



# **Gymnastics for All East Midlands Region Competition Handbook**

Competition organiser name: East Midland GfA Committee

**British  
Gymnastics**  
More than a sport



## About

### Host

Our aim is to provide gymnastics opportunities for all ages and abilities across the East Midlands.

The region is made up of 5 counties starting in the North with Derbyshire, then into Nottinghamshire across to Lincolnshire, then down to Leicestershire, and finally finishing with Northamptonshire in the South.

The EMGA accounts for one of the 10 regions that form the English Gymnastics Association that in turn is the regional arm of British Gymnastics. We work as one organisation to provide opportunity and development for our sport both regionally, nationally and internationally.

To help the region function we have a regional exec team consisting of a Chair, a Treasurer, Secretary and Regional Welfare officer. In conjunction with the exec there is the BG development team consisting of an Area Manager and several representatives to support clubs. The development team actively work with the regions clubs to ensure we can help our clubs and disciplines meet the demand of our customers, now and in the future.



### British Gymnastics

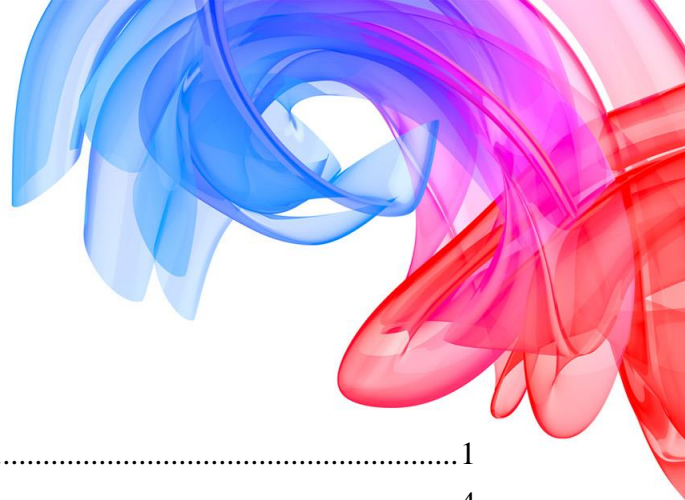
British Gymnastics is proud to be the UK Governing Body for the sport of Gymnastics. We exist to support, lead and inspire all those involved or interested in Gymnastics.

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:

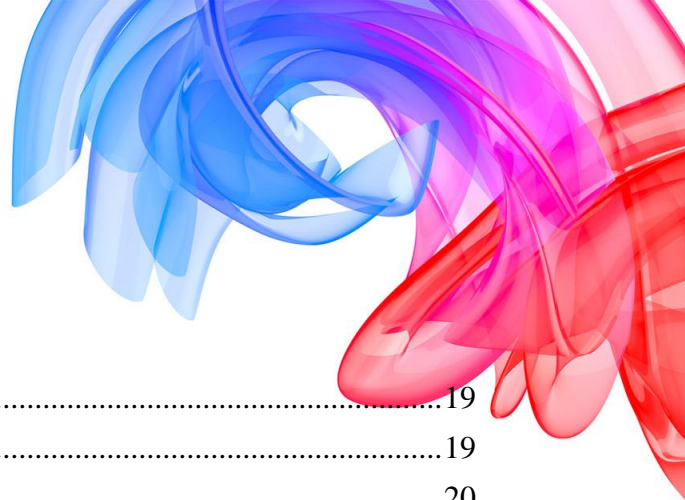
- Gymnastics is a passion shared by millions.
- To create and inspire lasting success for Gymnastics.



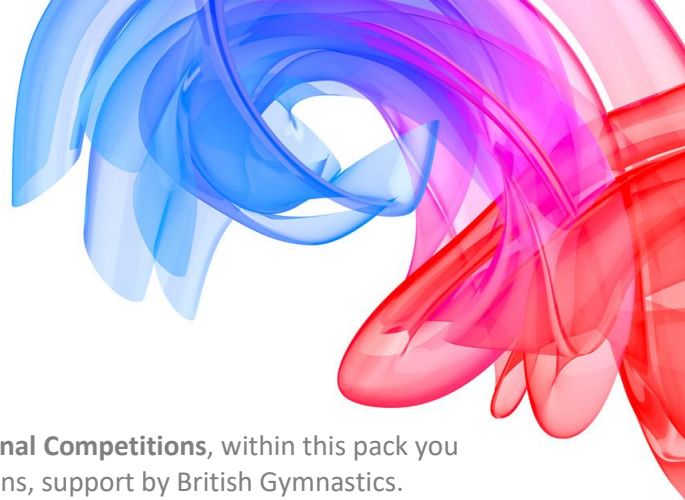


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## Competition details – Overview

Welcome to the **Gymnastics for All – East Midlands Regional Competitions**, within this pack you will find all the details to participate within our competitions, support by British Gymnastics.

The aim of these gymnastics competitions is to provide an opportunity for gymnasts across the East Midlands to participate within a fun and low-pressure competitive environment. These competitions break down the 'Key Skills' involved in General Gymnastics and builds them up towards more challenging skills which gymnasts love to do in various environments.

These competitions are linked to various disciplines but are mainly linked to the club level and county level competitions within the region.

### Who can enter?

This competition is for:

Boys and girls aged 5 years and over (see specific competition details).

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 6 years old before the 3<sup>rd</sup> March 2019 to enter 6 years category within the U8's Floor and Vault competition.

All competitions are open to all clubs who are members of the East Midlands Gymnastics Association.

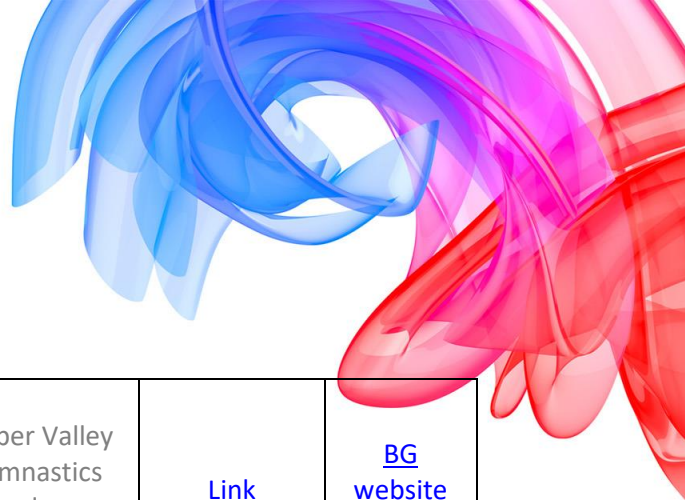
Anyone within the East Midland region can be affiliated. Contact committee for further details.

See '[Key contacts](#)' section for contact details.

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

### Dates, Competition, Level, Venue, Address

2019 competition dates	Competition	Level	Venue, Post code	Link to Google maps	BG website link
3 <sup>rd</sup> March	Floor and Vault Under 8's Years	Under 8's	Amber Valley Gymnastics Academy DE5 3SW	<a href="#">Link</a>	<a href="#">BG website link</a>



14 <sup>th</sup> April	Floor and Vault Primary 2 and 8 – 9 Years Primary 1	Primary 2 (all ages) Primary 1 (8 – 9 years)	Amber Valley Gymnastics Academy DE5 3SW	<a href="#">Link</a>	<a href="#">BG website link</a>
19 <sup>th</sup> May	Floor and Vault 10+ Years Primary 1 and 8 – 10 Years Advanced	Primary 1 (10+ years) Advanced (8 – 10 years)	Amber Valley Gymnastics Academy DE5 3SW	<a href="#">Link</a>	<a href="#">BG website link</a>
30 <sup>th</sup> June	Floor and Vault 11+ Years Advanced and Advanced Plus	Advanced (11+ years) Advanced Plus (all ages)	New College Leicester LE3 6DN	<a href="#">Link</a>	<a href="#">BG website link</a>
13 <sup>th</sup> October	Four Piece Primary 2 and 1	Primary 2 (all ages) Primary 1 (all ages)	New College Leicester LE3 6DN	<a href="#">Link</a>	<a href="#">BG website link</a>
<del>17<sup>th</sup> November</del> 10 <sup>th</sup> November	Four Piece Advanced and Advanced Plus	Advanced (all ages) Advanced Plus (all ages)	New College Leicester LE3 6DN	<a href="#">Link</a>	<a href="#">BG website link</a>

**Start time:** All competition start times are estimated to be approximately 9am.

**Estimated end time:** All competition end times are estimated to be approximately 4pm but will be specified after closure date once entries have been collated and a programme has been designed.

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

**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.

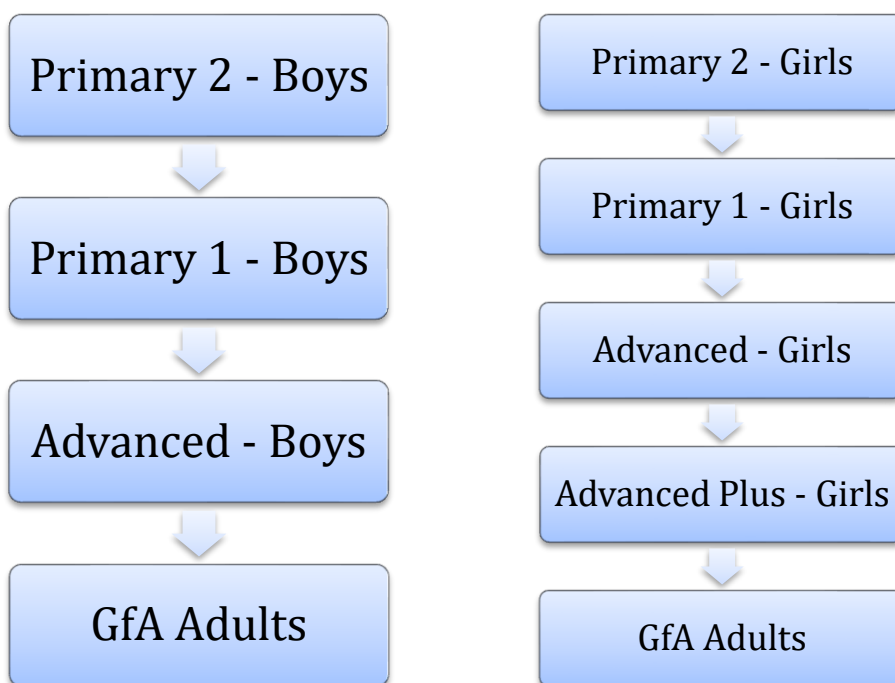
**Please note:** These are just Regional competitions being hosted by EMGC, please see [Find an Event](#) on the British Gymnastics website for further competitions at various levels.



### Type, level, and pathway

The following flow charts are simple visuals of the Gymnastics for All pathway for girls and boys and Regional level.

Each County within East Midlands will have their individual structure. Please see the [East Midlands County Association](#) web pages for contact details.



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

Each level has been designed to progress gymnasts within a Gymnastics for All environment but also to align to the British Gymnastics General Gymnastics/Gymnastics for All Educational pathway. If you have developed your gymnasts to a higher standard (which is great) then exploring other discipline competitive pathways maybe an option – Please see the [East Midlands County Association](#) web pages for discipline representative contact details.

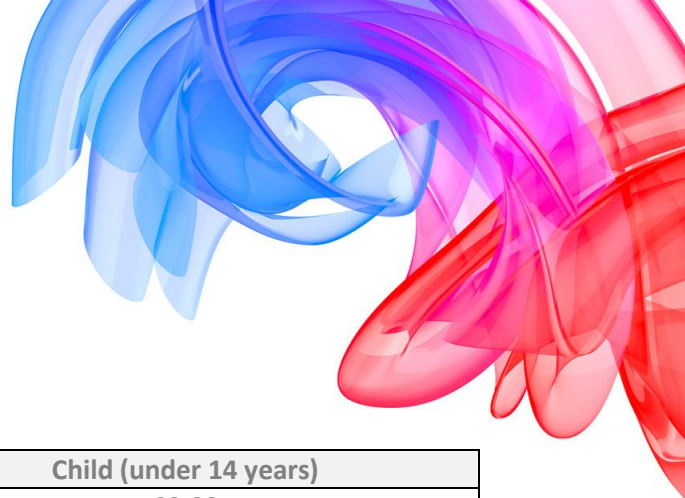
### Theme

This competition has no theme or additional (miniature) competitions involved in the day.

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

Entry costs:

Entry cost per gymnast	Late entry cost per gymnast
£10	£15



**Spectator entry fee:**

Adult	Child (under 14 years)
£4.00	£0.00
Spectator fees are paid on the day of the event, on arrival to the venue.	

**Note:** Please be aware, there is limited seating. Please speak with the competition organiser if you have a large group of spectators attending.

**Judge fees:**

No allocated judge	No show of nominated judge
No entry	£75.00

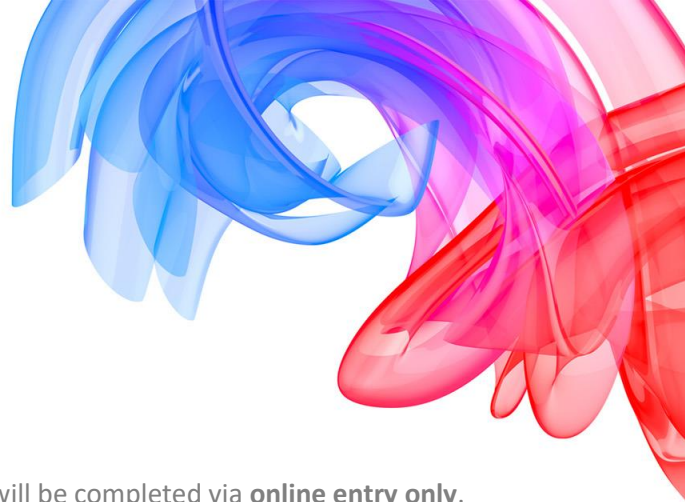
If you don't have a judge, please contact the British Gymnastics Competition Coordinator to discuss support options.

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

**Key contacts**

Role	Name	Email	Number
Chair	Alex Shaw	<a href="mailto:eastmidsgfa@gmail.com">eastmidsgfa@gmail.com</a>	N/a
Committee member	Jo Robb	<a href="mailto:eastmidsgfa@gmail.com">eastmidsgfa@gmail.com</a>	N/a
Committee member	Susannah Watts	<a href="mailto:eastmidsgfa@gmail.com">eastmidsgfa@gmail.com</a>	N/a
Committee member	Michelle Mullett	<a href="mailto:eastmidsgfa@gmail.com">eastmidsgfa@gmail.com</a>	N/a
Competition Welfare Officer	Caroline Lee	TBC	07935831957
British Gymnastics Competition Coordinator	Jack Duggan	<a href="mailto:jack.duggan@british-gymnastics.org">jack.duggan@british-gymnastics.org</a>	07584517635





## Entry details

### Method of entry

As of July 2018, the East Midlands Regional competitions will be completed via **online entry only**.

Please see the section '[Dates, Competition, Level, Venue, Address](#)' of this document for the appropriate web links to be able to start the online entry process.

**Note:** There is an online entry guide available on each competition details page for those who haven't gone through this process before or in some time previously. You can also contact the '[Key Contacts](#)' for support if you are still experiencing any technical difficulties.

### Method of payment

This is part of the online entry process and uses the British Gymnastics online payment system.

### Entry dates

Individual competition details can be found within the [Dates, Competition, Level, Venue, Address](#) section of this document.

**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 will incur an administration charge for the processing of the entry. Depending on the individual situation the entry may not be accepted.

### Changing of a gymnast involved in the competition

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.

To transfer a gymnast in this competition, please go onto your online entry to make the amends to your entry.

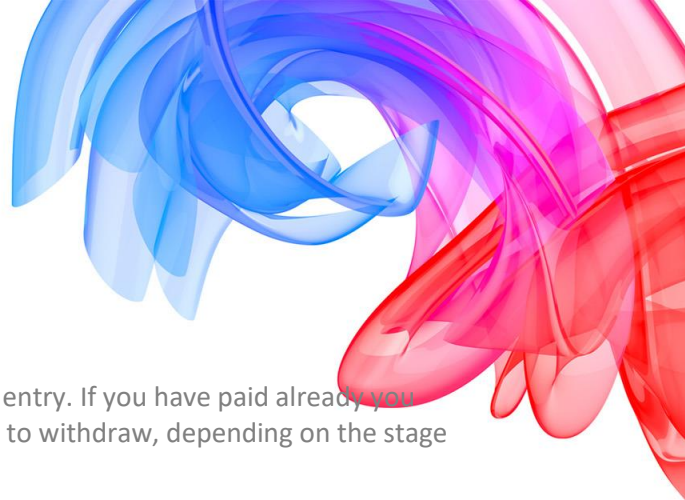
All changes must be completed prior to the entry closure date. No changes will be accepted after the closure date due to constraints within the programme organisation etc. If a gymnast becomes unable to enter the competition anymore, please see section on [Withdrawal of entry](#) for details on how to do this.

### 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

#### 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.

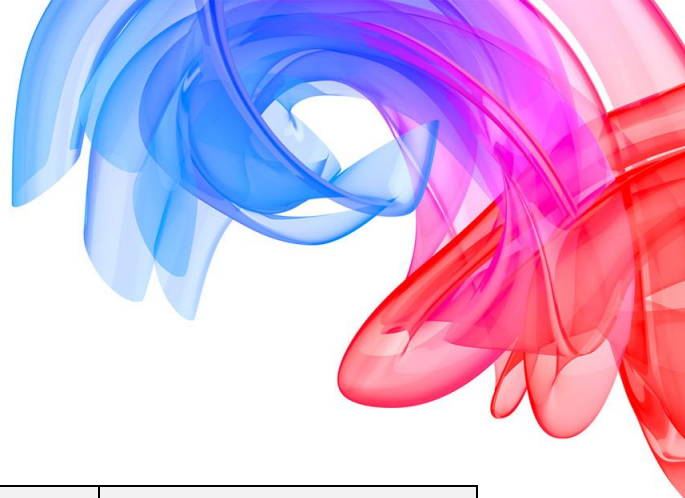
If you haven't received an email of the competition programme five days prior to the competition start date, please contact the competition organiser.

**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 after the closure date confirmed to all those involved.

Activity	Estimated time
Arrival	08:30
Registration	08:30
Coaches and judge's briefings	08:45
General warm up	08:45
Door open for spectators	08:30
Competition begins	09:00
March on and present	09:00
Rotation one	09:05
Rotation two	09:50
Rotation three	10:35
End of rotation three	10:20
Presentation	11:40
Competition ends	12:00



### Category breakdown

Within this competition the categories are as follows:

Date of competition	Competition	Categories	Ages	
3 <sup>rd</sup> March	Floor and Vault Under 8's Years	Under 8's – Boys Under 8's – Girls	5 years 6 years	7 years 8 years
14 <sup>th</sup> April	Floor and Vault Primary 2 and 8 – 9 Years Primary 1	Primary 2	8 years 9 years 10 years 11 years 12 years	13 years 14 years 15 years 16 years
		Primary 1	8 years 9 years	
19 <sup>th</sup> May	Floor and Vault 10+ Years Primary 1 and 8 – 10 Years Advanced	Primary 1	10 years 11 years 12 years 13 years	14 years 15 years 16 years
		Advanced	8 years 9 years 10 years	
30 <sup>th</sup> June	Floor and Vault 11+ Years Advanced and Advanced Plus	Advanced	11 years 12 years 13 years	14 years 15 years 16 years
		Advanced Plus	8 years 9 years 10 years 11 years 12 years	13 years 14 years 15 years 16 years
13 <sup>th</sup> October	Four Piece Primary 2 and 1	Primary 2 Primary 1	8 years 9 years	13 years 14 years
17 <sup>th</sup> November	Four Piece Advanced and Advanced Plus	Advanced Advanced Plus	10 years 11 years 12 years	15 years 16 years

#### Notes:

- Depending on the number of entries in each category after the closing date, some categories are subject to change. For example; 7 years 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 2 in each age group entered. This will be down to the discretion of the Competition Organiser, but this will be fully communicated prior to the competition date.
- The entry age for the gymnast, is the age of the gymnast on the date of the competition



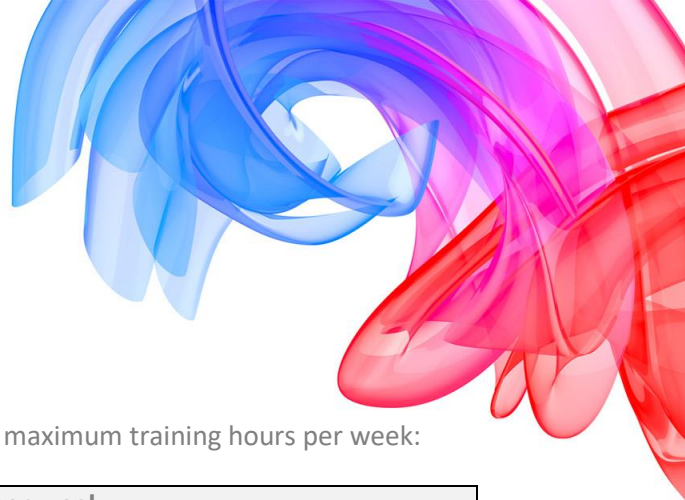
- To compete in the 6-year age category the gymnast must be 6 years old by the date of the competition  
**For example:** A gymnast needs to be 6 years old before the 3<sup>rd</sup> March 2019 to enter 6 years category within the U8's Floor and Vault competition
  - To compete in over 8 years competitions in fairness to all gymnasts, the coach and gymnast should decide at what level gymnasts compete (Primary 2, Primary 1, Advanced or Advanced Plus).
  - 8-year-old gymnasts have the choice of entering the Under 8's competition or the Primary 2 and above competitions. The coach and gymnasts are to decide this ethically.
- Disability gymnasts to enter categories to suit age and personal circumstance. If unsure, please contact the Competition Organiser who will be happy to work guide you.

#### Gymnasts that have...

- Entered Woman's Artistic Floor and Vault competitions must enter Advanced (or higher)
- Entered Woman's Artistic Floor and Vault competitions and won a medal must enter Advanced Plus
- Entered Gymnastics for All Floor and Vault competitions and won a medal must move up a level in the following year
- Entered Gymnastics for All Four Piece competitions and won a medal must move up a level in the following year
- Entered Woman's Artistic County or Regional four-piece competitions Level 5 or above or Regional/National Grades and / or Tumbling National 1 at or higher are not eligible to enter General Gymnastic competitions
- Competed at Club Grade 6 and 5 can enter
- Been a former Artistic Gymnasts wishing to compete at a lower level may do so, but must not have competed for **one year**, and enter at the Advance Levels

**Note:** The last point, is on the discretion of the coach and should not advance the gymnast beyond their level or hold the gymnast back for the success of the club. Owing to the big jump in difficulty between Primary 1 and Advance this rule does not apply.

Apart from the above restrictions, you may enter any gymnasts at any level e.g. a gymnast could enter the Floor and Vault Advanced – Girls 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.



### Training hours

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

Maximum training hours per week			
Primary 2	Primary 1	Advanced	Advanced Plus
Four	Four	Six	Six

### Rewards and gifts

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

Well done/participation certificate

As part of this competition **6<sup>th</sup> – 4<sup>th</sup> place gymnasts' in each category** will receive a:

6<sup>th</sup> – 4<sup>th</sup> place certificate  
Well done/participation certificate

As part of this competition **3<sup>rd</sup> – 2<sup>nd</sup> place gymnasts' in each category** will receive a:

Medal  
Well done/participation certificate

As part of this competition **1<sup>st</sup> place gymnast in each category** will receive a:

Trophy  
Medal  
Well done/participation certificate

As part of this competition **the overall winner (all apparatuses totalled together) of each age group** will receive a:

Trophy  
Medal  
Well done/participation certificate

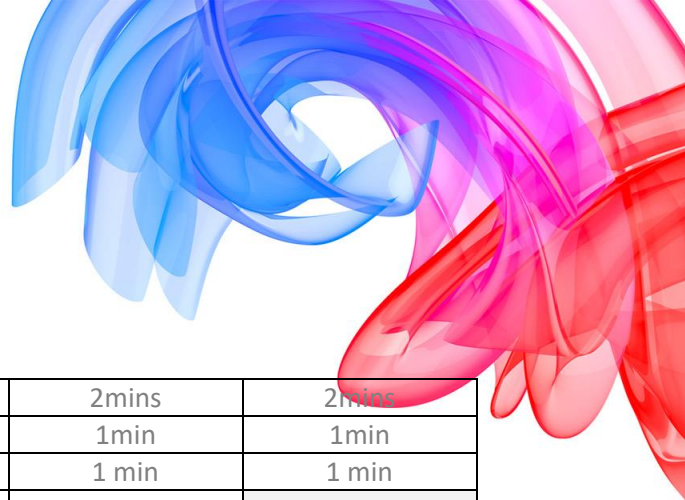
See '[Category breakdown](#)' for explanation of categories.

### 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.

Maximum warm up time – Competition/Apparatus				
	Primary 2	Primary 1	Advanced	Advanced Plus
Floor	5mins	5mins	5mins	5mins



<b>Vault</b>	2mins	2mins	2mins	2mins
<b>Beam</b>	45secs	45secs	1min	1min
<b>A bars</b>	1 min	1 min	1 min	1 min
<b>High bar</b>	1 min	1 min	1 min	
<b>P-bars</b>	1 min	1 min	1 min	

Timings subject to change at the competition organisers discretion.

### Music and PPL licence

#### Music requirements for this event

<p><b>Music is required for the following categories of this competition:</b></p>	<ul style="list-style-type: none"> <li>• <b>Advanced – Girls; Floor routine</b></li> <li>• <b>Advanced Plus – Girls; Floor routine</b></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>	Same as individual competition entry closure date
<b>Music submission method:</b>	Online submission
<b>Music format:</b>	MP4 or MP3

The music file name must include the following when submitting online:

- 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
- USB (for laptop)
- Phone/iPod etc. will also be accepted

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>

#### **Where no music is required**

Background music may be played to help create a calming atmosphere. This will be the competition organiser/venue representatives' discretion.

#### **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 performance
- During the awards ceremony (as a team)

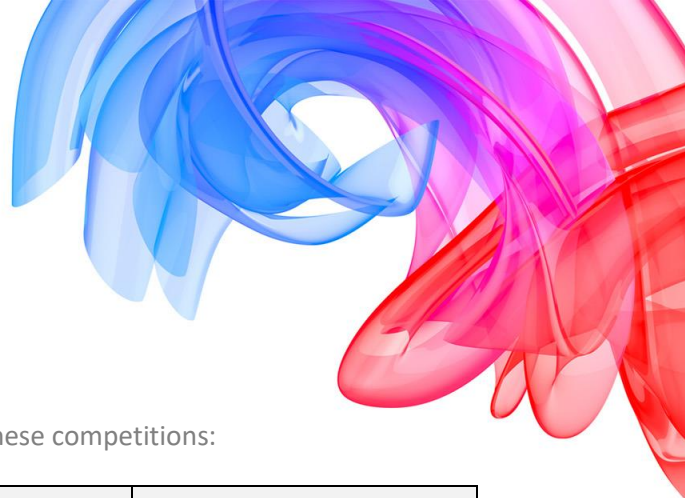
#### **Skill requirements and routines**

Skills 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)

Individual links can be found within the [Dates, Competition, Level, Venue, Address](#) section of this document.





### Apparatus

The following equipment and apparatus will be used for these competitions:

Apparatus	Manufacturer	Size, dimensions, run up, landing details	Image
Sprung floor (New College only)	GymNova	12m x 12m	
Sprung floor (Amber Valley only)	Generic	12m x 12m	
Red block (Under 8 vault)	Generic	Height 100cm	
Table vault	GymNova	Height 100 – 165cm See competition specific requirements	
Beam	GymNova	As per FIG Apparatus Norms brochure Length: 500cm Width: 10cm	
A Bars	GymNova	As per FIG Apparatus Norms brochure Height of bar: adjusted to suit gymnast Distance between bars: min 130cm – 180cm max	





P Bars	GymNova	Can be adjusted by coach to suit the gymnast	
H Bar	GymNova	Can be adjusted by coach to suit the gymnast	

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

### Deductions

You can find a guide of deductions for each competition/level/skill within the 'Skills and Tariff sheets'.

Individual links can be found within the [Dates, Competition, Level, Venue, Address](#) section of this document.

### Appealing a judge's decision

Any appeals of a judge's Difficulty Value (DV) score decision need to be given to Alex Shaw 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.

Constructive feedback can be passed to the committee via [eastmidsgfa@gmail.com](mailto:eastmidsgfa@gmail.com) within one-week post event.

### Club, school, and 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
Further details 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>			



<b>Affiliation</b>	East Midlands Region	East Midlands Region	East Midlands Region
	Further details on how to become affiliated can be found by emailing <a href="mailto:eastmidsgfa@gmail.com">eastmidsgfa@gmail.com</a>		

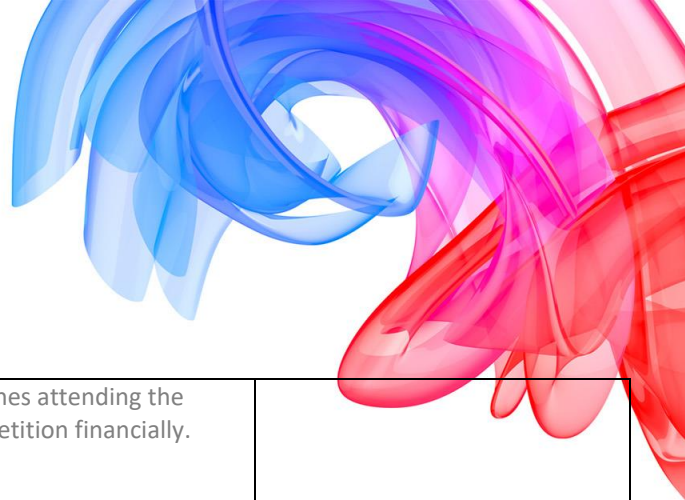
## Judge, Coach, Gymnast requirements

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 = 1 judges</p> <p>11 – 20 gymnasts = 2 judges</p> <p>No judge = no entry</p> <p>No show judge = £75.00 fee</p>	<p>Minimum = A BG Level 2 (and above) qualified coach per team</p> <p>BG Level 1 coaches can bring a team under prior agreement of another attending BG Level 2 – Prior agreement must be made aware to the Competition Organiser.</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>1 – 10 gymnasts = minimum Intro to... Judging</p> <p>11 – 20 gymnasts = minimum one must be a Club judge</p> <p><b>Note:</b> Where an Intro to... Judge is being nominated please contact the Competition Organiser</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>Coaches supervising Advanced and Advanced Plus competitions must be minimum BG Level 2 qualified and minimum BG Level 3 qualified for specific skills – see 'Skills and Tariff sheets' for further details.</p> <p>Men's Artistic (MA), Women's Artistic (WA), General Gymnastics (GG), and Team Gym (TG) coaches can supervise within Floor and Vault</p>	N/a



		<p>competitions. Only MA, WA, and GG can enter four-piece 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>	
<b>DBS</b>	Yes	Yes	N/a
<b>Safeguarding training</b>	Ideally	Yes	N/a
<b>Experience and abilities</b>	Ideally some judging experience within club and county events.	Experience within delivering/supporting all skills which gymnasts are performing.	<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>	<p>BG Bronze gymnast membership</p> <p><a href="#">British Gymnastics guidance</a></p>
<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>	<b>Judges linked/representing a club participating within the competition</b> = Expenses to be	It is the coaches' club responsibility to support the	N/a



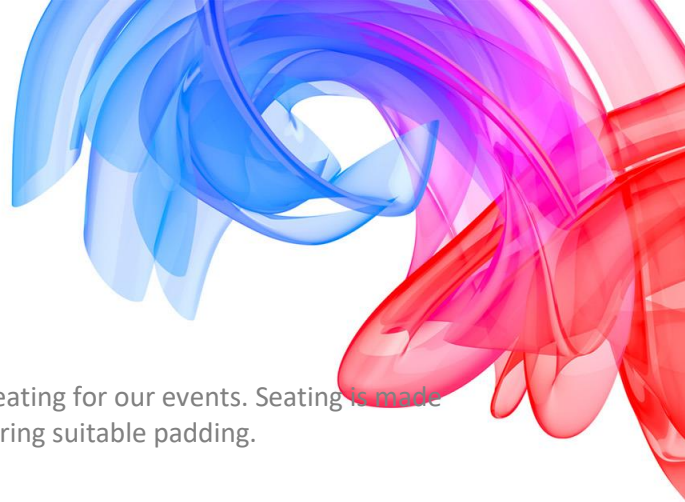
	<p>claimed from the linked club they are representing.</p> <p><b>Judges not linked/representing a club participating within the competition</b> = Travel expenses can be claimed from the Competition Organiser.</p> <p>Judges must initially be registered as a 'Supplier' with British Gymnastics – Form can be found on the BG website section – <a href="#">Clubs &gt; Volunteers &gt; Document downloads</a></p> <p>Judges can then claim by completing and returning the Volunteer Expenses claim form to the Competition Organiser – Found on the BG website section – <a href="#">Clubs &gt; Volunteers &gt; Document downloads</a></p> <p>10 working days to claim.</p>	coaches attending the competition financially.	
<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.		Clubs and coaches are responsible for organising appropriate transport to and from the event. <a href="#">British Gymnastics guidance</a>
<b>Jewellery and body adornments</b>	Please set a president for coaches, gymnasts and spectators of professionalism.	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.	<a href="#">British Gymnastics guidelines</a>
<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.

## Facilities on-site

### Spectator area and disabled access

Both New College and Amber Valley sites have disability access. If you require any specific access, please contact the Competition Organiser.



Both New College and Amber Valley sites have plenty of seating for our events. Seating is made from plastic materials, if you require a softer seat please bring suitable padding.

### Food and drink

Both New College has a café.

Amber Valley will have cold refreshment catering facilities.

### Toilet and changing facilities

Both New College and Amber Valley have baby changing facilities, changing facilities and plenty of toilets.

### On-site entertainment

Neither New College or Amber Valley have any on-site entertainment facilities apart from the sport of gymnastics. If you have small children, you may wish to bring something to keep them entertained.

We can't take responsibility for any losses or damages to personal property.

### Car parking

Both New College and Amber Valley sites have plenty of free parking on-site.

New College request you use the **South entrance car park** – Glenfield Road, Leicester, **LE3 6DN**

### 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 (you can never have enough first aiders on-site), but this isn't essential.

## Regulations

### Standardisation

Unless stated these regulations have been created to help standardise competitions within the North of the Country.

### 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>

In line with British Gymnastics Photography Regulations, photos/videos may be taken but only used for personal use and must not be shared on social media if other gymnasts are also on the video even if just in the background. Clubs need to ensure parents/carers are aware of this.

If you have any gymnasts or coaches that can't be involved in media (photographs, videos etc.) please ensure you state this against their name on the entry form.

DE Photography will attend all the competitions and photos can be purchased on the day.

At **no point** should flash photography be used as this can affect the gymnast's performances, judge's concentration and those with epilepsy.

### 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.

If there is a problem on the day of the competition, the competition will go ahead as programmed, and the problem will be addressed at a later date after the competition with the parties concerned.

The parties with the grievance will meet the committee to see if an amicable decision can be made for the good of all parties and Gymnastics for All Committee.

It will then go to a committee vote.

If no agreement can be made the Chairman will make the final and binding decision.

### 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.

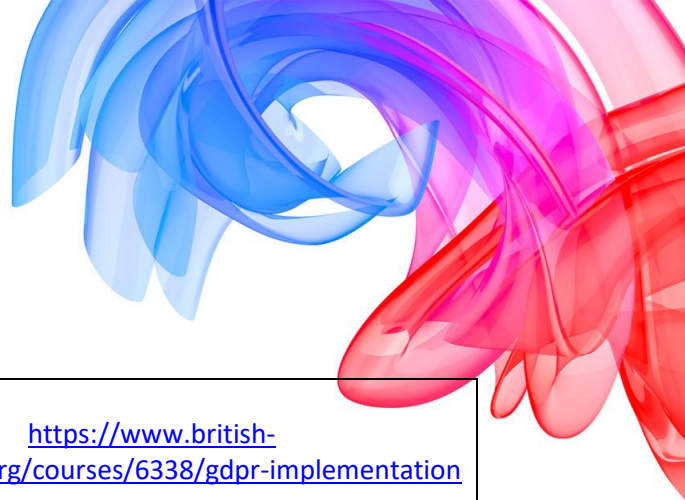
### Welfare

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.

#### At Amber Valley and New College

Coaches must remain in charge of their gymnasts, leading them out the nearest fire exit and to the appropriate meeting point (see signage in venue).

Spectators will leave via the nearest emergency exits in an event of an emergency.

Judges are to support the coaches in leaving the venue with their gymnasts but to report to the head judge once at the appropriate meeting point.

#### At New College (specifically)

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

- Spectators – Use the emergency exits at either side of the seating
- Gymnasts, coaching, and managers – Use either of the three emergency exits in the main hall
- Café – Follow the emergency exit signage to the South Entrance car park emergency exit route

Meeting point is in the South Entrance car park.

#### At Amber Valley (specifically)

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

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.