

A stylized graphic featuring several five-pointed stars with horizontal stripes, a large black comet with a long tail, and a solid black circle. The elements are arranged in a dynamic, abstract composition.

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

2nd & 3rd Nov 2019
Version 1.0 04-10-19

2ND-3RD November



IMPORTANT – PLEASE READ THE WHOLE DOCUMENT.

Dear Parents,

Congratulations on reaching the GfA Finals 2019.

Your club has been sent a full competition Work Plan and links to various documents relating to the event. You should speak to the club directly if you require further information regarding the event.

Due to the size of entrants, any queries must be directed via the clubs, and not to London Gymnastics, who will not provide individual responses.

We have over 450 gymnasts taking part over two full days of competitions. Four rounds on Saturday and four on Sunday.

Above all else, we hope you and the gymnasts will enjoy the event. As it is a Final, we have added a bit of razzmatazz with an entrance tunnel, lighting and music.

However with such numbers, and a very long schedule it is imperative that parents support us by understanding the timetable and format to ensure we all enjoy a smooth running event.

Best wishes,

Ben Murphy

Event Director, GfA Finals 2019

Competition Timetable – Saturday 2nd November 2019

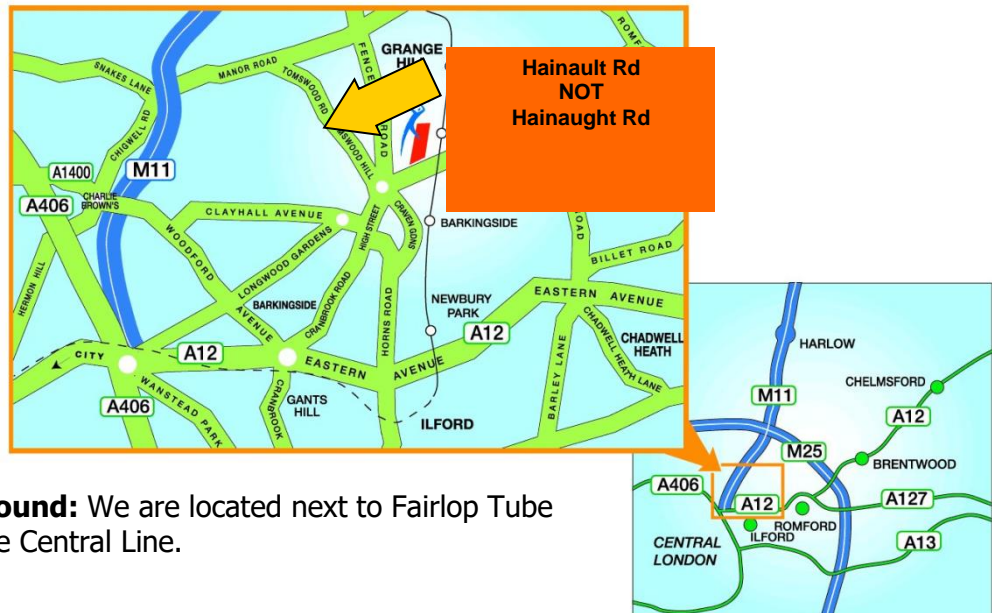
ROUND 1 – DOORS OPEN 08:15		
Time	Item	Location
08:15	Judges Meeting	Studio 1 – First Floor
08:45	Coaches Meeting	Arena Floor by gymnast seating
09:00	Registration Closes / Prep for March In	Between seating / Prep area
09:10	March In	L3 Blue Floor / L4-6 Red Floor
11:30	Competition End (including presentations)	L3 Blue Floor / L4-6 Red Floor
ROUND 2		
Time	Item	Location
As advised	Coaches Meeting	Arena Floor by gymnast seating
11:00	Registration Closes	Between seating
11:45	Prep for March In	Prep area
11:55	March In	L3 Blue Floor / L4-6 Red Floor
14:20	Competition End (including presentations)	L3 Blue Floor / L4-6 Red Floor
ROUND 3		
Time	Item	Location
As advised	Coaches Meeting	Arena Floor by gymnast seating
13:30	Registration Closes	Between seating
14:30	Prep for March In	Prep area
14:40	March In	L3 Blue Floor / L4-6 Red Floor
17:15	Competition End (including presentations)	L3 Blue Floor / L4-6 Red Floor
ROUND 4		
Time	Item	Location
As advised	Coaches Meeting	Arena Floor by gymnast seating
16:30	Registration Closes	Between seating
17:30	Prep for March In	Prep area
17:40	March In	L3 Blue Floor / L4-6 Red Floor
19:50	Competition End (including presentations)	L3 Blue Floor / L4-6 Red Floor

Competition Timetable – Sunday 3rd November 2019

ROUND 5 – DOORS OPEN 08:15		
Time	Time	Time
08:15	Judges Meeting	Studio 2 – First Floor
08:45	Coaches Meeting	Arena Floor by gymnast seating
08:45	Registration Closes / Prep for March In	Between seating / Prep area
08:55	March In	L3 Blue Floor / L4-6 Red Floor
11:10	Competition End (including presentations)	L3 Blue Floor / L4-6 Red Floor
ROUND 6		
Time	Item	Location
As advised	Coaches Meeting	Arena Floor by gymnast seating
11:00	Registration Closes	Between seating
11:25	Prep for March In	Prep area
11:35	March In	L3 Blue Floor / L4-6 Red Floor
13:50	Competition End (including presentations)	L3 Blue Floor / L4-6 Red Floor
ROUND 7		
Time	Item	Location
As advised	Coaches Meeting	Arena Floor by gymnast seating
13:15	Registration Closes	Between seating
14:05	Prep for March In	Prep area
14:15	March In	L3 Blue Floor / L4-6 Red Floor
16:35	Competition End (including presentations)	L3 Blue Floor / L4-6 Red Floor
ROUND 8		
Time	Item	Location
As advised	Coaches Meeting	Arena Floor by gymnast seating
15:50	Registration Closes	Between seating
16:50	Prep for March In	Prep area
17:00	March In	L3 Blue Floor / L4-6 Red Floor
19:15	Competition End (including presentations)	L3 Blue Floor / L4-6 Red Floor

Venue information

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



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

Parking charges apply
PLEASE REGISTER YOUR CAR AT THE VENUE



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 will be able to direct you.

Ticket Prices

Ticket Price	Item
£8.00	Adult All-day ticket
£6.00	Concession (6-16 and 65+) fives and under go free
£14.00	Adult Weekend ticket (both days)
£10.00	Concession Weekend ticket (both days)

London Gymnastics is a CASH FREE organization. Only Debit/Credit Cards excepted. We do not have the facility at the event to take bookings for tickets over the phone or reserve tickets during the Event weekend.

Free Joma t-shirt for all finalists

Joma

There will be a voucher for a free commemorative GfA Finals t-shirt for all gymnasts. The voucher is available at registration.

Gymnasts will be able to use the voucher & additional money if they wish to purchase an alternative garment e.g. hoodie from the Elite stall in Studio 1

Merchandising Stalls

There will be a range of merchandising stalls, which will be available throughout the weekend.



Major sponsor to London Gymnastics will be selling a range of boys and girls gymnastics attire in the front foyer.



Elite Gymwear– selling a range of garments which can have print transfer added to them on site. Gymnasts will also be able to use their voucher here to collect their free shirt or upgrade it to a hoodie. Elite Gymwear can be found in Studio 1 on level 1.

FIREBUG MEDIA

IGNITING YOUR IMAGINATION

Firebug Media are our official photographers who will take commemorative photos throughout the weekend for parents to purchase.

From arrival to competition (new procedures)

See in conjunction with Floor Plan in Appendix 2

1. Gymnast registration (upon arrival at the venue):

- a. Parents or coaches should bring gymnasts down the corridor from the foyer to the registration station located between the bleacher seating on ground level.
- b. The station is manned by our event staff who will help you register on the online screens and be ready to have your photo taken (this is displayed on the scoring screens).
- c. Once gymnasts are registered please return to the spectator seating (purchasing your tickets if required) and wait to be called to the "Gymnast preparation area".

2. Gymnast preparation area

- a. Please listen for announcements.
- b. Parents or coaches should drop their gymnasts to the Gymnastics Preparation area when called by our announcers (which is c. 10 mins prior to march in).
- c. Gymnasts will march in to the arena prior to a group choreographed warm up.
- d. At this point parents are not allowed to remain with gymnasts and should return to their spectator seats ready for the start of the competition.
- e. Within the Gymnast preparation area, our event personnel will line the gymnasts up into the groups they will be competing in.

Please note gymnasts must leave belongings/a small bag (only if necessary)/and a labelled drink bottle in the prep area. They cannot take bags onto the competition floor at any point, but can return to it during the event. No valuables should be left.

3. March in

- a. Under the supervision of our event personnel, gymnasts will make their way from the gymnast preparation area, along the ground floor corridor and store cupboard, and into our "Where stars are made" entrance tunnel.
- b. With the music thumping and flashing lights, the gymnasts will make their way onto their respective floor area.

4. Stretch Warm-up (group choreographed warm up)

- a. With gymnasts having come out of the tunnel, they will make their way onto the respective floor area for general warm up. Level 4 to 6 gymnasts will come out first and make their way to the Red sprung floor area.
- b. Next will be Level 3 gymnasts going to the Blue floor area.
- c. Once everyone has marched out of the entrance tunnel the 10 minute stretch warm-up will begin.
- d. We are delighted that we will have a star guest who is going to take all gymnasts through a group-choreographed warm-up. Coaches can remain in the gymnast seating area until the stretch warm-up is complete.

5. Apparatus warm-up

- a. After the warm up has finished, floor gymnasts line up in front of judges ready for their apparatus warm-up. Vault gymnasts make their way to the gymnasts seating where the Apparatus Marshall will call gymnasts forward to warm-up their two vaults before returning to the seating
- b. **Floor:** 1 minute 30 warm up (no flight skills) for each per panel, before gymnasts move to the corner of the floor for each gymnast to perform two cross tumblers ONLY. This will be directed by a coach from group.
- c. **Vault:** Each gymnast is entitled to two warm-up vaults.
- d. Once gymnasts have completed their apparatus warm-up they should return to the gymnast seating area.

6. Gymnast seating area

- a. All gymnast and coach seating is in a central location in front of competition control, and not positioned at each apparatus
- b. After apparatus warm-up gymnasts must all return to the gymnast seating area with the exception of the first gymnast competing in each area, who should wait by their respective apparatus and be informed when to start by our Apparatus Marshalls
- c. Please note each panel has been assigned a set of seats within the gymnast seating area. This space is for coaches and gymnasts when they are not called to compete.
- d. At no time should gymnasts or coaches be "hanging around" if not called to compete
- e. Colour coded signage will be displayed as to where to sit
- f. When it is the turn of a gymnast to compete, they will be collected by our Apparatus Marshall (who will be holding the appropriate colour panel clipboard) and make their way with the marshall to their apparatus. To support the flow of the competition, it's possible that gymnasts may be called together
- g. After completing their competition apparatus, the gymnast (and coach if appropriate) will immediately return to the gymnast seating area

7. Competition time

- a. **Floor:** When the gymnasts is taken to the floor by the marshall please ensure the gymnast is standing on the edge of the floor nearest to their starting position and the coach has the gymnast's number clearly visible.
- b. The Snr Floor Marshall will instruct you when to take to the floor and listen to announcement before then performing your routine
- c. **Vault:** Levels 4-6. Unlike previous years, each gymnast has been assigned to one of three vaults (as shown on the draw).
- d. It is vital that you warm-up and compete on the vault run selected
- e. Vault Marshals will direct the order of performance according to the pre-registered vault choices which correlates to the vault height chosen, and assigned to a particular vault run
- f. Coaches should ensure they show their Gymnast numbers clearly to the judges
- g. Vault Marshalls will ensure they have the correct gymnast, and display the gymnast number on the large screen at the end of the vault run, as well as holding aloft the coloured clipboard to ensure correct panel identification.

8. End of rotation:

- a. With all gymnasts back in the gymnast seating area, and when ready the next apparatus warm up period will be announced
- b. Gymnasts are not required to line up in front of judges in the second rotation
- c. The same rules as above apply to the warm up and competition for the second rotation of the round

9. End of competition and presentations protocol

- a. At the end of the final rotation, all gymnasts should be sat in the gymnast seating area
- b. It is expected that a display will take place on the floor area whilst the scores are calculated and checked
- c. During this time, each panel of gymnasts will be called from the gymnast seating area to line up in the corridor ready to march on for presentations
- d. It is essential that gymnasts remain in the order they have been placed
- e. Gymnasts from Level 4-6 will march out of the tunnel first, and make their way behind the Marshall to the red/white sprung floor area
- f. Gymnasts from the Level 3 competition will follow and make their way to the Blue floor area
- g. Once gymnasts have reached the floor they will be lined up in their respective panel groups and asked to sit down
- h. The presentations will then take place

The following presentations will be awarded

Presentation for each category	Award 1st, 2nd, 3rd
All Around ranking	Bronze, Silver and Gold medals 4 th , 5 th and 6 th Ribbon Winners Trophy
Floor Champion	Gold Medal & Trophy
Vault Champion	Gold Medal & Trophy

Pins

Gymnasts who Pin in the Final will be eligible to receive a pin separately. Pins will not be presented, but given to coaches on request.

Photos

During presentations there will be a very short period to pause for photos, taken by our official photographers.

Parents and coaches are invited to take photos against the London Gymnastics backdrop located on the first floor foyer area.

10. End of Presentations protocol

- a. Gymnasts will be marched back to the gymnast seating area
- b. Gymnasts will be released by club, and it is the responsibility of a coach from each club to take the gymnasts to the Preparation Area.
- c. From here the coach will ensure the gymnast is repatriated with their parents.
- d. it is vital that there is no hanging around for a chat, photo etc – coaches must hand over gymnasts to parents and ask them to move outside asap
- e. Parents will be called to the Preparation area by club to avoid overcrowding

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.

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.

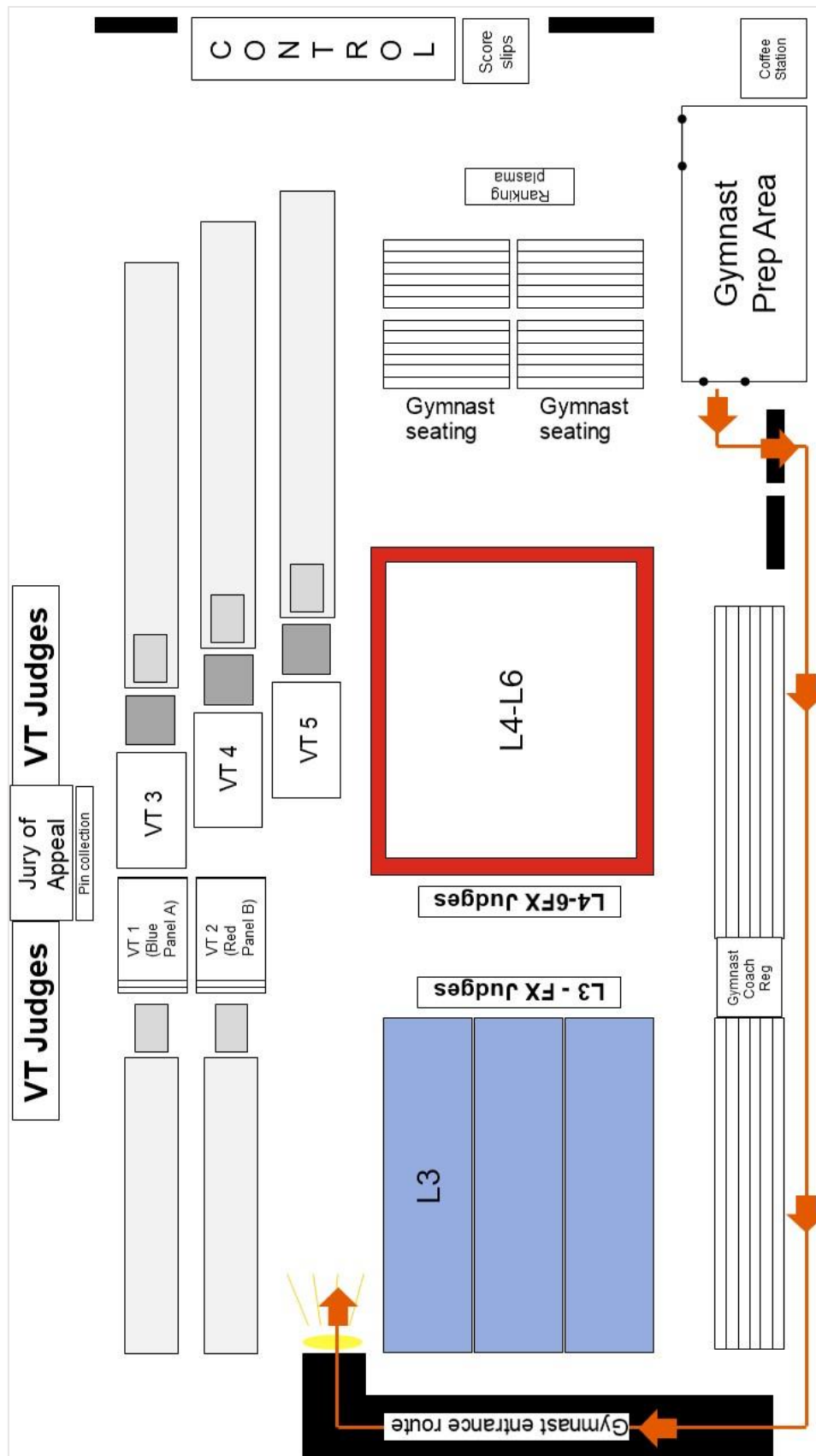
Competition Categories:

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.

Event Volunteers

Our Event Staff are volunteers and London Gymnastics has a zero tolerance towards rude or abusive members of the public. If there are any instances of abuse to our volunteers, then the perpetrators will be removed by the Security Staff.

APPENDIX 2 – Arena Plan





2ND-3RD November

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