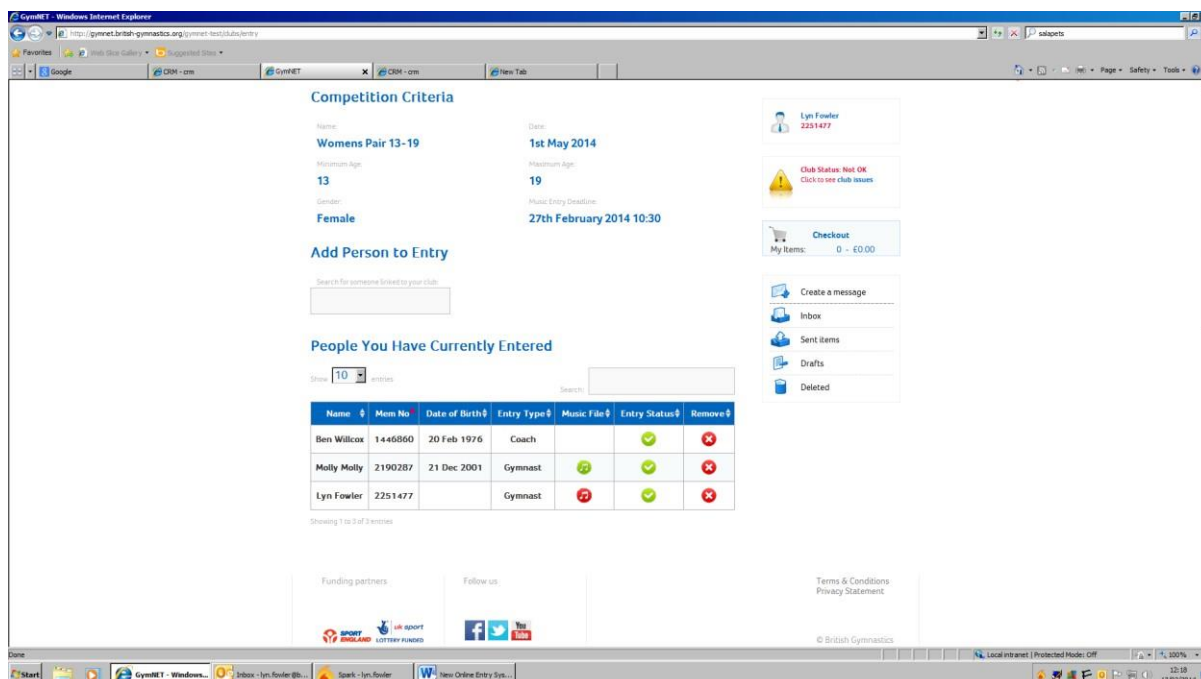
## Music Upload Instructions

When you have input your gymnasts using the GymNET online entry system you will see this icon - .

By clicking on this icon you can upload the music that your team will use whilst performing in this GB Gym for Life Challenge. You can upload a music file as long as it is one of these formats: MP3, M4A, OGG, WMA, WAV or FLAC.

As you are uploading music for a partnership/group you only need to upload the music once. You will need to upload your six minute maximum length track and your three minute maximum length track using this process. Make sure to group your team together before uploading the team's music as this means when you do upload the piece. Once you have done that you can select any gymnast to upload the music against and it will then the music will cascade to the other gymnasts in that team.



When you have completed uploading your music the icon becomes green  indicating the music upload is OK.



The screenshot shows the GymNET online entry system interface. The main content area is titled "Competition Criteria" and displays the following information:

- Name: **Womens Pair 13-19**
- Date: **1st May 2014**
- Minimum Age: **13**
- Maximum Age: **19**
- Gender: **Female**
- Music Entry Deadline: **27th February 2014 10:30**

Below the criteria is an "Add Person to Entry" section with a search box. Underneath is a table titled "People You Have Currently Entered":

Name	Mem No	Date of Birth	Entry Type	Music File	Entry Status	Remove
Ben Willcox	1446860	20 Feb 1976	Coach		✓	✗
Molly Molly	2190287	21 Dec 2001	Gymnast		✓	✗
Lyn Fowler	2251477		Gymnast		✓	✗

At the bottom of the page, there are links for "Funding partners", "Follow us" (with social media icons for Facebook, Twitter, and YouTube), and "Terms & Conditions Privacy Statement". The footer includes the British Gymnastics logo and copyright information.

You can find more information on uploading music using GymNET in appendix four.

## Team Information Sheet

The team information sheet (Appendix 1) must be fully completed and returned to the event organiser via email ([danielle.crowe@british-gymnastics.org](mailto:danielle.crowe@british-gymnastics.org)) by Friday 24<sup>th</sup> June 2016. Please email it sooner if possible.

## **Dress Code**

We encourage teams to be creative with their outfits as this really adds to the performance and makes the show more spectacular. However coaches and participants are requested to dress with safety in mind and ensure all jewellery is removed.

## **Warm Up**

Teams will be expected to wait in their designated areas and will therefore need to keep warm. Teams will be provided with a time to attend warm up in a designated area, please adhere to this as if you miss your chance to warm up the safety of your gymnasts is at risk and you may not be able to perform. Warm up will consist of a pulse raising area, a stretching area and a display area where you will have the opportunity to perform your routine. Please note that your warm up routine may need to be limited due to space and a reduced ceiling height. There will be no opportunity to warm up in the performance arena.

## **Gymnast Seating**

Accredited gymnasts and coaches who wish to watch performances may sit in the assigned seating. Please ensure you respect this and do not sit in any other area during the performances. Coaches must ensure their gymnasts are supervised by a responsible adult at all times in the gymnast spectator seating.

## **Arrival Details**

Entry to the venue for gymnasts and coaches will be accessible via the main entrance. Please arrive at the main entrance for the registration time with all coaches and gymnasts at the same time. Parents/guardians will be allowed into the venue from the registration time but the doors to the auditorium won't open until 30 minutes before the first performance starts. It is the responsibility of all team managers and coaches to make suitable arrangements to ensure gymnasts are safely collected and returned to parents/guardians at the beginning and start of the event.

## **Transport and Travel**

We can help you to navigate your way to the Echo Arena and provide specific travel and transport information if required (via the main contact). How to find us: <http://www.echoarena.com/visiting-us/getting-here/>

## **Accommodation**

If you are planning on an overnight stay, please ensure all the correct procedures are in place according to the BG policy and that the BG Overnight Stay form is completed and returned no later than Friday 17<sup>th</sup> June. The form can be found at [www.british-gymnastics.org](http://www.british-gymnastics.org) under Events and Travel.

## **Merchandise**

British Gymnastics & Championships Series t-shirts, hoodies, bags and other merchandise will be available to purchase at the event.

## **Photography**

By entering / attending the event all coaches, participants and spectators consent to being filmed / photographed at the event. Please notify Danielle Crowe (details previously listed) if this causes any problems for any members of your team. If a member of your team would prefer not to be photographed, this will mean that the official photographers and spectators will not be able to take any photographs or video of your entire teams performance. Photography by spectators is permitted, but no flash is to be used.

## **Belongings**

Please note we will not provide a secure place for belongings. You will have the option to leave belongings in allocated rooms (to be shared with all others taking part in this event) but these won't be locked. We recommend that you don't leave any valuables in these rooms.

## **Changing facilities**

Non-allocated dressing areas will be available for team members/gymnasts to get changed. These dressing areas will not fit your whole team in and you will have to share any facilities with all other teams taking part. We recommend that participants arrive in a pre-prepared state ensuring that they are as ready as possible for their warm up and performance.

### 3. Participant Entries

#### **Opening date for entries**

Entries will open on 6<sup>th</sup> May 2016.

#### **Closing date for entries**

Entries will close on 17<sup>th</sup> June 2016. Late entries will not be accepted.

A reminder that there are a maximum of 45 performance slots in total and these will be allocated on a first come first served basis. Once all spaces have been allocated the entry process will close. At this point, if you would like to be placed on the reserve list, you will need to email Danielle Crowe ([danielle.crowe@british-gymnastics.org](mailto:danielle.crowe@british-gymnastics.org)).

An entry counts when your team entry has been submitted and paid for. Incomplete and un-submitted entries do not count and will not be accepted.

#### **Entry Fee**

The fee to enter is £30 per gymnast.

This cost includes the following: Two performances, Award pin badge, T-Shirt, party and free ticket to the BG Gala held on Friday 29th July at the Auditorium at the echo arena. Additional registration for the team to spectate at the Gala is needed, no purchase necessary.

#### **Entry Details**

All entries must be made online through GymNet. If your club already renews its membership online then the club secretary will already have a user name and password to access GymNet. The secretary can also select a nominated person from the club to have access to the clubs GymNet to allow another person from the club to complete the online entry form for The Great British Gym for Life Challenge.

If you don't have a GymNet username or password for your club please contact the British Gymnastics Customer Service department on 0345 1297129 ext 2395 or [membership@british-gymnastics.org](mailto:membership@british-gymnastics.org).

Please refer to the entry user guide (Appendix 2) if you require details on how to enter your team on GymNET.

#### **Participants**

There is no minimum or maximum number of gymnasts that can perform within the team, subject to safety and coach ratio.

Only participants entered through the online entry system will be allowed to perform at the event.

All participants must be at least Bronze members of British Gymnastics throughout training and at the time of the event. Participants can hold temporary BG membership but this must be in place when the team entry is made and must last until the day of the event. All participants should be accompanied and accounted for at all times by BG coaches / club officials.

#### **Coaches**

All coaches must be members of British Gymnastics and at least one coach per team must hold a minimum Level 2 coaching qualification. The coaches attending the event must be qualified in the discipline that the gymnasts will be performing in and must be qualified to coach the skills being performed. (The skills must be in the coaching syllabus of their qualification.) The Head Coach of the team will be required to sign a disclaimer on the day of the event at Team Registration to confirm that the skills being performed are covered under the coaching qualification of a coach present. At this point, it is this individual that takes the responsibility to ensure that this is correct at all times.

We have allocated space for 2 coaches per team however we understand that this must meet the needs of the performers and also the coach to gymnast ratio. If you wish to bring more than 2 coaches, or have choreographers/makeup artists, you will need to confirm their attendance with us prior to the event, please contact Danielle Crowe directly ASAP.

Any coaches wishing to perform in the GB Gym for Life Challenge as part of a performing team must enter themselves as a gymnast when the team is entered on GymNET. There is the option of choosing 'Gymnast' when using the online entry system on GymNET. Please note that a coach taking part as a gymnast cannot also be the supervising coach.

### **Medical**

A Physiotherapist will be available in the designated medical area within the venue. Treatment will be accessible by all accredited gymnast who sustain an injury at the event. The medical team are not available to treat pre-existing or chronic injuries.

Any injury occurring during the official warm up or performance must be reported to the medical team to ensure a record can be kept of treatment given and by whom.

The decision of the British Gymnastics appointed medical officer as to the gymnast's health, medical status and their ability to take part in the event is absolute and final.

Clubs must have medical and emergency contact details for all participants in their team and will be directly responsible for their well-being.

## **4. Spectator Information**

### **Seating**

The auditorium can hold over 1200 spectators at any one time in the tiered seating.

### **Ticket sales**

Tickets are on sale and can be purchased through the Echo Arena Box Office (including family tickets & weekend tickets, please do take the time to look at all of the ticket options that suit your requirements best).

Book Online 24/7-

[www.echoarena.com/whats-on/](http://www.echoarena.com/whats-on/)

[British Championships Series](#)

Book by telephone - 0844 8000 400

Please note that there will be a booking fee from the Box Office when purchasing tickets.

All tickets will be sold on a first come first served basis. Tickets will be generic for the entire British Championships Series event to include access to spectate at all British Gymnastics competitions and performances at the Echo Arena which include the Aerobic, Acrobatic, Rhythmic & Team Gym British Championships competitions. Please where possible book in advance as we can't guarantee that tickets will be available on the door.

### **Ticket prices**

Advance ticket prices are as follows:

Spectator tickets start at £16.90 for concessions and children and £25.00 for adults.

Providing that there are still tickets available on the day, these can be purchased from the box office in the main entrance when the venue opens.



**Parking**

For information on where to park, please visit: <http://www.echoarena.com/visiting-us/the-venue/parking/>  
Parking fees will be operational on these dates.

**Travel and Transport**

Full details on how to get to the venue and parking charges can be found at the above link

**Refreshments**

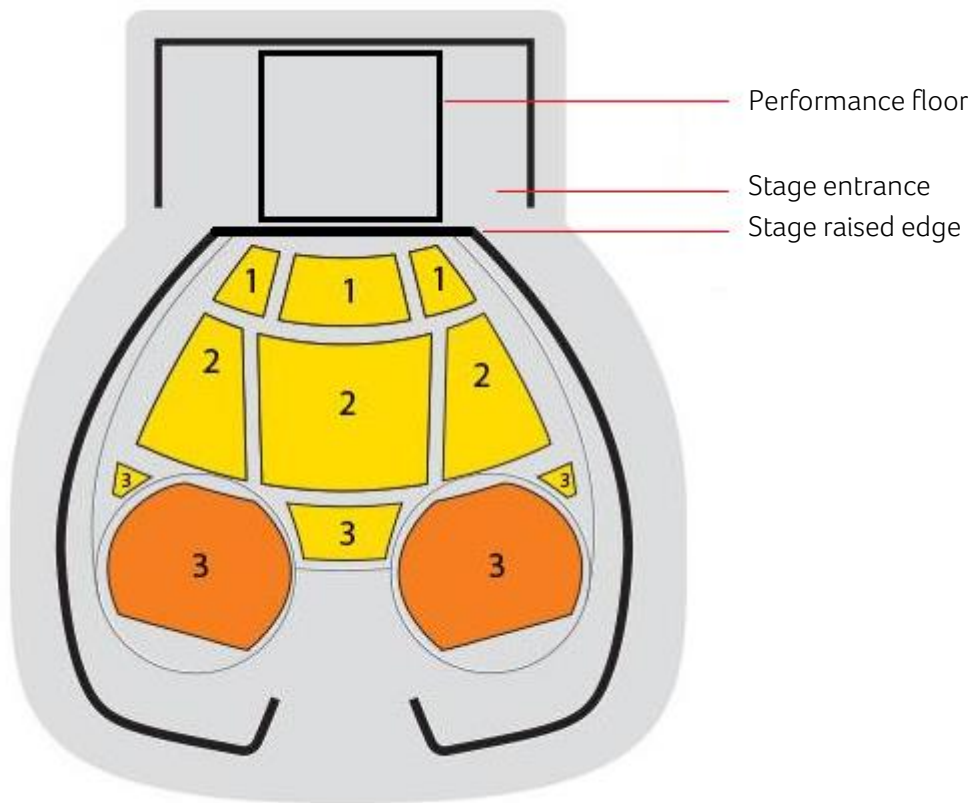
Snacks and light refreshments will be available to purchase at the venue. Please ensure all gymnasts bring sufficient amounts of water to remain hydrated throughout the event.

## 5. Terms & Conditions

- It is the team's responsibility that all registered gymnasts/participants/coaches are affiliated with British Gymnastics on the day of the event.
- All Coaches must be members of British Gymnastics and at least one coach per team must hold a minimum Level 2 coaching qualification.
- All GB Gym For Life Challenge charges must be paid cleared from the Club Shopping Basket prior to the event
- Teams must ensure that all music and team info sheets are with the event organiser by the stipulated deadlines: Friday 24<sup>th</sup> June 2016.
- Team performances/routines will be a maximum of 6 minutes on the first day of the event and a maximum of 3 minute section of this routine or a different routine will be performed by teams on the second day of the event.
- Teams (coaches and participants/gymnasts) must arrive at the same time and register together. Under no circumstances will parents/guardians be allowed passed the registration desk.
- The Head Coach of the team will be required to sign a disclaimer on the day of the event at Team Registration to confirm that the skills being performed are covered under the coaching qualification of a coach present.
- The coaches attending the event must be qualified in the discipline that the gymnasts will be performing in and must be qualified to coach the skills being performed
- Only entered participants/gymnasts and nominated coaches prior to the event will be allowed into the team areas.
- Any changes in team personnel must be made known to the event organiser, prior to the event.
- Teams must respect the venue and staff at all times.
- Teams with own equipment must bring risk assessment for each item with them on the day of the event.
- Participants /gymnasts are the full responsibility to their coaches.
- Spectators, parents/guardians, teams and staff are to remain in their allocated areas at all times. Anyone found in a non-permitted area will be removed from the building.
- When gymnasts/coaches are in the performance hall to watch the show, they must remain in the designated seating area at all times.
- A strict limit has been set with regard to the numbers attending the Great British Gym For Life Challenge 2016. This limit will be vigorously monitored and adhered to. It is imperative that you identify accurately the number of people in your party for full registration. No additional people can be added to the numbers identified and confirmed within your entry.
- Please ensure all of your contact details held by British Gymnastics (through GymNET self-service) are up to date and correct for ease of contact to ensure all official communications reach you in a timely manner.
- Gymnasts may perform with one team only.
- Incomplete online entry forms minus payment or form will be classed as void and will not be included in the registration process.

- Full event details and information will be communicated approximately four weeks before the event.
- The 14m x 14m Tribond carpet floor area has a performance area of 12m<sup>2</sup>. Coaches and team managers are to ensure that team performances are suitable for the floor space available. A diagram of the Echo Arena Auditorium is attached (Appendix 1).
- By entering the Great British Gym For Life Challenge 2016 you are agreeing to all Terms & Conditions as listed.
- The event will only be cancelled if the venue fails to open on the day due to unforeseen circumstances. If the venue remains open the event will take place and no refunds to teams or spectators will be made.

## Appendix 1 - Auditorium Layout and Performance Area



## Appendix 2 – Event Entry

The Great British Gym For Life Challenge 2016 is a two day event in which teams and participants are expected to perform at both the evaluation and the gala events on consecutive days.

Entry fee per participant: £30.00

Entry fee includes:

- Full team performance (Saturday)
- Gala performance (Sunday)
- Celebratory pin (bronze/silver/gold according to evaluation)
- Commemorative event T-shirt
- Entry into the evening party (Saturday)
- A free ticket to the BG Gala held on Friday 29th July at the Auditorium at the echo arena. (Additional registration to spectate at the Gala is needed, no purchase necessary).

Please note:

Entries are treated on a first come, first served basis.

Entries should be completed online (through GymNET) and paid for as soon as possible to avoid disappointment.

Appendix 3 - The Great British Gym For Life Challenge 2016  
Team Information Sheet

Club Name	
Team Name if different from club (this will be used in the programme)	
Title of performance	
Title of music	
Where do the team train?	
Are you arriving by Coach?	
How many gymnasts are in the team?	
Is the team girls/boys/mixed? What is the age range?	
Does the team have any disability gymnasts?	
Have they performed together before? If yes, where and when	
Which disciplines of gymnastics will be displayed?	
Please confirm your performance is five minutes in length.	
What is your starting position/when does the music need to start?	
Does your music need to stop anywhere or can it be left to play to the end?	
Is there a particular colour incorporated into your costumes which we can include in the lighting during your performance?	
Are you bringing any equipment with you? If so please list the equipment you are bringing, and when it was last checked and tested.	Is the equipment a standard item produced and maintained by a reputable Gymnastics equipment manufacturer? <b>Yes/No</b> If No, then please complete a Risk Assessment & Method Statement (attached)
Do you need time before your performance starts to place equipment on the floor? If so, how long?	
Do you require assistance placing your equipment, either at the start or during your performance? If you would like to receive assistance you must provide a diagram of set up in the box.  Please note: Large apparatus including landing mats must only be moved by qualified BG coaches and event staff. Gymnasts cannot move large apparatus on and off the floor on their own.	
This is your chance to make your team stand out what <b>interesting</b> facts can you tell us about your team? i.e. someone's birthday, has someone just come back from injury, are your team heading to any international festivals?	

## Appendix 4 – GymNET Entry Guide

For guidance in making an online entry using British Gymnastics GymNET please refer to the:

[Online Entry Guide](#)

If you are having trouble in making using GymNET please contact British Gymnastics Customer Services Department: 0345 1297129

If you have a specific query regarding this particular event please contact Danielle Crowe [danielle.crowe@british-gymnastics.org](mailto:danielle.crowe@british-gymnastics.org) or 0345 1297129 ext.2660.

## Appendix 5 – GB Gym for Life Challenge Evaluation Criteria

The criteria used for the GB Gym for Life Challenge follows that set by the International Gymnastics for All committee for the FIG World Gym for Life Challenge. It is not based on technical high performance skill level, but very much focused around putting on a high quality performance for the performers and spectators to enjoy.

### Section 1: Entertainment

- Does the group performance keep the audience engaged throughout the performance?
- Are their surprise/wow moments within the routine?
- Does the group interact with the audience throughout the performance?
- Was the music choice entertaining? Did it keep you interested in the performance?

### Section 2: Innovation/originality

- Is the groups theme/story interesting or original?
- Is the theme/ story easily understood from the performance?
- Does the group use exciting floor patterns (formations)?
- Does the group use interesting choreography and different styles of dance?

### Section 3: Variety and Technique

- Are the gymnastic skills within the performance suitable to the overall skill level of the group?
- Are all gymnasts involved throughout the performance (i.e. no single gymnast is showcased throughout, each gymnasts best qualities are utilised)?
- Are the gymnastics and dance skills performed well with correct technique?
- Are there a variety of gymnastics and dance styles used throughout the performance (i.e dance, tumbling, acro, hand apparatus/props, large apparatus)

### Section 4: Overall impression

- Were the costumes suitable to the age and gymnastics skills within the performance?
- Was the music suitable to the age and gymnastics skills within the performance?
- Was the performance memorable?
- Would you like to watch the performance again?

Group performances will be evaluated in 4 sections using the criteria and maximum score of 20 is available (5 per section). A panel of trained evaluators will decide the score and this panel will remain the same for the whole day. Groups will then be awarded a bronze, silver or gold pin based on their score given for their performance. The ten highest scoring teams will receive Gold, with Silver and Bronze awards being split evenly amongst the remaining teams based on their scores.

Feedback will be available to every team directly after their performance based on the criteria. This will be provided by a feedbacker who has watched and discussed the performance with the evaluators. Exact scores will not be printed as this is not a competition, the scores are only used to decide the colour of pin awarded. Pins will be presented to each team on Day 2 of the event in the award ceremony. There will also be an Award presented for each section to the team which shows the Evaluators the best fulfilment of the criteria within that section.

All teams are welcome to come for feedback but it is not compulsory. Please send one coach along the designated feedback area after your performance. You will be made aware of this process when you arrive on the day during the coaches briefing. If you would not like to receive feedback you can “opt-out”. Please ensure you state you would like to opt-out of receiving feedback during registration on the day of the event.

To find out more about the event, the criteria and to train as a potential evaluator, a session will be held at Lilleshall National Sports Centre on Sunday 15<sup>th</sup> May at 1:30 – 4pm. This is free to attend and we welcome and encourage all coaches to do so. An online booking can be made [here](#).