



Gymnastics for All Erewash Valley Summer Festival Information Booklet

Host club – Erewash Valley Gymnastics Club

Festival organiser name: Jack Duggan

**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

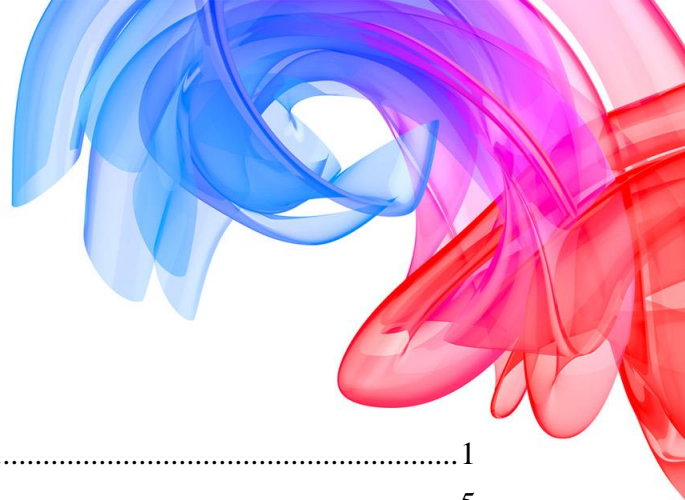
British Gymnastics is proud to be the UK Governing Body for the sport of Gymnastics. We exist to support, lead and inspire all those involved or interested in Gymnastics.

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:

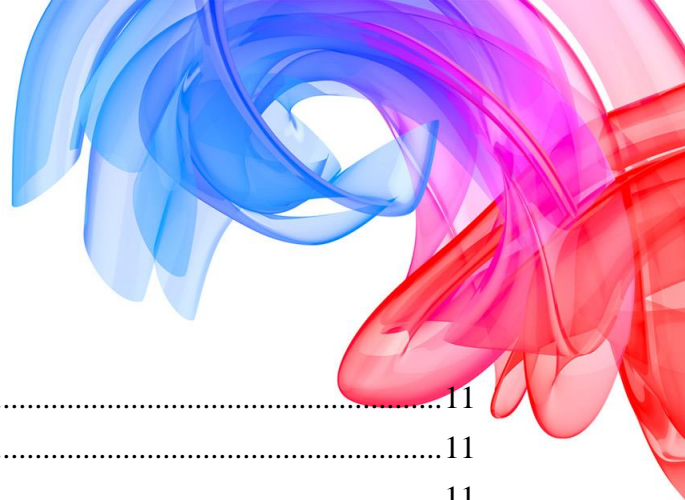
- Gymnastics is a passion shared by millions.
- To create and inspire lasting success for Gymnastics.



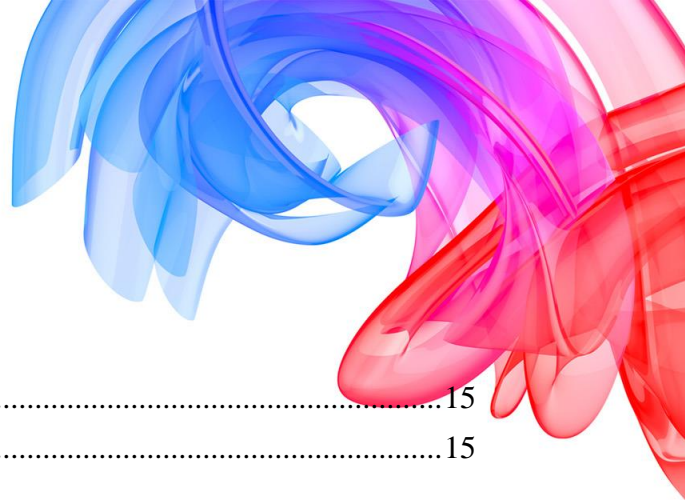


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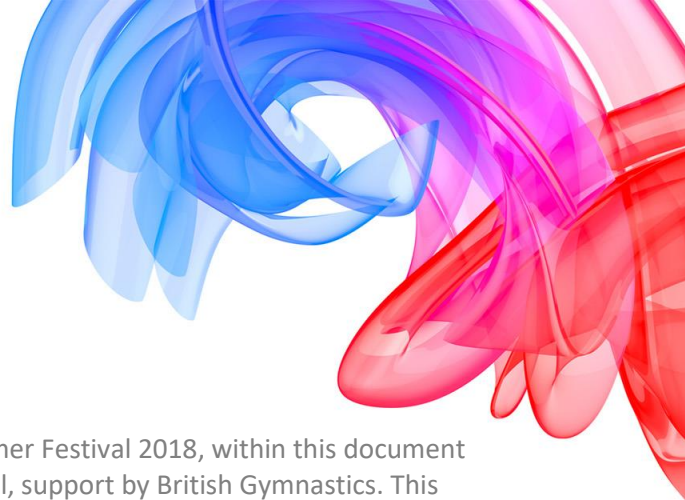


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Place of Registration England. VAT Registration No 100166672



Festival details – Overview

Welcome to the Gymnastics for All – Erewash Valley Summer Festival 2018, within this document you will find all the details to participate within our festival, support by British Gymnastics. This festival is a great place for gymnasts and clubs to show off their skills and abilities in front of an audience while in a friendly and supportive environment. Routines are designed by you, and the more creative the better.

Who can enter?

This festival is for:

~~All clubs within East Midlands regional.~~

Now open to all BG registered clubs from all over the country.

There are no restrictions on age or ability to attend this event – all are welcome.

Venue and address

Venue name: Erewash Valley Gymnastics Club – Ilkeston site

Venue address postcode: Hallam Fields 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: 14/07/2018

Registration: 14:00

Festival begins: 14:30

Estimated end time: 18:00

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 and level

Festival – This is an open event for clubs to perform and demonstrate their skills and achievements within a friendly environment.

Theme

The chosen theme for this festival is: None. You can choose your own spectacular theme.



Entry costs overview – Clubs, Gymnasts, and Spectators

Cost per gymnast: £5.00

Cost per spectator: Adults = £5.00

Child = £3.00

Family (of 4) = £15.00

Note: 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 festival organiser to discuss options.

Key contacts

Competition organiser: Jack Duggan 07584517635 jack.duggan@british-gymnastics.org

Venue contact: Megan Bramley 0115 972 6070 megan@evgc.co.uk



Entry details

Method of entry

You can enter this festival via:

- **Email entry** – Complete the electronic entry form and return it to jack.duggan@british-gymnastics.org

Method of payment

BACs transfer:	
Name:	Erewash Valley Gymnastics Club
Account number:	07951892
Sort code:	60-13-23
Reference:	Name of club and festival

Please email the festival organiser for address details if you wish to pay by cheque.

Entry dates

Entry opening date: 29/03/2018

Entry closure date: 01/07/2018

Note: The festival organiser holds the right to close the entry period early. For example: If the maximum entries have been reached.

Late entries

Entries after the closure date will not be accepted and may incur an administration charge for the refund process.

Changing of a gymnast involved in the festival

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

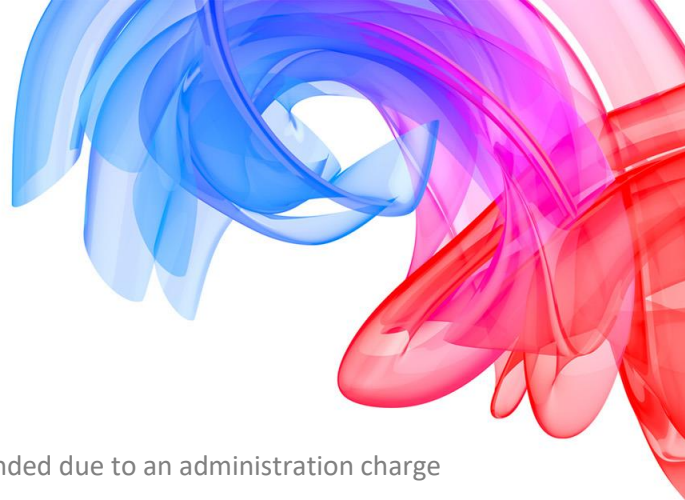
To transfer a gymnast in this festival, please complete and return the 'Transfer of gymnast' form to jack.duggan@british-gymnastics.org. This will help keep track and amendments of the running order.

Withdrawal of entry

If you require to withdraw a team, please complete and return the 'Withdrawal of gymnast/club' form to jack.duggan@british-gymnastics.org. This will help keep track and amendments of the running order.

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If the withdrawal is:

- **After the closure date** – A partial fee may be refunded due to an administration charge for the refund process.
- **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 from the competition organiser.

Please see entry form for details required to enter teams/gymnasts.

Structure and programme

Confirmation of programme

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

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

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

Part of the entry form requires you to state the experience of the team within festivals previously. This is to allow a strategic programme creation to maximise the entertainment of the event. If you wish to be placed in a specific time slot please state within your entry (we shall try to accommodate all entries as much as possible but can't guarantee specific timings).

Pre-planned structure of the festival

Below is a pre-planned structure which will be adapted (after the closure date) to suit the number of entries.

Activity	Estimated time
Arrival	14:00
Registration	14:00
General warm up	14:15
Door open for spectators	14:00
Festival begins	14:30
Festival ends	18:00



Rewards and gifts

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

Erewash Valley Gymnastic Club water bottle

Participation certificate

Performance details

Warm up

There is a warm up hall for the gymnasts. The programme will include a general warm up at the start of the festival but also per performance.

There shall be approximately five minutes per performance. Timings subject to change at the festival organisers discretion.

Music and PPL licence

Please ensure that part of your entry will require your music to be submitted. You can email your music to the festival organiser or submit it as part of your online entry.

Please ensure you bring a copy of your music on the day.

If possible, have your music converted into a mp4 format to ensure it will play on all mediums.

Music will be played via Erewash Valley Gymnastics Club's music system.

Please ensure you are aware of the stipulations placed on the event by PPL. Ensure you have checked whether your music is eligible – This can be done online through www.ppluk.com

Performance slots

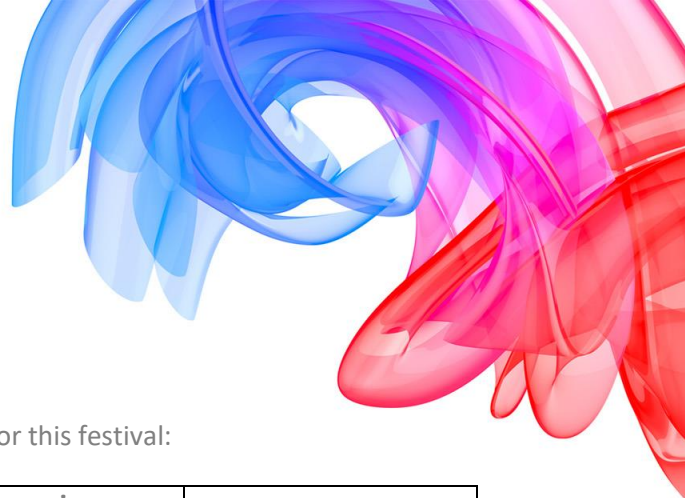
Performance slots are a maximum of 6 minutes.

If you require a longer time slot, please contact the festival organiser.

Skill requirements and routines

The only restrictions on skills that can be performed are those which the supervising coach can deliver as part of their British Gymnastics qualification.

It is recommended that gymnasts are competent to perform the skills and don't try to 'throw' the skills on the day. We would like to reduce the risk of injuries where possible.



Apparatus

The following equipment and apparatus will be available for this festival:

Apparatus	Manufacturer	Size, dimensions, run up, landing details	Image
Sprung floor	Contact venue for further details	10m x 12m	Contact venue for further details
Springboards	Contact venue for further details	Contact venue for further details	Contact venue for further details
Blocks (plenty of these)	Contact venue for further details	Contact venue for further details	Contact venue for further details
Safety mats (plenty of these)	Contact venue for further details	Contact venue for further details	Contact venue for further details

If you have any specific questions regarding the apparatus, please contact the venue representative.

If you have any specific equipment that you would like to bring and requires access details, please contact the venue directly.

Coaches for each team will be required to support the erecting and dismantling of equipment/apparatus for their teams' performance. Each team will get time before and after to do this.

Other key information

Erewash Valley also have access to special lighting and smoke machines. If you require these please contact Megan (venue contact) for further details.

Club, school, and leisure centre requirements

Club membership requirements

Current British Gymnastics affiliation is required.

Further details can be found on the British Gymnastics website - <https://www.british-gymnastics.org/clubs/club-membership/fees>

School membership requirements

Must be a registered/affiliated British Gymnastics club.

Further details can be found on the British Gymnastics website - <https://www.british-gymnastics.org/clubs/club-membership/fees>

Leisure centre membership requirements

Must be a registered/affiliated British Gymnastics club.



Further details can be found on the British Gymnastics website - <https://www.british-gymnastics.org/clubs/club-membership/fees>

Additional requirements

If any coaches or gymnasts have any additional requirements to support their time during the festival e.g. they have a disability that requires additional support or consideration by the festival organiser. Please complete the 'Additional support' form.

Coach requirements

Coaches required per team

A British Gymnastics Level 2 (and above) qualified coach can take team of gymnasts into the performance area.

A nominated level 2 coach can supervise a British Gymnastics Level 1 coach with their own team of gymnasts in the performance area – Prior agreement must be gained.

All gymnasts can only perform skills that their nominated supervising coach is suitably qualified to coach.

Qualification requirements

Appropriate British Gymnastics qualifications must be held to deliver the appropriate skills.

A current DBS must be held.

A current recognised Safeguarding Certificate must be held.

Payment

It is the coaches' club responsibility to support the coaches attending the festival financially.

Attire

Suitable (identifiable) coaching attire e.g. club tracksuit or sweatshirt / polo top etc.

If attire isn't suitable for coaching, the festival organiser holds the right to step into the performance area.

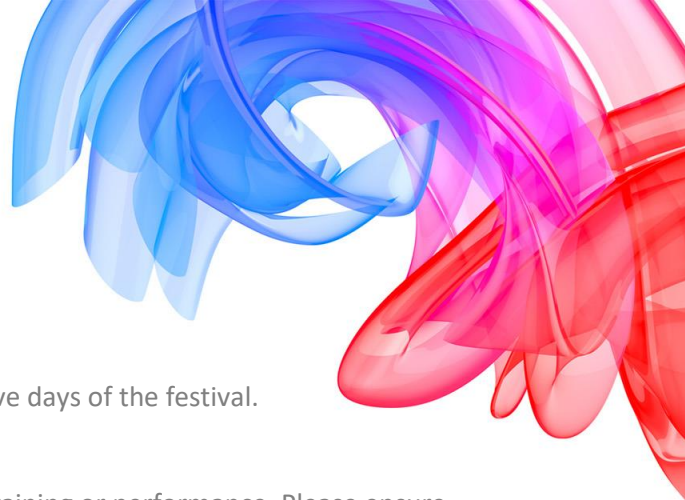
Membership requirements

Current British Gymnastics coaching membership is required.

Further details can be found on the British Gymnastics website - <https://www.british-gymnastics.org/coaching/coach-membership/fees>

Travel arrangements

Coaches are required to organise their own method of transport to and from the festival at the appropriate times.



Timings will be provided by the festival organiser within five days of the festival.

Jewellery and body adornments

British Gymnastics has a strict no jewellery policy during training or performance. Please ensure all piercings and body adornments are removed prior to the festival.

See British Gymnastics guidelines for further details - <https://www.british-gymnastics.org/coaching/coach-membership/health-and-safety>

Additional requirements

If any coaches have any additional requirements to support their time during the festival e.g. they have a disability that requires additional support or consideration by the festival organiser. Please complete the 'Additional support' form for everyone requiring additional support.

Gymnast requirements

Experience and abilities

For everyone's safety, all gymnasts must be suitably experienced to perform their chosen skills and routines and must have completed the skill in their own coaching environment to a point of competency.

For example; it can't be the first time they have completed the skill. It may be the first time they have performed the skill to an audience of size.

Membership requirements

Bronze British Gymnastics membership is required.

Further details can be found on the British Gymnastics website - <https://www.british-gymnastics.org/coaching/coach-membership/fees>

This applies to all gymnasts no matter if from a club, leisure centre, or school environment.

Attire

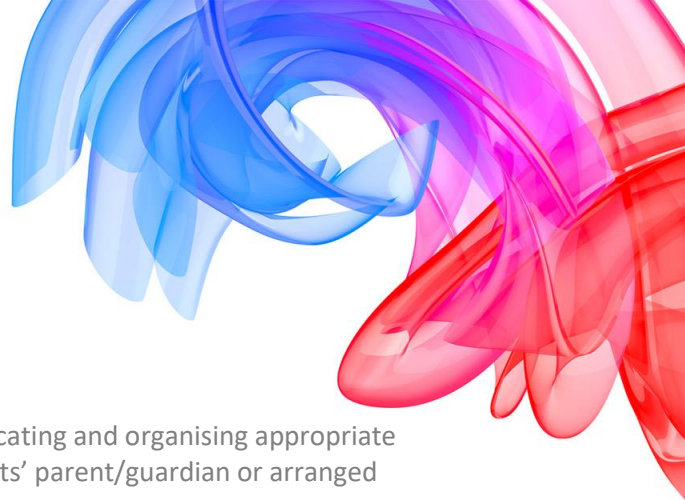
This will be suitable and spectacular for the individual/team's performance.

Please be aware the skills they are performing and the risks involved with baggy, loose, non-attached clothing. We would like to ensure a fun, entertaining but safe festival.

Number of gymnasts per performance

There is a maximum of 25 gymnasts per team. There is no minimum, solos are welcomed.

BG coach ratios should always be covered to maintain insurance.



Travel arrangements

Individual clubs and coaches are responsible for communicating and organising appropriate transport to and from the festival. This may be the gymnasts' parent/guardian or arranged transport.

See British Gymnastics guidelines for further details - <https://www.british-gymnastics.org/coaching/coach-membership/safeguarding-and-compliance>

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Additional requirements

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Facilities on-site

Disabled access

Erewash Valley has disability access including ramps, double doors, widened doors etc. If you require specific access please contact Megan at the venue.

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.

Spectator area

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 Megan for further details/to arrange specific seating requirements.

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 festival organiser to discuss options.



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 festival – This person will be highlighted during the coaches' briefings.

A trained First Aider will be present throughout the festival – This person will be highlighted during the coaches' 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 festival within the North of the Country.

Etiquette

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

Photography

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.

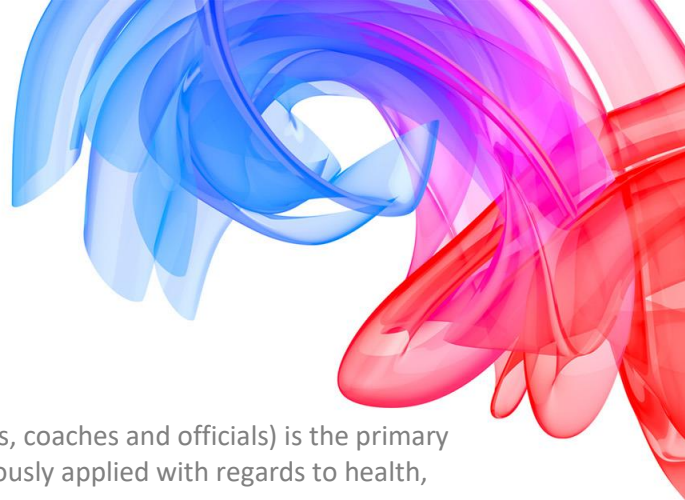
At **no point** should flash photography be used as this can affect the gymnast's performances and those with epilepsy.

Further details on British Gymnastics photography policy can be found - <https://www.british-gymnastics.org/documents/footer-menu-items/british-gymnastics/3276-photography-policy/file>

Erewash will not be filming or photographing for the whole event, so may wish to bring your own photographic/video methods.

Complaints and grievances

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



Health and safety

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

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

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

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.

If the fire alarm sounds please follow instructions from a member of staff from Erewash Valley Gymnastics Club. Always keep your gymnasts with you so they are accounted for (unless instructed otherwise).

Meeting points can be found in the car park.

There are no planned drills on the date of this event.

Terms and conditions

By entering this festival your club is agreeing to the rules, regulations, and standards within this information pack.

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