



**GfA Men's Artistic and Women's Artistic  
Erewash Valley Gymnastics Club  
Competition Handbook**

Host club – Erewash Valley Gymnastics Club

Competition organiser name: Hannah Gibbs

**British  
Gymnastics**  
More than a sport



## About

### Host club

From beginners to experts, we help every gymnast reach their full potential. Erewash Valley Gymnastics Club's talented and dedicated team of coaches and staff, along with our two sites and varied programmes mean we are one of the largest gymnastics' clubs in the East Midlands.

EVGC provides a safe, friendly and appropriate learning environment for all ages and abilities, giving everyone a chance to explore gymnastics.

Participant, parent or spectator - we welcome you to Erewash Valley Gymnastics Club!



### British Gymnastics

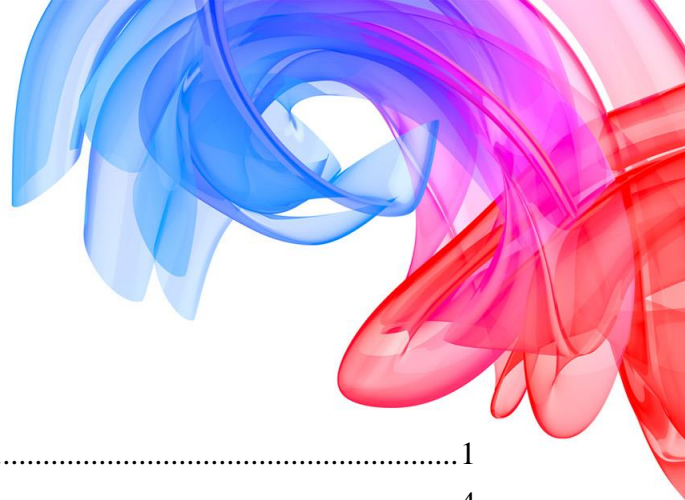
British Gymnastics is proud to be the UK Governing Body for the sport of Gymnastics. We exist to support, lead and inspire all those involved or interested in Gymnastics.

British Gymnastics provides a national directive and structure for the sport; delivering a range of opportunities across the age spectrum to take part and stay in gymnastics, as well as developing talent and delivering top-level success.

The British Gymnastics strategy aims to meet the following vision and core purpose:

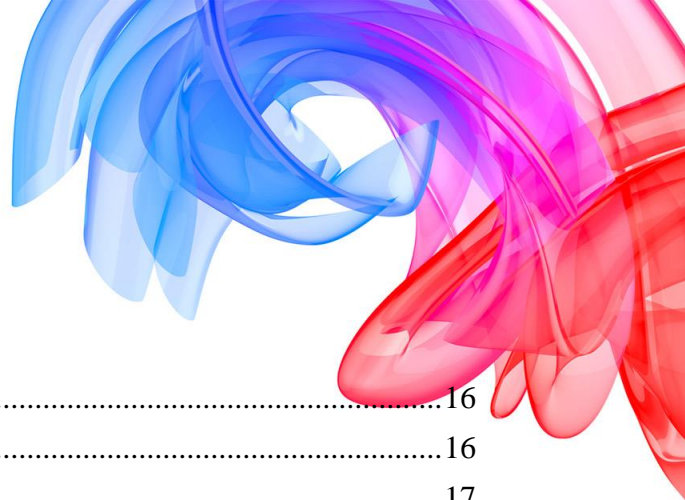
- Gymnastics is a passion shared by millions.
- To create and inspire lasting success for Gymnastics.



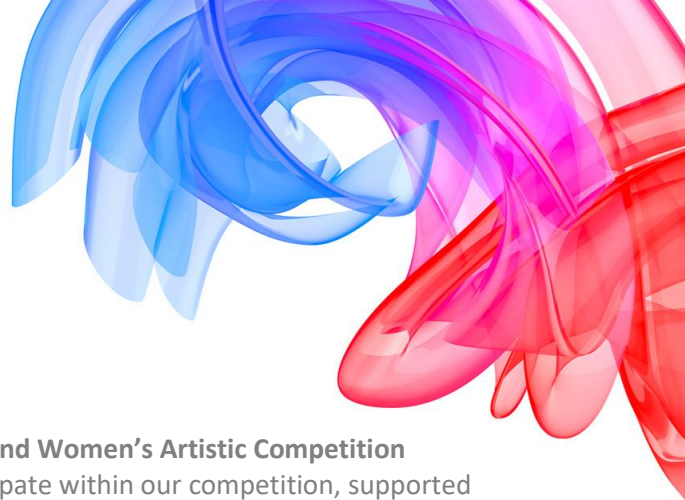


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## Competition details – Overview

Welcome to the **Erewash Valley GC's GfA Men's Artistic and Women's Artistic Competition 2019**, within this pack you will find all the details to participate within our competition, supported by British Gymnastics.

The aim of this gymnastics competition is to provide an opportunity for gymnasts to participate within a low-level and fun competitive environment. This competition breaks down the 'Key Skills' involved in General, Men's Artistic and Women's Artistic Gymnastics and builds them up towards more challenging skills which gymnasts love to do in any environment.

Helping to create a pathway, this event is designed to be a different type of competition compared to the County and Regional competitions but still involved key skills that build towards MA, WA, and GfA County and Regional competitions.

### Who can enter?

This competition is for:

Boys and girls aged 5 to 16 years.

The entry age for the gymnast is the **age of the gymnast on the date of the competition**.

**For example:** A gymnast needs to be 8 years old before the 12<sup>th</sup> May 2019 to enter 8 years category.

This is open to all British Gymnastics registered clubs.

See '[Category breakdown](#)' and '[Entry restrictions: Gymnasts that have...](#)' sections for further details.

### Venue and address

**Venue name:** Erewash Valley Gymnastics Club – Ilkeston site

**Venue address and postcode:** Hallam Field Road, Ilkeston, Derbyshire, DE7 4AZ

**Link to google maps:**

<https://www.google.co.uk/maps/place/Hallam+Fields+Rd,+Ilkeston+DE7+4AZ/@52.9534919,-1.296881,17z/data=!3m1!4b1!4m5!3m4!1s0x4879e9562a148507:0x35d80b98277f1c5!8m2!3d52.9534887!4d-1.2946923>

### Time and date

**Date/s:** 12/05/2019

**Estimated start time(s):** 9:00am

**Registration and warm up times:** These will be sent out with the programme after entry closure.

GfA MA and WA Competition

Handbook

Levels Girls 1 – 5 and Boys 1 - 3

Boys and Girls



**Estimated end time(s):** 2:00pm

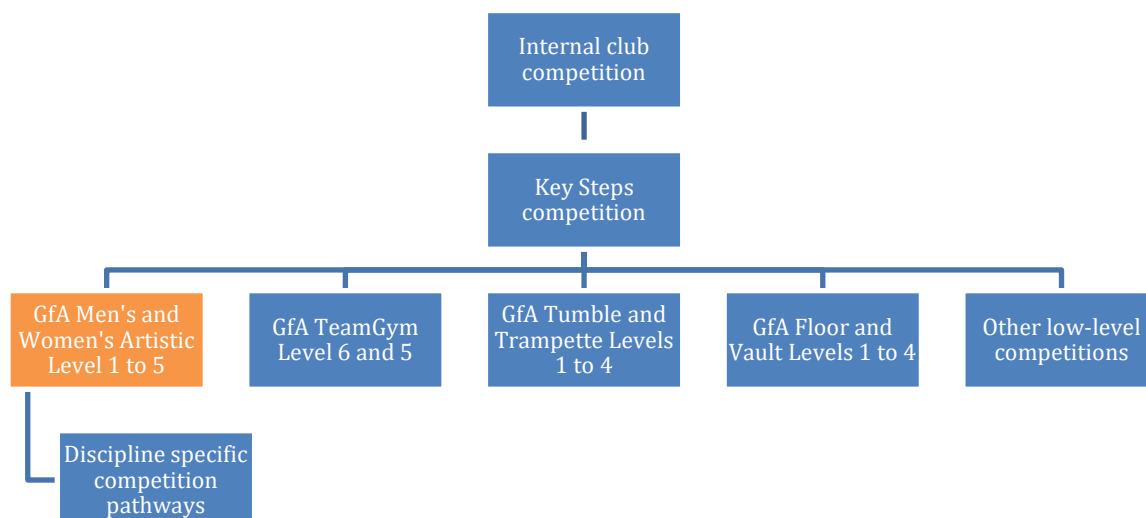
**Please note:** The end time is estimated and subject to change. The running order will be circulated before the event, but timings may still alter on the day.

**Type, level, and pathway**

**Competition type:** GfA Men’s Artistic and GfA Women’s Artistic

**Competition level:** GfA Women’s – Levels 1 to 5 and GfA Men’s – Level 1 to 3

**Competition pathway:** The following diagram provides a generic overview of the type of pathway Gymnastics for All has up to Regional level.



Those segments highlighted in orange are those which this competition is focusing on.

Each discipline will have specific pathway requirements; please see the British Gymnastics Technical pages for further details.

See the [Gymnasts that have...](#) section of this document for details regarding any specific entry levels restrictions e.g. gymnasts that have entered Trampoline NDP competition prior to this competition.

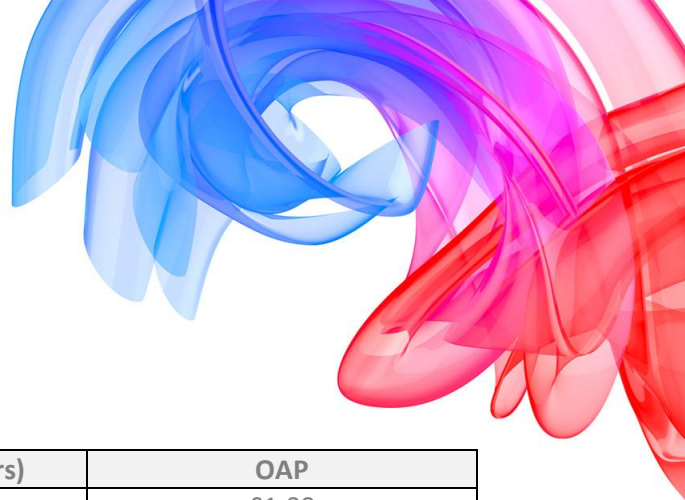
**Theme**

This competition has no theme.

**Entry costs overview – Clubs, Gymnasts, and Spectators**

**Entry costs:**

Entry cost per gymnast	Special offer cost per gymnast	Late entry cost per gymnast
£15.00	N/A	N/A



**Spectator entry fee:**

Adult	Child (under 12 years)	OAP
£3.00	£1.00	£1.00
Spectator fees are paid on the day of the event, on entry into the gym.		

**Judge fees:**

No allocated judge	No show of nominated judge
£50.00	N/A

If you don't have a judge, please contact the British Gymnastics Competition Coordinator to discuss support options.

**Note:** See [Judge Requirements](#) section for specific requirements

**Key contacts**

<b>Competition organiser:</b>	Hannah Gibbs	0115 972 6070	<a href="mailto:Hannah.gibbs@evgc.co.uk">Hannah.gibbs@evgc.co.uk</a>
<b>Venue contact:</b>	Hannah Gibbs	0115 972 6070	<a href="mailto:Hannah.gibbs@evgc.co.uk">Hannah.gibbs@evgc.co.uk</a>
<b>British Gymnastics Competition Coordinator:</b>	Jack Duggan	07584517635	<a href="mailto:jack.duggan@british-gymnastics.org">jack.duggan@british-gymnastics.org</a>
	Polly Hucker	07584515030	<a href="mailto:polly.hucker@british-gymnastics.org">polly.hucker@british-gymnastics.org</a>



## Entry details

### Method of entry

You can enter this competition via:

**Email** – Complete and return the entry form to [Hannah.gibbs@evgc.co.uk](mailto:Hannah.gibbs@evgc.co.uk)

### Method of payment

BACs transfer:	
<b>Name:</b>	Erewash Valley Gymnastics Club
<b>Account number:</b>	07951892
<b>Sort code:</b>	60 – 13 – 23
<b>Reference:</b>	EVGC GfA Comp [club name]

Please ensure the correct amount is paid upon entry. Without payment, entry will not be counted.

### Entry dates

**Entry opening date:** 04/02/2019

**Entry closure date:** 14/04/2019

**Note:** The competition organiser holds the right to close the entry period early if the maximum entries have been reached.

### Late entries

Entries after the closure date may not be accepted (depending on the stage of the organisation process) and may incur an administration charge.

Late entry fee = £20.00

If you believe your entry will be late, please contact the competition organiser to discuss your situation. Each case is taken on individual basis.

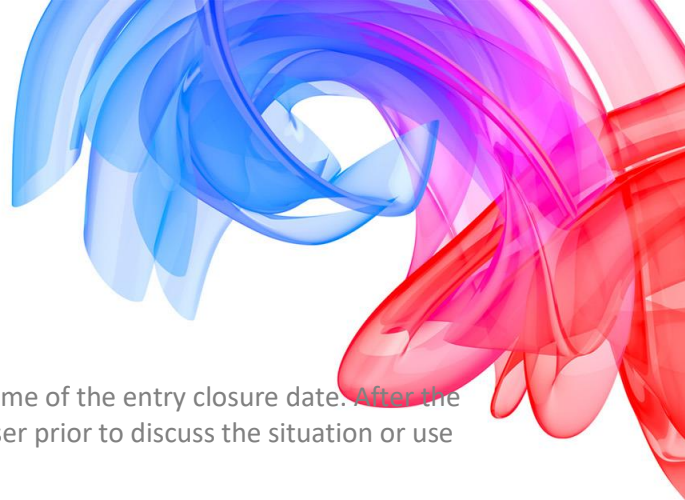
### Changing of a gymnast involved in the competition

#### Pre-event entry closure

If a gymnast is unable to attend the competition for a specific reason (injury, illness etc.) then you are welcome to transfer (change) the gymnast so you maximise the opportunity for your club.

#### Post event entry closure





Changing of a gymnast can be done anytime up until the time of the entry closure date. **After the entry closure date**; please contact the competition organiser prior to discuss the situation or use the [Withdrawal of entry](#) process for the gymnast.

#### **How to transfer a gymnast – Manual entry process**

Events with the entry process that includes manually completing a Word doc., Excel doc. Etc. will require a Transfer form being completed and submitting to the Competition Organiser.

You can find the Transfer form either online or by asking the Competition Organiser.

#### **How to transfer a gymnast – Online entry (GymNet) process**

You're able to un-submit your entry and remove/add gymnasts as much as you wish to until the entry deadline. Once you have paid for an entry you are unable to add/remove gymnasts. To add/remove a gymnast after paying for the entry you will need to contact the competition organiser as they will need to manually alter the entry (this may incur an admin fee).

### [Withdrawal of entry](#)

#### **Manual entry withdrawal process**

Please complete the 'Withdrawal form' and return this to the competition organiser. This can be done at any time.

#### **Online entry (GymNet) withdrawal process**

Please un-submit the entry online, this will withdraw your entry. If you have paid already you need to contact the Competition Organiser to discuss how to withdraw, depending on the stage of withdrawal.

#### **Fees to withdraw**

If the withdrawal is:

- **After the closure date** – A fee may be charged, please contact the Competition Organiser to find out this detail.
- **Before the closure date** – No fee will be charged as part of consumer rights.

### [Confirmation of entry](#)

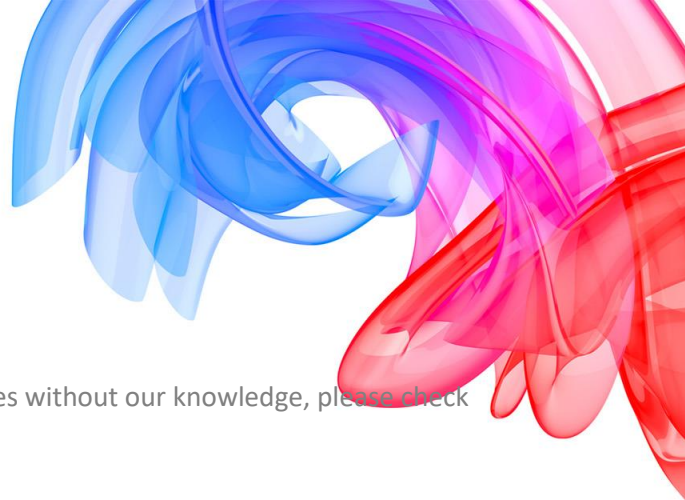
Upon entry and payment of entry; you will receive a confirmation email for your entry.

## [Structure and programme](#)

### [Confirmation of programme](#)

After the entry closure date, the competition organiser will finalise the competition programme/running order and circulate this with all clubs involved.

If you haven't received an email of the competition programme five days prior to the competition start date, please contact the competition organiser.



**Note:** Sometimes emails can get moved to 'junk mail' boxes without our knowledge, please check prior to contacting the competition organiser.

### Pre-planned structure of competition

Below is a guide of the structure of the competition, this will be adapted and confirmed after the closure date.

**Note:** Some competitions may be broken up into separate smaller competitions to suit the number of entries/categories.

Activity	Estimated time
Arrival	9:00
Registration	9:00
Door open for spectators	9:00
Coaches and judge's briefings	9:15
General warm up	9:20
Competition begins	9:30
Rounds including change over, intervals, apparatus warm ups, performances	
Presentation	13:30
Photo opportunity	13:50
Competition ends	14:00

### Category breakdown

Within this competition the categories are as follows:

*See next page for table.*



		Categories				
Gender	Category	Level 1	Level 2	Level 3	Level 4	Level 5
Girls	Age breakdown	5 years 6 years 7 years 8 years 9 years 10 years 11 years 12 years 13 years 14 years 15 years 16 years	6 years 7 years 8 years 9 years 10 years 11 years 12 years 13 years 14 years 15 years 16 years	7 years 8 years 9 years 10 years 11 years 12 years 13 years 14 years 15 years 16 years	8 years 9 years 10 years 11 years 12 years 13 years 14 years 15 years 16 years	8 years 9 years 10 years 11 years 12 years 13 years 14 years 15 years 16 years
	Apparatus	Floor Vault Bars Beam	Floor Vault Bars Beam	Floor Vault Bars Beam	Floor Vault Bars Beam	Floor Vault Bars Beam
Boys	Age breakdown	5 years 6 years 7 years 8 years 9 years 10 years 11 years 12 years 13 years 14 years 15 years 16 years	6 years 7 years 8 years 9 years 10 years 11 years 12 years 13 years 14 years 15 years 16 years	7 years 8 years 9 years 10 years 11 years 12 years 13 years 14 years 15 years 16 years		
	Apparatus	Floor Vault Bars	Floor Vault Bars	Floor Vault Bars		

**Notes:**

- Depending on the number of entries in each category after the closing date, some categories are subject to change.

**For example:** 7 years category may become two groups of 7 years, Jan – Jun born and Jul – Dec born. This may also work in reverse, for example; 5 and 6 years will join as there are only two gymnasts in each age group entered.

This will be down to the discretion of the Competition Organiser, but this will be communicated prior to the competition date.



- The entry age for the gymnast, is the age of the gymnast on the date of the competition
  - **For example:** A gymnast needs to be 8 years old before the 12<sup>th</sup> May 2019 to enter 8 years category
  - In fairness to all gymnasts, the coach should decide at what level gymnasts compete.
- GfA rules are designed to be inclusive. Gymnasts with additional needs may take part within a mainstream category or a disability specific category. Please make the competition organiser aware of any specific requirements upon entry.

#### Entry restrictions: Gymnasts that have...

- Entered GfA or Artistic Floor and Vault competitions must enter Level 3+.
- Entered GfA or Artistic Floor and Vault competitions and won a medal must enter Level 4+
- Entered Regional competitions and won a medal must enter Level 3+.
- Entered above Regional level are not eligible to enter Gymnastics for All competitions.
- Competed within Club Grades **can** enter.
- Entered all levels of display festival **can** enter this competition.
- Competed within other low-level club, schools and leisure centre (inter and intra) type competitions **can** enter this competition.
- Been a former Performance Gymnasts wishing to compete at a lower level may do so, but must not have competed for **one year**, and enter at the advance more Levels

**Note:** With all points, the discretion of the coach's professional judgement on the level which a gymnast should enter; and they should not advance the gymnast beyond their level or hold the gymnast back for the success of the club.

Apart from the above restrictions, you may enter any gymnasts at any level e.g. a gymnast could enter the Level 3 although they have never entered a competition prior. Thus, keeping in mind the physical and psychological factors involved with entering a gymnast at a higher level as their first time.

#### Maximum training hours

To ensure a fair competition, we have enforced the following maximum training hours per week:

*See next page.*



Maximum training hours per week					
Gender	Levels				
	1	2	3	4	5
Girls	8 hours	8 hours	8 hours	8 hours	8 hours
Boys	8 hours	8 hours	8 hours		

This applies to each individual gymnast.

### Rewards and gifts

As part of this competition **every gymnast** will receive:

T-shirt

Certificate of attendance

As part of this competition **6<sup>th</sup> – 4<sup>th</sup> winning gymnasts** will receive:

Gift

Certificate

As part of this competition **3<sup>rd</sup> – 1<sup>st</sup> winning gymnasts** will receive:

Medal

Certificate

See [‘Category breakdown’](#) for explanation of winning gymnasts.

## Performance details

### Warm up

There **isn’t** a warm up hall for the gymnasts. The programme will include a general warm up at the start of the competition but also per apparatus.

There will be approximately 5 **minutes** per apparatus for the apparatus warm up.

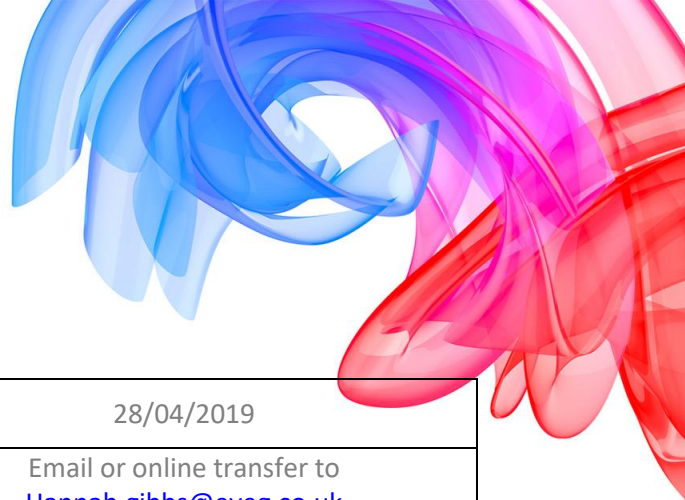
Attempts/timings subject to change at the competition organisers discretion.

### Music licencing – PPL/PRS

#### Music requirements for this event

<b>Music is required for the following categories of this competition:</b>	<ul style="list-style-type: none"> <li>GfA Women’s Artistic floor levels 3, 4, and 5</li> </ul> <p><b>Note:</b> Timings etc. requirements are stipulated on specific Skills and Tariff sheets.</p>
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#### Pre-event music requirements



<b>Music submission date deadline:</b>	28/04/2019
<b>Music submission method:</b>	Email or online transfer to <a href="mailto:Hannah.gibbs@eveg.co.uk">Hannah.gibbs@eveg.co.uk</a>
<b>Music format:</b>	MP3 or MP4

The music file name must include the following when submitting:

- Club/team
- Gymnast full name
- Category
- Gymnast membership number (unless event is a team event)

Please ensure you are aware of the stipulations placed on the event and all clubs wishing to use music, by PPL.

If you wish to use music in your gymnastics environment, you require a PPL/PRS licence. More information can be found: <http://www.ppluk.com/I-Play-Music/Businesses/>

To check your music is permitted for use, the PPL UK website lists online all the music that can be used:

[https://repsearch.ppluk.com/ars/faces/pages/audioSearch.jspx?\\_afLoop=12521061282463709&\\_afWindowMode=0&\\_adf.ctrl-state=27kf5b2cs\\_4](https://repsearch.ppluk.com/ars/faces/pages/audioSearch.jspx?_afLoop=12521061282463709&_afWindowMode=0&_adf.ctrl-state=27kf5b2cs_4)

No Walt Disney, Andrew Lloyd Webber or Cirque de Soleil music is permitted.

### **Event day music requirements**

Please ensure you bring a copy of your music on the day. Ideally within the following formats:

- CD-ROM
- Pen drive (for laptop)
- Phone, iPod etc. accepted also

Please note that although very-low risk, any damages are your own responsibility and not the host or the Competition Organisers.

The host venue will also be abiding by the PPL/PRS licencing laws. Therefore, their maybe background music being played to help create a calming atmosphere. This will be the competition organiser/venue representatives' discretion.

### **British Gymnastics guidance on PPL/PRS**



Within the above information there is some guidance/useful links taken from the British Gymnastics website. For full details please go to <https://www.british-gymnastics.org/clubs/club-membership/music-licensing-ppl-prs>

### Lining up

Please ensure that at the following times the gymnasts line up and present to the audience and judges:

- At the start of the competition (as a team)
- Before the performance
- After each individual team performance
- During the awards ceremony (as a team)

### Skill requirements and Tariff sheets

Skill requirements for this competition can be found in the ‘Skills and Tariff sheets’, accompanying this handbook.

These sheets have been designed to be:

- Easy to read for each level
- Shorter documents so can be used in the gym
- Can be personalized to each gymnast as be used as a ‘work sheet’ within the gym and at home (where appropriate)

Please ensure you bring **0 (these are not required)** copies of the Tariff sheet pages on the day and hand them in during registration.

### Repetition of skills

**Floor and Beam** – Routines have a set number of skills to be applied into the routine. Additional skills added won’t be counted and will receive a 1.0 deduction from the Difficulty Value and the any Execution Deductions if performed. Linking movements are allowed – see tariff sheets for further details.

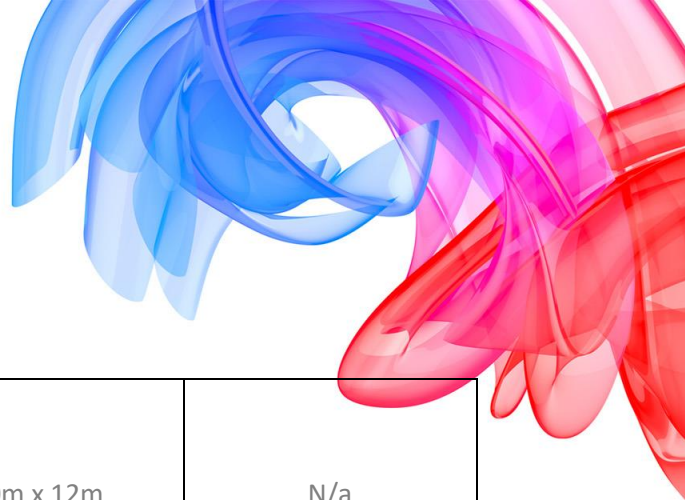
**Vault** – Each gymnast is to perform two vaults. The highest scoring element will be recorded.

**Bars** – Routines are set. Additional skills added won’t be counted and will receive a 1.0 deduction from the Difficulty Value and the any Execution Deductions if performed.

### Apparatus

The following equipment and apparatus will be used for this competition:

Apparatus	Manufacturer	Size, dimensions, run up, landing details	Image
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Sprung floor	GymNova	10m x 12m	N/a
Table vault	GymNova	Height 100 – 165cm See competition specific requirements	N/a
Beam	GymNova	As per FIG Apparatus Norms brochure Length: 500cm Width: 10cm	N/a
A Bars	GymNova	As per FIG Apparatus Norms brochure Height of bar: adjusted to suit gymnast Distance between bars: min 130cm – 180cm max	N/a
H Bar	GymNova	Can be adjusted by coach to suit the gymnast	N/a

If you have any specific questions regarding the apparatus, please contact the competition organiser.

### Deductions

You will find general deductions in the ‘Skills and Tariff Sheets’ accompanying this handbook.

### Judge slips

When you are nominating a judge, you may wish to show them the below judge slip. This judge slip may be like what the judges will be using on the day to work out each team’s final score.





From this score sheet you can see how important it is for you as a coach to complete the tariff sheets correctly for judges to be able to 'judge' efficiently and keep the flow of the competition moving smoothly.

**Judge slip example**

Floor		Vault		Bars		Beam	
No.			Gymnast name:				
This is based on the skills performed				Tariff:	10.00		
				Bonus' given:			
				Execution starting score:	10.00		
Tariff + Bonus's given + Execution starting score =				Starting score:			
What errors have they done against the requirements				Execution deductions:			
Starting score – Execution deductions =				Final score:			

**Appealing a judge's decision**

Any appeals of a judge's Difficulty Value (DV) score decision need to be given to the head judge and must be submitted prior to the end of the competition.

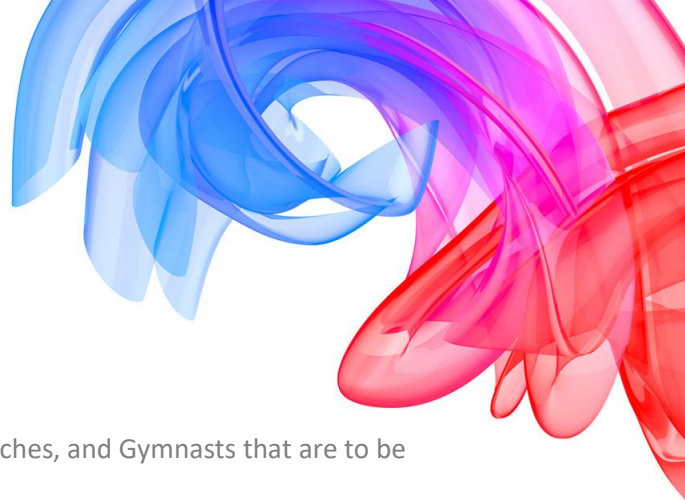
Appeals must be submitted by the gymnast' coach only.

This is a friendly, low-pressure, fun competition and we want to create a fair environment. We will strive to provide everyone with the best service possible.

**Club/school/leisure centre requirements**

The following table provides information on the level of British Gymnastics membership each gymnastics environment requires to enter this event:

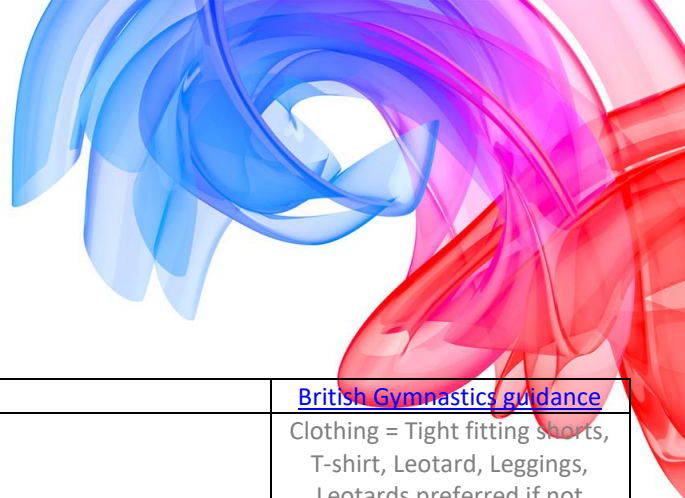
Environment:	Club	School	Leisure Centre
Level of membership	BG Club membership	BG Club membership	BG Club membership
Membership link	Further details on how to become a registered British Gymnastics Club can be found on the British Gymnastics website - <a href="https://www.british-gymnastics.org/clubs/club-membership/fees">https://www.british-gymnastics.org/clubs/club-membership/fees</a>		



## Judge, Coach, Gymnast requirements

The following table provides requirements for Judges, Coaches, and Gymnasts that are to be involved within this event:

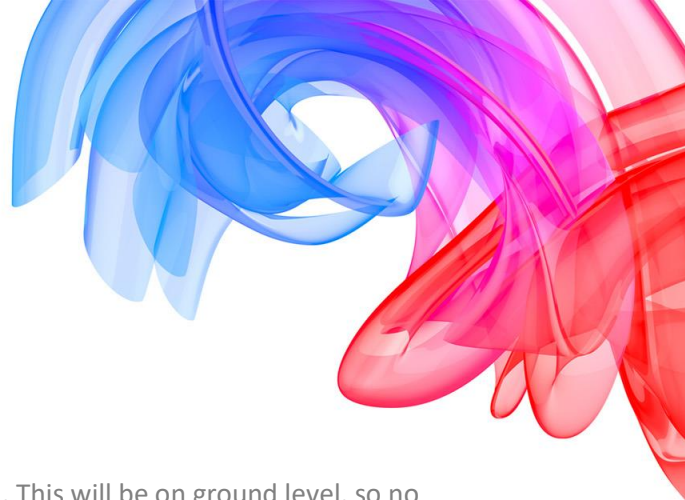
Role/ Requirement	Judge	Coach	Gymnast
<b>Requirements per club entry</b>	<p>1 – 10 gymnasts = One judge at Intro to... Judging or above qualified</p> <p>11 – 20 gymnasts = Two judges, one must be Club judge qualified</p> <p>No judge = £50.00 fee</p>	<p>Minimum = A BG Level 2 (and above) qualified coach per team</p> <p>Only coaches submitted on entry will be allowed into competition area. They will also be required to register upon arrival as per gymnasts.</p>	<p>See '<a href="#">Category breakdown</a>' and following sections of this handbook for details.</p>
<b>British Gymnastics ratios</b>	N/a	1 coach : 8 gymnasts	
<b>Qualifications</b>	<p>Minimum = Intro To... Judging qualification</p> <p>Ideally = Floor and Vault judge, Club level judge qualification in any of the following disciplines; Men's Artistic, Women's Artistic</p> <p><b>Note:</b> Judging guides will be provided on the day.</p>	<p>Appropriate British Gymnastics qualifications must be held to deliver the appropriate skills.</p> <p>See '<a href="#">Skill requirements and routines</a>' for further details.</p> <p>Men's Artistic (MA), Women's Artistic (WA) and General Gymnastics (GG) coaches can supervise within Floor and Vault competitions.</p> <p>Only skills stipulated within the Skills and Tariff sheets to be performed and no skills outside the coach's qualification can be performed.</p>	N/a
<b>DBS</b>	Yes	Yes	N/a
<b>Safeguarding training</b>	Ideally	Yes	N/a
<b>Experience and abilities</b>	<p>No judging experience is required but some experience/knowledge of Floor and Vault would be beneficial.</p> <p>Judging guides will be provided on the day for those who haven't judged at this type of competition before.</p>	<p>Experience within delivering/supporting all skills which gymnasts are performing.</p>	<p>Gymnasts must be at a point of competency (within their own environment) to perform their chosen skills and routines.</p> <p>For example; it can't be the first time they have completed the skill.</p>
<b>Membership</b>	<p>BG Bronze judge membership</p> <p><a href="#">British Gymnastics guidance</a></p>	<p>BG Gold coach membership</p> <p><a href="#">British Gymnastics guidance</a></p>	BG Bronze gymnast membership



			<a href="#">British Gymnastics guidance</a>
<b>Attire</b>	<p>Ideally FIG standards will be followed – Navy trousers/skirt, white shirt.</p> <p>Allowed – Black trousers/skirt, white shirt.</p>	<p>Suitably recognisable by all.</p> <p>Appropriate to spot/support gymnasts during practice and performance.</p> <p>Following BG Education guidance.</p>	<p>Clothing = Tight fitting shorts, T-shirt, Leotard, Leggings, Leotards preferred if not shorts, matching gymnastic shorts may be worn but not cycling shorts.</p> <p>Hair = Neat and tidy, tied back from the face.</p> <p>Feet = Bare or gym shoes</p> <p>Judges must be able to see clearly the angles of the body for accurate scoring.</p> <p>This is also a safety issue if any supporting is required by a coach.</p> <p>Staying warm = Additional suitable clothing on top during rest periods</p>
<b>Payment arrangements</b>	It's not the host clubs' responsibility to financially support the judges to attend this event.	It's not the host clubs' responsibility to financially support the coaches to attend this event.	N/a
<b>Transport arrangements</b>	Coaches and judges are required to organise their own method of transport to and from the competition at the appropriate times.		<p>Clubs and coaches are responsible for organising appropriate transport to and from the event.</p> <p><a href="#">British Gymnastics guidance</a></p>
<b>Jewellery and body adornments</b>	Please set a president for coaches, gymnasts and spectators of professionalism.	<p>British Gymnastics has a strict no jewellery policy during training or performance. Please ensure all piercings and body adornments are removed prior to the competition.</p> <p><a href="#">British Gymnastics guidelines</a></p>	
<b>Additional requirements</b>	If any anyone has any additional requirements to support their time during the event e.g., they have a disability that requires additional support or consideration by the Competition Organiser. Please complete and return the 'Additional support' form.		

If requirements are not upheld, then the Competition Organiser has the right to withdraw your (and possibly your clubs') right to step into the competition area.

**Note:** If your club is unable to find a judge (or doesn't have one) please don't worry. Contact the British Gymnastics Competition Coordinator to discuss your options and how you can gain/train a judge.



## Facilities on-site

### Spectator area and disabled access

Seating will be located around the floor/performance area. This will be on ground level, so no steps/lifts are required.

Disabled seating can be available on request. Contact Hannah for further details/to arrange specific seating requirements. There is disability access, with the use of ramps where required also.

Spectator tickets can be purchased from Erewash Valley Gymnastics Club on the day of the event. If you have a large group, please contact the Competition Organiser to discuss options.

### Food and drink

The café will be open selling cookies, cakes, chocolates, crisps, hot and cold drinks.

### Toilet and changing facilities

Toilets and changing facilities are available on-site, including baby changing facilities.

### On-site entertainment

Within the waiting area there is a toy/soft play area for those little ones requiring a break out time.

### Car parking

On-site car parking is available – Free of charge.

On-road parking is also available.

### First aid and welfare

A trained Welfare Officer will be present throughout the competition – This person will be highlighted during the coaches and judges' briefings.

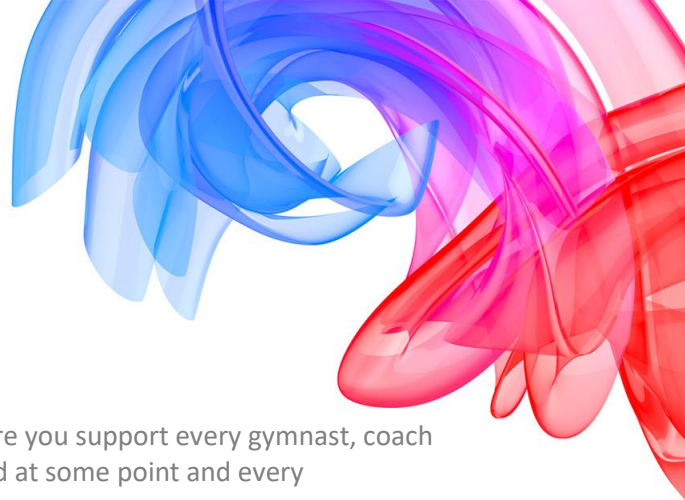
A trained First Aider will be present throughout the competition – This person will be highlighted during the coaches and judges' briefings.

It would be most helpful if the supporting coach from each club is first aid trained however, this isn't essential.

## Regulations

### Standardisation

Unless stated these regulations have been created to help standardise competitions within low-level events.



### Etiquette

While competitions can become competitive, please ensure you support every gymnast, coach and parent/guardian involved. Everyone has been involved at some point and every competition/event is a celebration of those efforts.

It is important that the access to the 'Officials area' (judges, scoring, music etc.) is restricted to authorised personnel only.

### Photography

It is your responsibility as the coach in charge of your entered team/club to be aware and have records of anyone that can/can't have their photo/video taken for media purposes. If you have anyone that can't please make the competition organiser aware prior to the date of the competition for they can inform the appropriate persons at the venue, so photo/video are avoided of them.

Further details on how to gain appropriate permissions for photography/video can be found in the British Gymnastics photography policy which can be found online – <https://www.british-gymnastics.org/documents/footer-menu-items/british-gymnastics/3276-photography-policy/file>

The hosting club will announce throughout the day about photos not to be taken and specific times/places which they can be taken, in-line with their photography and media policy.

At **no point** should flash photography be used as this can affect those involved in the event.

### Complaints and grievances

If you have a complaint or grievance regarding any happenings at this competition, please ensure you send in your details to the Competition Organisers email within five working days of the competition date.

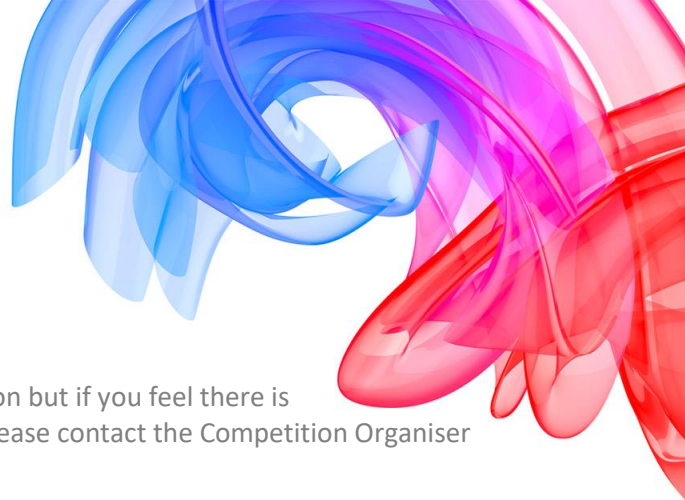
### Health and safety

#### Overview

The health, safety and welfare of all participants (gymnasts, coaches and officials) is the primary consideration. All British Gymnastics policies and procedures will be rigorously applied with regards to health, welfare and safeguarding and protecting children.

The intention of the competition is to create a friendly and no-stress/low-pressure environment for all those involved, while allowing gymnasts the opportunity to challenge themselves to do their best. Ensuring the safety of the gymnasts, no matter their age, is a priority in the event set up, programme design, and risk assessment, using the guidance set out by British Gymnastics in its Safe Coaching Practice document – <https://www.british-gymnastics.org/documents/clubs-schools-and-leisure-centres/8851-h-s-guidance-safe-coaching-1/file>

#### Risk assessments



Risk assessments have been carried out for this competition but if you feel there is something/one that may require additional assessment please contact the Competition Organiser ASAP with specific details.

While risk assessments for the competition have been completed, your club is responsible for specific risk assessments related to your club e.g. travelling to and from the competition etc.

### Welfare

As part of your risk assessments and preparation for the event, please consider the welfare of individual gymnasts, including such items:

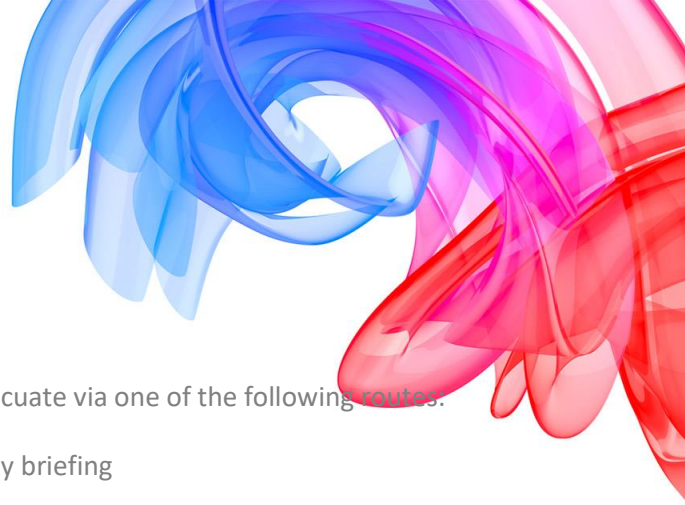
- Clothing not being revealing/embarrassing for males, females, and transgender gymnasts/coaches/judges.
- Age of gymnasts when changing, socializing etc.

The British Gymnastics Health, Safety and Welfare policy has guidance on such areas and there are a few videos/courses which may help you also:

Resource Title	Type	Link
British Gymnastics Health, Safety and Welfare policy link	Policy	<a href="https://www.british-gymnastics.org/coaching/coach-membership/health-and-safety">https://www.british-gymnastics.org/coaching/coach-membership/health-and-safety</a>
Risk assessment training for clubs	British Gymnastics eLearning course	<a href="https://www.british-gymnastics.org/courses/6342/risk-assessment-training-for-clubs">https://www.british-gymnastics.org/courses/6342/risk-assessment-training-for-clubs</a>
GDPR Data Security	British Gymnastics eLearning course	<a href="https://www.british-gymnastics.org/courses/6337/gdpr-data-security">https://www.british-gymnastics.org/courses/6337/gdpr-data-security</a>
GDPR Implementation	British Gymnastics eLearning course	<a href="https://www.british-gymnastics.org/courses/6338/gdpr-implementation">https://www.british-gymnastics.org/courses/6338/gdpr-implementation</a>
Equality and Diversity for Club – Club Management	British Gymnastics eLearning course	<a href="https://www.british-gymnastics.org/course/23827/equality-and-diversity-for-clubs-club-management?location=">https://www.british-gymnastics.org/course/23827/equality-and-diversity-for-clubs-club-management?location=</a>

### Emergencies

As part of event, everyone attending must adhere to the emergency procedures and follow the professional guidance of the competition organiser and members of staff from the venue. Below is a brief guide of the venue emergency procedures.



In the event of the emergency alarms sounding please evacuate via one of the following routes:

- These will be highlighted on the day during a safety briefing

The meeting point is within the car park (side of building)

Coaches are to ensure all their gymnasts are kept together until registered and then handed back to their responsible adult.

#### **Terms and conditions**

By entering this competition your club is agreeing to the rules, regulations, and standards within this handbook.

Failure to comply may see your club being excluded from the competition without refund.