



Hull & East Riding
Gymnastics Development Group

FESTIVAL INFORMATION

Sunday 2nd December 2018

The Tiger's Trust Arena, Walton Street, Hull. HU3 6GA

Theme: **THE 1980'S**

Thank you for expressing an interest in the Hull and East Riding Gymnastics Development Group's Festival on **the 2nd December at the Tiger's Trust Arena**, West Park, Walton Street, Hull. HU3 6GA. We look forward to seeing you there!

Initial information for the event is below and the entry form is attached. A time table will be sent out after entries are confirmed. Any queries email johanna.billingsley@gmail.com

Please complete the entry form and return it by **Saturday 20thOctober**.

TOMBOLA DONATIONS

Please can each club bring at least one donation for the tombola.

ENTRY FEES

Entry will be £5.00 per gymnast and all payments must accompany the entry form or be posted or paid by BACS at the same time. Preschool entrants accompanied by a parent/carer only pay one entry per adult/child pair.

The number of gymnasts you enter on your entry form, is the number that **MUST** be paid for, whether or not they actually attend. (See Withdrawals and Substitutions further down.)

SPECTATORS

Please put the estimated number of spectator tickets your Club would like to sell to the gymnasts' families and friends on the entry form. There is no limit on numbers.

You will be able to return unsold tickets or ask for more – allowing time for postage.

On receipt of your entry forms, tickets will be posted to your Club to sell, so ensure the correct address for this is entered on the entry form.

Ticket sales money must be brought and paid to us on the day (cash or cheque) or paid directly by BACS.

Spectator tickets will be £3 bought at your club and £5 on the door at the event.

Under 5's are FREE, but all other children need a ticket.

If anyone requires a downstairs ticket please note this on the form. There is a lift to the balcony area but the seating is stepped. Anyone with mobility difficulties or who uses a wheelchair will need downstairs seating.

WELFARE

If any club is willing to bring their Welfare Officer along to the event please let me know as soon as possible.

We would like 2 WO's for the event, from any participating Club, but they will be overseeing the whole event, not just their own Club.

COACHES

You must ensure that you have sufficient coaches for the number of gymnasts in each team.

Coaches must hold BG qualifications to the level required by their gymnasts' skills (minimum 1 x L2 coach for each Club).

Level 2 and above coaches may supervise more than one team as long as there are sufficient Level 1 or parent helpers (see below) to supervise gymnasts when they are not performing.

Coaches entered on your entry forms must be those who will actually attend the event, unless a change has been notified to the Festival organisers, (see Withdrawals and Substitutions).

Coaches should wear appropriate coaching clothing with hair tied back and no jewellery permitted.

PARENT HELPERS

Parent Helpers with roles such as doing hair/ costume/ make up may assist gymnasts in the changing rooms prior to the start of the festival. They should hold a ticket and sit in the audience when they have finished their duties.

Parent Helpers who are attending as chaperones, who will be present on the performance area, **MUST** be DBS checked and have attended a Safeguarding and Protecting Children course.

It is each Club's responsibility to ensure that the staff attending this event are suitably qualified for their role. Any Club attending with insufficient coaches/staff will NOT be permitted to perform.

PHOTOGRAPHY

Entering the Festival implies consent to photography within British Gymnastics' guidelines.

An official event photographer will be present and photographs will be available to purchase after the event.

Will Clubs please remind all accompanying family members and friends of BG policy in relation to film and photography, particularly in relation to social media.

Flash may not be used at any time.

CAFÉ

There is a café at the Arena selling a limited line of refreshments. If gymnasts bring pack up it must stay in their changing room. Food must not be brought into the performance area.

GYMNASTS

All gymnasts must be members of British Gymnastics or be from a BG partner school or Leisure Centre. Make sure each gymnast has a pair of shoes (preferably that are easy to put on quickly), a tracksuit or similar and a still drink with them in the performance hall. All other belongings MUST be left in the club's allocated changing room so please do not bring valuable items. Gymnasts should wear shoes at all times when not on the floor area, and especially to the toilets and café area. Although gymnasts may wear costumes, these must be safe for the skills they are performing. Long hair must be tied up and all jewellery removed. Each gymnast will receive an event medal and certificate.

CHANGING ROOMS

The festival will have sole use of the building and each club will be allocated a changing room probably sharing with another club. Only gymnasts, coaches and designated adult helpers are permitted in the changing rooms.

MUSIC

The title and artist for your music must be included on the entry form.

Music by Andrew Lloyd Weber, Cirque de Soleil and Disney must not be used.

Any Club found to be using such music will have to perform their routine without music so please check your selection carefully.

Music can be brought on CD or MP3, clearly labelled and given to the music steward. A back up copy is a good precaution.

Performances should be between 3 and 6 minutes long.

LATE ENTRIES

Late entries will only be considered in exceptional circumstances and in any event only up to 7 days past the entry deadline.

Late entries must be sent to the event organiser who will have absolute discretion as to whether to accept a late entry.

WITHDRAWALS AND SUBSTITUTIONS

Amendments to an entry **before the closing date** will not incur a penalty and in the case of withdrawals, the entry fee will be refunded.

After the closing date entry fees are not refundable.

If a club wishes to make a substitution (due to the unforeseen withdrawal of a participant) the request must be made to the event organiser as soon as possible. Substitutions will not incur a fee.

If it is necessary to substitute a coach, the club must inform the event organiser as soon as possible and the Club must ensure that the substituted coach is suitably qualified.

Where, through unforeseen circumstances, advance notification is not possible, the substitute coach must inform the event organiser immediately on arrival at the venue and produce their coaching award certificate, current BG membership card and a current BG specific DBS certificate and Safeguarding award certificate.

CONTACT AND BANK DETAILS

Event Organiser: The Hull & East Riding Gymnastics Development Group c/o Johanna Billingsley, 2, Trinity Grove, Ella Street, Hull. HU5 3BB.

Email entries, queries and offers of Welfare Officers to: johanna.billingsley@gmail.com

Postal address: 2, Trinity Grove, Ella Street, Hull. HU5 3BB

Phone: 01482 325847

On the day: 07887723390 or venue phone: 01482 358371

Bank details: Yorkshire Bank Sort Code: 05-05-25 Account no. 70731584 Reference: Club name

Cheques payable to: Hull & East Riding Gymnastics Development Group

WE LOOK FORWARD TO WELCOMING YOU TO HULL!