



Team Leader Handbook

EuroGym & European Gym for Life Challenge 2024
'Midsummer Madness'
BODO, Norway





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Section One | Introduction to EuroGym and European Gym For Life

Welcome to your Team Leader Handbook, which contains useful information about EuroGym and European Gym For Life (EGFL) and your week of Gymnastics. The slogan for this event is 'Midsummer Madness'. British Gymnastics is here to support you and your team to ensure that you get the most out of the EuroGym experience.

This document includes event information, organisational logistics and a provisional timeline for key dates in the lead up to the event.

EuroGym is the biggest European gymnastics event for teenagers. The event will take place from **14th July to 19th July 2024**. All participants and coaches must be British Gymnastics members to take part and registration is completed through British Gymnastics.

European Gym for Life Challenge (EGFL) takes place prior to EuroGym, from **11th July to 14th July 2024**. It is an opportunity for teams to have their performance evaluated by an expert panel. Although the events run consecutively, you do not need to participate in EGFL as well as EuroGym, and the option to participate in EGFL is available on event registration.

Participants attending EuroGym should be from **12 years old to 18 years old**. There is an opportunity for participants in the group to be 10 or 11 years old or 19 or 20 years old, however this is dependent on the size of your team; further details are available in section seven of this document - registration. The numbers will be checked by the Local Organising Committee (LOC) at the time of registration. A copy of all participant's passports may be asked for at registration, so please be prepared for this.

Helpful Websites

Further information can also be found via British Gymnastics website and EuroGym website.

- [Eurogym and European Gym for Life Challenge 2024 – Welcome to Bodø, Norway \(eurogym2024.com\)](https://eurogym2024.com)

For EuroGym and EGFL specific enquiries please email:

- communitydepartment@british-gymnastics.org

Section Two | The Event Programme

European Gym for Life Challenge (EGFL)

This is an opportunity for teams to have their performance evaluated by an expert panel. The evaluation is based upon several criteria, including: entertainment, innovation, originality, technique, quality, safety and variety.

- Location: BODØ, Norway
- Dates: 11th - 14th July 2022

Key Considerations:

- Teams must have a minimum of six participants
- All participants must be aged 12 years or older

EuroGym

This is all about gymnastics, fun and making new friends, and there will be lots of opportunities for you to network and meet a lot of different people from all over Europe.

- Location: BODØ, Norway
- Dates: 14th - 19th July 2022

Key Considerations:

- Teams must have a minimum of six participants
- All participants must be between the ages of 12–18 years

The week will be filled up with the following events:

- Opening Ceremony & Parade
- Group performances
- Workshops
- Educational Forum
- Cultural Activities and Excursions (at a additional cost)
- Gala & Closing Ceremony

The provisional programme is shown on the following page:

EuroGym and EFGL overall programme (This may be altered closer to the date, but we will inform you of any changes)



EuroGym -

July 14th	July 15th	July 16th	July 17th	July 18th	July 19th
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Morning 7 - 12 am					
Arrival	Breakfast at schools	Breakfast at schools	Breakfast at schools	Breakfast at schools	Breakfast at schools
	HOD-meeting	HOD-meeting	HOD-meeting	HOD-meeting	Departure
	Workshops	Workshops	Workshops	Workshops	
Lunch	Lunch	Lunch	Lunch	Lunch	
Afternoon 12 - 6 pm					
HOD and group leaders meeting/ Gala meeting	City performances	City performances	City performances	EG Gala rehearsal	
Dinner	Dinner	Dinner	Dinner	Dinner	
Evening 6 - 10 pm					
Parade and Opening ceremony		Educational forum		EG Gala and Closing Ceremony	
Fun-Zone	Fun-Zone	Fun-Zone	Fun-Zone	Farewell party	
Midnight 10 pm - 2 am					
		Midnightsun adventure			



European Gym for Life -

July 11th	July 12th	July 13th	July 14th
Thursday	Friday	Saturday	Sunday
Morning 7 - 12 am			
	Breakfast at schools	Breakfast at schools	Breakfast at schools
Arrival	Rehearsal	European Gym for Life Challenge	Departure
	Lunch	Lunch	
Afternoon 12 - 6 pm			
	Rehearsal	European Gym for Life Challenge	
	Dinner	Dinner	
Evening 6 - 10 pm			
HOD and group leaders/ coaches meeting		Fun-Zone	

Section Three | Venues

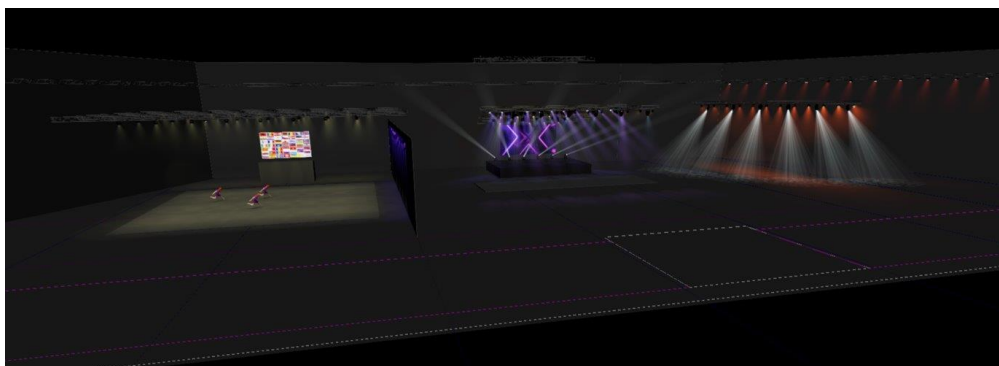
EGFL, City Performances and EuroGym Gala

Location Bodohallen



EuroGym Opening/Closing Ceremony & Parade and City Performances

Location: Nordlanshallen



British Gymnastics

Main venue and City Performances

Location: Stormen Concert Hall





Parade

Participants from all international delegations will meet outside of Nordlanshallen (confirmation of this will be provided prior to the parade) – All participants will march on, as instructed on the day, wearing their GBR kit. The weather in Norway can be unpredictable, so please be prepared.

A host will welcome every participant and present the opening ceremony produced by the LOC.

Group Performances

Each Group will present their performance **twice** during the week. Stage performances **cannot be longer than 6 minutes** including preparation of the stage and marching in and out.

Location Bodohallen, Nordlandshallen, Stormen Concert Hall (floor guidelines will be provided prior to the event)

Dates 15th, 16th, 17th July

Time Throughout the Afternoon

The Closing Ceremony and Gala

The show will be put together as one event, with the Gala show first, and followed by the Closing Ceremony.

The performances in the Gala are decided upon by the European Gymnastics GFA Technical Committee. Each performance is no more than 3 minutes long and should focus on focus on creativity, entertainment, and the “wow”-factor. If your team would like to be considered, please contact us by **17th November**, and we will share the relevant details and application form.

Workshops

In BODO, there are a lot of different facilities for different workshops that will be both indoor and outdoor. On the registration form, you will have the opportunity to select a maximum of six workshops. Each team is guaranteed to be given one of the workshops they have selected and will be allocated four workshops. From experience at previous events, some workshops have not run due to low numbers or limited capacity. Unfortunately, we cannot control which workshops are allocated to you, or change them once they have been set.

On the following page is a table detailing examples of workshops that are planned:



Indoor Workshops		
Artistic Gymnastics	Olympic Weightlifting	Floorball
TeamGym	Badminton	Yoga
Acrobatics	Climbing	Aerobics
Cheerleading	Bumper ball	Bowling
Rhythmic Gymnastics	Table Tennis	Squash
Swimming	Taekwondo-do	Cage ball
HipHop	Judo	CrossFIT
Zumba	Wrestling	
Modern Dance	Tennis	
Swing Dance	Boxing	
Outdoor Workshops		
Volleyball	Downhill Biking	Caving
Skateboarding	Bow and Arrow	CrossFIT
Golf	Basketball	City Orienteering
Fishing	Climbing	
Snorkelling	Clay Pigeon Shooting	
Kayaking	Athletics	
Hiking	Bike Orienteering	
Frisbee golf	Outdoor Strength Training	
Parkour	Canoeing	
Stand up Paddleboarding	Obstacle Trail	



Fun Zones

During the event, there will be 'Fun Zones' that have been developed by Young Leaders for participants to use and attend if they wish to do so:

- Chill zones
- Norwegian corner
- Photo walls
- Themed party nights (themes to be confirmed)
- Mega games (to be confirmed)

Educational Forum

At EuroGym 2024 as well as a Fun Zone for the younger participants, there will be an Educational Forum for coaches. The focus will be on choreography. There will be a variety of information and support tools for coaches, volunteers, young leaders, family and friends to increase their knowledge and confidence on this area.

Session time: Tuesday 15th July PM

Venue: Bodohallen

While gymnasts are in the fun zone, coaches and leaders will be able to attend the Education Forum next door.



Cultural Activities and Excursions

BODO, Norway. The city is located North of the Arctic Circle which means you will be experiencing the 'Midnight Sun' where the sun never sets and is light all day long.

There will be a range of excursions available to book onto, at additional costs. Further details of these will be shared closer to the event.

Section Four | Trip Information

Accommodation

Every participant will be allocated accommodation in a school near the heart of the festival. The LOC are aiming for most of the schools to be in walking distance from the city centre of BODO. Even though Norway is a very safe country, all the schools will have 24-hour security. Schools will be cleaned every day.

All participants must bring their own sleeping (inflatable) mattress and sleeping bag. The mattress must be a single mattress, unfortunately no double mattresses will be allowed in the accommodation as they pose a fire risk, blocking escape routes. Please ensure you communicate this to all participants and parents/carers as the fire department will do checks on all accommodation. Participants cannot share a double mattress. At an additional cost to the participant, mattresses can be purchased if required.

British Gymnastics will allocate accommodation to all teams once final registration has been completed and we have been given our allowance of school rooms. Wherever possible we endeavour to keep teams together. Sometimes our room allocations mean that teams can be split over different classrooms however we will consult with you beforehand to make this as manageable as possible. We also must ensure that we are all compliant with the British Gymnastics policies and procedures for Safe Trips and Safe Environments and this will all be considered in the room allocations. It is not good practice for anyone over the age of 18 to share a room with anyone under the age of 16. Members of staff such as coaches, judges, adult helpers/volunteers must not share with gymnasts. This is only acceptable if the member of staff is the parent or registered carer of the gymnast. Once room allocations are given, we will work with you to allocate gymnasts to rooms, based on your knowledge of friendship groups, levels of responsibility and age. This is usually considered a month before the event.

It is forbidden to consume alcohol in the schools. According to the Norwegian law, the drinking age is 18 years. Not following the law will have severe consequences. A Participant's accreditation card will be withdrawn, the Participant will be no longer be able to stay in Norway, and you will be responsible for arranging and having to pay for the first available flight home.

Catering

Breakfast will be served within the school we are allocated.

Lunch and dinner will be served in Bankgata Flerbrukshall and BODO VGS (high schools).

We are aware that you may have some gymnasts with allergies in your group. Although the organisers will do their best to cater for allergies, they cannot guarantee that this will be possible on all occasions and for all meals. To help us, and the organisers, please let us know as soon as possible about any participants with allergies, and the specifics of these. We will communicate with the LOC to understand what options are available to these participants, however, please discuss this with any gymnasts and parents/carers at time of registration, to ensure they understand that not all food allergies or intolerances may be catered for.

Travel

Travel to BODO, Norway is not included within the British Gymnastics Package for EGFL and/or EuroGym, and therefore it is up to each team to make their own arrangements to arrive on the designated arrival day and depart on the departure day.

- For teams entering EGFL, the arrival date is Thursday 11th July 2024
- For teams entering EuroGym, the arrival date is Saturday 13th & Sunday 14th July 2024 (please note that the opening ceremony and parade will take place on Sunday 14th July, so it is recommended for you to arrive on Saturday 13th if possible)
- Departure date for all teams is Friday 19th July 2024. It is possible for you to extend your trip and stay longer if you would like to do more sightseeing and travel, however this must be done at your own costs and with your own arrangements made.

From the UK, there is no direct flight to BODO. We suggest that flights are booked from the UK to OSLO. From OSLO you will need a connecting flight to BODO. This method of transport will be the most cost and time effective way to arrive. Please consider sufficient time between the connecting flights. Passport control times are significantly longer for non-EU citizens.

BODO Airport is roughly 2KM / 10–15-minute walk to the city centre. Alternatively, there will be a shuttle service available at an additional cost to transfer you from BODO Airport to the allocated accommodation. When you arrive at the accommodation, you will be greeted by a member of the British Gymnastics support team.

Important note: If you are a Scottish member and taking your gymnasts away on a trip either within the UK or abroad, you will need to complete a travel permit, found in the Scottish Gymnastics member's area [Travel Permits - Scottish Gymnastics](#) at least four weeks before you go, and also have adequate travel insurance in place. Scottish Gymnastics membership insurance covers you and your gymnasts at the event, but it does not provide any cover for medical expenses, loss of luggage or travel delays.

Transport around BODO

BODO is a compact city, most of the venues for World Gym for Life and EuroGym are within walking distance from the city centre. Transport between schools, venues and workshops during the event are included with your accreditation.

Insurance and Welfare

It is each participant's responsibility to have health and medical care insurance. British Gymnastics Insurance covers all participants from Great Britain for the gymnastics elements of the trip, however every participant will need to purchase travel insurance to a level of which they are personally comfortable with. The British Gymnastics insurance cover does not cover for any pre-payments or deposits paid if the trip is cancelled or postponed by the organisers because of COVID-19 or for any other pandemic related reasons.

Legislation requires that when a club takes gymnasts under the age of eighteen on a journey involving an overnight stay, the club must ensure that there is a designated trained person responsible for child protection on the trip. To be suitably trained, the person must hold a current BG DBS disclosure and a valid BG recognised Safeguarding qualification. Initial 3-hour face to face Safeguarding courses can be accessed locally, a refresher is then required for certification to remain valid.

To adhere to CPSU child protection standards **the designated person must not be related to or in a relationship with the coach attending the trip in any way**. British Gymnastics do not recommend that the designated person is a key member of the coaching team. This will be checked this at the point of registration, and if we find any of the child protection standards not to be met or undeclared, we will have to ask that you find another suitable person to be responsible for child protection, safety, and welfare.

All coaches and volunteers travelling with the team must have a current BG DBS disclosure in place.

All Teams attending EGFL 2024 and EuroGym 2024 must be compliant with British Gymnastics Policies. To prepare for your trip successfully, please thoroughly read the following policies which specifically relate to this type of event.

- Health, Safety & Welfare Guidance: Safe Trips
- Safeguarding Children: Safe Environment

These can be found on our [website](#)

British Gymnastics will allocate a UK Based Welfare Officer for the trip. This person is there in a support role to individual team welfare officers or those responsible for child protection and can be contacted for advice and guidance.

Incident/accidents:

In the event of an accident where injury occurs, team leaders must complete their own incident/accident form in addition to the British Gymnastics incident/accident form that can be found on GymNET.

If a Scottish Gymnastics member has an accident whilst away that results in a visit to hospital or may require physio as part of the recovery, the Scottish Gymnastics online accident form should be submitted which is found under 'clubs reporting injury or damage' via the link [here](#).

Your Performance

Many types of gymnastics apparatus will be available and provided by the LOC, except for any bespoke equipment. Floor mats are classed as 'apparatus' so please ensure that you specify this when required. There will be a specific time frame allocated prior to the event and your performance must fit within this limit.

Accreditation

Who can have accreditation:

- Coaches
- Gymnasts

Coaches may not take part in a performance as gymnasts. Parents and spectators can travel with the group however they are not allowed in the schools and will not get an accreditation.

Section Five | The Management Team

British Gymnastics will manage all registration on behalf of the GBR delegation. There will be staff representation from British Gymnastics at EGFL 2024 and EuroGym 2024 consisting of a Head of Delegation (HOD) along with additional support staff, the number of staff is dependent on the size of the GBR delegation to support the team leaders and liaise with the LOC during the event.

Section Six | General Information about BODO, Norway

BODO has 55'000 inhabitants and is located North of the Arctic Circle. With this, the weather can be unpredictable. In July and August, the daytime temperature range is 11 to 16 °C. Throughout July you will be experiencing the 'Midnight Sun' where there is daylight all day/evening.

Currency

Norway uses its national currency Norwegian Kron. Most places in Norway will only accept Norwegian Krone so make sure you come prepared with money already exchanged.

Security

The safety of all event participants is paramount and British Gymnastics will conduct a thorough Risk Assessment and will work directly with the LOC to ensure plans and procedures are always in place and adhered to. This risk assessment will be conducted no less than 2 months prior to the event. Risk Assessment documentation will be sent to all Team Leaders and can be shared with parents/carers of participants attending. All Team Leaders must also complete a risk assessment for the specific activities of their group.

British Embassy Norway (BODO)
British Embassy Contact Details:

British Gymnastics

Address: Byggcon As Notveien 17 8103 BODO Norway

Telephone: +47 75565800

Website: [British Embassy Oslo - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

Section Seven | Registration and Prices

This section includes all the information for registering for EGFL and EuroGym and includes the costs and some important dates in the run up to the event.

Prices & Packages

British Gymnastics create a package for all participants.

The price of the British Gymnastics EuroGym 2024 package is £370 per person. This includes the following:

- School accommodation from Saturday 13th to Friday 19th July (6 nights)
- Breakfast from Sunday to Friday (please note there is no evening meal on Saturday 13th July included)
- Lunch and dinner from Sunday 14th to Thursday 18th July
- Entry to all ceremonies
- Participation in workshops
- Two performances per team
- Educational Forum
- Transportation at EuroGym is included with an accreditation

Please note – airport transfers are **not** included in this cost.

To keep the costs to participants as low as possible, we have not planned an ‘in person’ Team Leader meeting or kit try on day for this event. If there is demand for this, it can be arranged but at an extra cost. A Team Leader meeting will take place online and individual meetings with team leaders will also be arranged.

All participants must travel in GBR kit and must wear it for the opening/closing ceremony. Throughout the rest of the event, participants can wear their GBR kit, club kit, or their own clothing.

For this event, the EuroGym GBR kit can be bought as a bolt on, at a cost of £65 for 1 x T-Shirt and 1 x Hooded Jacket. The kit design is the same as that of the EuroGym 2022 event, as such this kit can be used for EuroGym 2024. If you are a new team, you will be required to purchase the kit.

The cost for this event is estimated based on the predicted exchange rate. Due to the current political climate, if there is a significant change in the status of the £GBP then this will need to be reflected in the cost. British Gymnastics will endeavour to keep costs the same as estimated above and will provide sufficient time and communication should this amount need to increase. We recommend that you communicate this to all participants and parents before they sign up to attend and commit to the costs.

The price of the British Gymnastics combined EGFL and EuroGym 2024 package is £470 per person.

This includes the following:

- School accommodation from Thursday 11th to Friday 19th July (7 nights)
- Breakfast from Friday 12th to Friday 19th July
- Lunch and dinner from Friday 12th to Thursday 18th July (please note there is no lunch or evening meal on Friday 19th July included)
- EGFL Performance and evaluation
- Entry to all ceremonies
- Participation in workshops
- Two performances per team
- Educational Forum
- Transportation at EGFL and EuroGym is included with an accreditation pass

Please note – airport transfers are **not** included in this cost.

Payment Plan

The payment plan below details the deadline dates for all payments to be made to BG via the Online Entry System. These payments will appear in the Club's shopping basket. All payments must be received before these deadlines to ensure they have arrived on time and are correct (allowing for any potential postal issues).

13th October 2023

EuroGym only: Payment of £37 per person (non-refundable pre-payment) to reserve place.

EuroGym and EGFL: £47 per person (non-refundable pre-payment) to reserve place

13th January 2024

EuroGym only: Payment of £166.50 per person (non-refundable pre-payment)

EuroGym and EGFL: Payment of £211.50 per person (non-refundable pre-payment)

13th February 2024

EuroGym only: Final payment of £166.50 per person (non-refundable pre-payment)

EuroGym and EGFL: Final payment of £211.50 per person (non-refundable pre-payment)

This equates to 3 payments:

Three individual payments per person:

EuroGym only: £370 per person

EuroGym and EGFL: £470 per person

Cancellation/Refund policy

No cancellations or refunds will be issued.

Registration and the registration process

Gymnasts from the year they turn 12 throughout the year they turn 18 (born 2012 to 2006) are eligible to attend.

A group that has 10 participants (or more) can include younger participants (10 and/or under years old) and older participants (19 and/or under 20 years old) according to the table below:

Number of participants per group		Number of participants allowed that are younger and/or older
From...	To	
6	9	0
10	15	1
16	25	2
26	35	3
36	45	4
46	55	5
56	>56	6

Participants under the age of 10 or over the age of 20 years cannot take part in this event.

Only participants are allowed in workshops, gala performances and at the stages for city performance. Coaches may enter the stage for safety support when using equipment that requires this.

Team registration is open from 15th September 2023.

Team entry for the 2023 EuroGym and EGFL is through the BG GymNet portal Online Entry. Details of how to enter using this system can be found on the event page of the BG website.

Section Eight | Important Dates

13th September to 13th October 2023

Online registration for EuroGym (via GymNet) with payment of £37 per person (non-refundable pre-payment) required for EuroGym only participants, or £47 per person (non-refundable pre-payment) for all participants taking part in EuroGym and EGFL 2024.

15th November 2023

Gala entry deadline into British Gymnastics

13th November 2023

Confirmation of registration from British Gymnastics to all teams

January 2023

Confirmation of Gala performance by European TC

13th January 2024

EuroGym only: Payment of £166.50 per person (non-refundable pre-payment)

EuroGym and EGFL: Payment of £211.50 per person (non-refundable pre-payment)

February 2024

Kit bolt on to be ordered

13th February 2024

EuroGym only: Final payment of £166.50 per person (non-refundable pre-payment)

EuroGym and EGFL: Final payment of £211.50 per person (non-refundable pre-payment)

May 2024

Kit (if ordered) distributed to all teams