



# **ENGLISH GYMNASTICS**

## **WOMEN'S ARTISTIC ENGLISH CHAMPIONSHIPS 2020**

### **Competition Handbook**

Competition Organisers: English Gymnastics (V1)



## About

### English Gymnastics

The English Gymnastics Association Limited (EGA) was originally formed in 1982 by the 10 English Regions, to ensure that England was represented in the Commonwealth Games and other International events. English Gymnastics is recognised by Commonwealth Games England and the Commonwealth Gymnastics Federation. We have also been instrumental in ensuring that English Championships now enjoy a major event status in the British Gymnastics calendar.

The English Gymnastics Strategy aims to meet the following vision and core purpose:

- To unite and reflect the common purpose of the Regions
- To deliver and facilitate opportunities to develop and retain all involved in gymnastics



### British Gymnastics

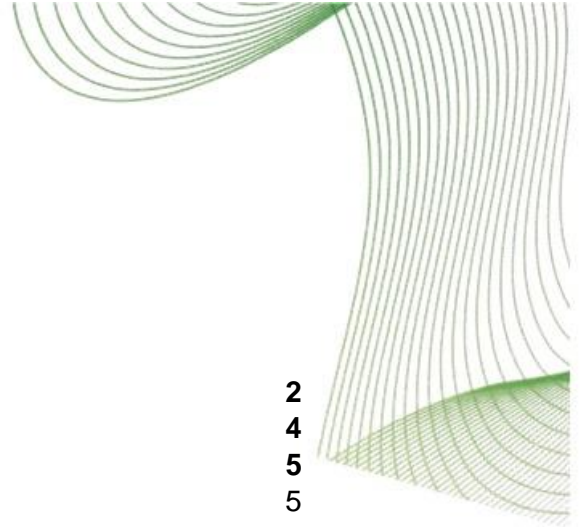
British Gymnastics (BG) is proud to be the UK Governing Body for the sport of Gymnastics. We exist to support, lead and inspire all those involved or interested in Gymnastics.

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:

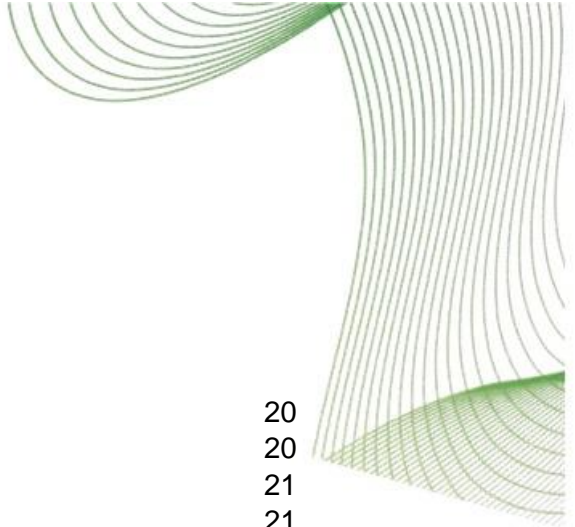
- Gymnastics is a passion shared by millions.
- To create and inspire lasting success for Gymnastics.





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**Key contacts**

<b>English Gymnastics Competition Organisers:</b>	EGA Administration Manager	Jan Charlton	<a href="mailto:jan.charlton@englishgymnastics.org.uk">jan.charlton@englishgymnastics.org.uk</a>
	EGA Chairman	Martin J Laws	<a href="mailto:martin.laws@englishgymnastics.org.uk">martin.laws@englishgymnastics.org.uk</a>
<b>British Gymnastics for all (enquiries)</b>	EGA Event Enquiries	Jack Duggan	<a href="mailto:engevents@englishgymnastics.org.uk">engevents@englishgymnastics.org.uk</a>
	EGA Event Enquiries	Karen Colman	
	Customer Support	Hannah Tamplin	<a href="mailto:hannah.tamplin@british-gymnastics.org">hannah.tamplin@british-gymnastics.org</a>
	Customer Support	0345 1297129	<a href="mailto:customersupport@british-gymnastics.org">customersupport@british-gymnastics.org</a>



## Competition details – Overview

Welcome to the Women’s Artistic English Championships. Within this pack you will find all the details to participate within our competition, which is supported by British Gymnastics and our clothing sponsor, Milano Pro-Sport.

This competition is combined with the Men’s Artistic English Championships and will again in 2020 take place at the Redbridge Sports & Leisure Centre. This is a popular English event, taking place in an Olympic year and entries will be high. For 2020, the event will be a qualifying event for Commonwealth Games selection, so will see top gymnasts competing for their chance to be selected to the England Commonwealth Games Team for 2022.

### Who can enter?

This competition is for:

<b>Gender</b>	Female	Qualifying Score at a National or Regional Competition in the last 12 months**
<b>Age</b>	Women’s Espoir : Aged 12-13	38
	Women’s Junior: Aged 14-15	38
	Women’s Senior: Aged 16+	38
	<i>Gymnasts’ ages, for the purpose of entry to all age dependent categories, will be taken as the age reached in the year of the competition</i>	
<b>Ability:</b>	Espoir, Junior or Senior competitors	
<b>Club, County, Region</b>	This is open to all British Gymnastics registered clubs, who must be affiliated to their respective English region. Clubs from other Home Nations will be accepted as Guests if approved by the Organisers	

See: Category Breakdown (Page 6) for specific details.

\*\* Once a Club completes and pays for its Entry, Clubs/Coaches must immediately email EGA Event Enquiries with proof of when/where their competitor achieved the Qualifying Score. Any competitor not achieving the minimum qualifying score will then be added to a Waiting List and will only be offered a place at the Championships should the maximum numbers not be met. If English Gymnastics are unable to offer a place at the event to such competitors, they will be withdrawn and a refund provided (minus a 3% admin charge).

## Please note that enquiries relating to this English Gymnastics event will not be accepted from parents and these should be directed via the Club **at all times**.



## Category

Within this competition, the categories are as follows:

Category	Categories		
	Espoir	Junior	Senior
Age breakdown	Aged 12-13 during 2020	Aged 14-15 during 2020	Aged 16+ during 2020
Born	Min DOB 2008 Max DOB 2007	Min DOB 2006 / Max DOB 2005	Min Year of Birth 2004

**Note:** The Organisers reserve the right to close a Competition once numbers reach the maximum allowed. The Competition Organisers have the right to review all entries.

## Waiting List

Should Clubs have gymnasts who fall just below the Qualifying Score, but they would ideally like to enter them into this Championships, please email the EGA Event Enquiries as soon as possible before the closing deadline with Name, BG Membership Number, Qualifying Score, Qualifying Event/date and they will be added to the Waiting List. Should the number of competitors fall below the maximum numbers allowed by the Organisers, Clubs will be notified and places offered on a first come, first served basis. The Organisers cannot guarantee that any places will be available for these additional competitors.

## Nationality

Gymnasts that...

- Participate must be a British Citizen, holding a British Passport (or be in the process of obtaining British Citizenship and/or Passport) and have lived in England for a period exceeding 48 months. The mother, father or a grandparent of a Gymnast must have been born in England.
- Participants must not be a member of a Squad of any other Commonwealth country or previously represented another Commonwealth country, unless the consents required by [Byelaw 17\(3\) of the Constitutional Documents of the Commonwealth Games Federation \(CGF\)](#) have been obtained.
- If a participant does not meet any of the above Criteria, but nevertheless wishes to be considered for entry, the participant may petition the English Gymnastics Approval Panel in writing, via email to the EGA Admin Manager. The Approval Panel's decision in this regard shall be final. The Approval Panel shall be consisted of the Chairman and Vice Chairman of English Gymnastics, together with the individual Chairperson, in England, of the specific Gymnastics discipline within which the participant is seeking to compete. The Panel's decision in this regard shall be final. Decisions on these matters are not open to Appeal.
- Disclosure: It is the responsibility of the person making the Competition Entry to ensure that all gymnasts have their Nationality declared within the Gymnet Online Entry portal or as soon as possible via email the EGA Event Enquiries.



## Guests

- The Club/Coach of a gymnast that represents another Country or Home Nation and wishes to compete as a Guest at an English Gymnastics event, should contact the EGA Event Enquiries via email in the first instance. Guest gymnasts will be allowed subject to prior approval by the Organisers of the event and subject to them meeting the Qualifying Score Criteria indicated on Page 5.
- Foreign Competitors and Coaches: Gymnasts who are not normally resident in the UK, must request permission from the Organisers via the EGA Event Enquiries email prior to entry. The Organising Committee will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. ALL participating foreign competitors and Coaches are, therefore, responsible for making their own arrangements to have the necessary valid Insurance coverage against illness, accidents and for repatriation. Insurance Cover Note or photocopy of the valid Insurance Policy should be sent through to the EGA Event Enquiries via email prior to the start of the event. Delegation Members with insufficient Insurance Cover must inform the Organisers via the EGA Event Enquiries email in advance.

## Time and date

<b>Date(s):</b>	3 <sup>rd</sup> April 2020 – Espoir Championships 4 <sup>th</sup> April 2020 – Senior Championships 5 <sup>th</sup> April 2020 – Junior Championships
<b>Estimated start time: *</b>	0800hrs - TBC
<b>Estimated end time: *</b>	2000hrs - TBC
<b>Timetable &amp; Draw circulation:</b>	Usually 4 weeks prior to the start of the competition
<b>Podium Training:</b>	Provided for Seniors ONLY on Friday evening – there will be NO podium training for Espoir on Thursday night or Juniors on Saturday night

**\*Note:** All Women's Championships will be combined with the Men's Championships. The Organisers reserve the right to amend the Timetable according to Entries. The start and end times are estimated and subject to change pending entries received and category breakdown. Maximising your experience is vital, please be patient with the Competition Organiser.

Where possible, the Organisers will endeavour to keep gymnasts from the same Club together. For the purpose of maintaining the smooth and timely running of the event, or where the safety, security and good performance of the gymnasts is a concern, the Organisers reserve the right to alter the grouping of gymnasts and/or running order of performances, as may be deemed necessary by the Organisers or authorised officials, up to the start of warm up.



### Venue and address

Venue name:	<a href="#">The Jean Brown Indoor Arena, Redbridge Sports &amp; Leisure Centre</a>
Address and postcode:	Forest Road, Barkingside, Ilford IG6 3HD
Google maps link:	<a href="#">Redbridge Sports &amp; Leisure Centre Map</a>

### Entry costs overview – Spectators

Cost per spectator:	Ticket type	On the door price	Advance purchase online
		Adult All Day Ticket	£17
	Child U12 / Senior All Day ticket	£12	£10

Spectator Tickets will be available to purchase on the door, or online in advance at a discounted price. All online orders will incur a handling fee of £2/order. Child tickets are for U12 years old. Infants not occupying a seat, may enter Free of Charge.

Online advance tickets may be purchased via Gyndata by following this [link](#). Please note that applications for tickets are always heavy (particularly for Seniors' Day), so please advise members of your Club to apply early. We cannot guarantee that any tickets will be available to purchase on the door each day, so would advise everyone to purchase tickets online in advance of the Championships to avoid disappointment.

### Entry costs overview – Clubs and Gymnasts

Entry Cost per competing gymnast:	£70.00
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### Entry method and closure date

Entry method:	<b>Online entry:</b> via GymNet on the British Gymnastics Website
Entry opening date:	Thursday 2 <sup>nd</sup> January 2020 ( <b>please note the amended date</b> )
Entry closure date:	Friday 14 <sup>th</sup> February 2020

### Payment method

- Payment can **only** be made by Debit/Credit Card.
- Payments should be received by British Gymnastics within 48 hours of the entry being submitted.
- **Entry Fees are non-refundable after the closing deadline.**





## Entry details

Please see the following sections on Page 8 for initial details regarding entries:

- Entry costs overview – Clubs and Gymnasts
- Entry method and closure date
- Payment method

### Late entries

Late entries will not be accepted at this event.

### Changing of a gymnast involved in the competition

#### Pre-event entry closure

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

- Not submitted your entry yet? – You can manually amend your entry list on GymNet
- Submitted (paid) for your entry? – You will need to email the EGA Event Enquiries via email to request a transfer in gymnast, as this must be done manually.

#### Post event entry closure

Contact the EGA Event Enquiries via email to discuss your individual situation and the stage of event organisation. It may be too late to alter/re-do any preparation that has been completed for the big day.

If a transfer is accepted and must be done manually, the EGA Event Enquiries will need the following details of both the old and new gymnasts:

- Full name
- Membership number
- Category – Level and Age

### Withdrawal of entry

To withdraw a gymnast, please email the EGA Event Enquiries with the following details:

- Full name
- Membership number
- Category – Level and Age
- Reason for withdrawal
- It is important to advise the organisers, via email to EGA Event Enquiries, of any withdrawals as soon as they are known, so that places can be offered to competitors on the Waiting List.



Fees to withdraw:

- Before submission of the entry – No fee has been charged
- Before the closure date – A refund will be provided by English Gymnastics, minus a 3% admin charge
- After the closure date – No fees will be refunded

### Confirmation of entry

Upon entry and payment of entry; you will receive a confirmation email for your entry from the EGA Event Enquiries.

### Coach substitutions

Where it is necessary to substitute a Coach, the Club must inform the EGA Event Enquiries in writing via email so that the Coach can be checked for Membership, Awards and Safeguarding, before they can be accredited for the event.

Where, through unforeseen circumstances, this is not possible or, where information has not previously been supplied, the substitute must inform the Organiser immediately on arrival at the venue and produce their Coaching Award Certificate, current British Gymnastics Membership Card and a current British Gymnastics specified DBS Certificate.

## Structure and programme

### Type, level, and pathway

**Competition type:** Women's Artistic English Championships

**Competition level:** Espoir, Junior and Senior

**Competition pathway:** There is no competition pathway for this Championships, but clubs/coaches will need to provide English Gymnastics with evidence of their competitors having achieved a minimum qualifying score of 38 at a National or Regional competition in the last 12 months.

### Confirmation of programme and rotations

After the entry closure date, the Competition Organisers will finalise the competition programme/running order and circulate this to all clubs involved. If you haven't received an email of the competition programme fourteen days prior to the competition start date, please contact the EGA Event Enquiries.

Note: Sometimes emails can get moved to 'junk mail' boxes without our knowledge. Please check prior to contacting the EGA Event Enquiries.

Where possible, we will endeavour to keep Gymnasts from the same Club together.

For the purpose of maintaining the smooth and timely running of the event, or where the safety, security and good performance of the Gymnasts is a concern, the Organisers reserve the right to alter the grouping of Gymnasts and/or running order of performances, up to the start of warm up.



## Awards, Prizes and Medals

### Medal Ceremonies

- Except in exceptional circumstances, Gymnasts receiving awards must attend the medal ceremony.
- Medals will only be distributed at events, not by post.
- Gymnasts receiving a medal must be attired according to FIG World Championship and UEG Rules.

### Awards, Prizes & Presentations

- The overall Espoir, Junior and Senior Champions will be awarded salvers.
- There will be no cash prizes in 2020.
- Medals will be awarded for 1st to 3rd place on each Apparatus within each competition.
- Medals will be awarded for 1st to 3rd place for the All-Around in each competition.
- There will be no breaking of ties.

## Performance details

### Warm up

The programme will include a general warm up at the start of the competition, but also per apparatus. Please refer to the Timetable for specific details.

### Music licencing – PPL/PRS

#### Pre-event music requirements

<b>Music submission date deadline:</b>	Monday 9 <sup>th</sup> March 2020
<b>Music submission method:</b>	Via GymNet
<b>Music format:</b>	Instructions for submitting music electronically may be found within the <a href="#">Online Entry Guide</a>

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 [here](#).

To check your music is permitted for use, the PPL UK website lists online all the music that can be used. Please click the link [here](#).

If the track is not included within the listed tracks, the Club must apply directly to Disney, Andrew Lloyd Webber or Cirque du Soleil to use the track and pay the relevant licensing fees.



## Event day music requirements

Please ensure that each participant brings a copy of their floor music on a **CD only** on the day. This should be clearly labelled with the gymnast's Number, Name and Club. This should be handed in at Registration and ensure that the gymnast's Number is shown to the Announcer prior to commencing the Floor Routine.

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, there may be background music being played to help create a calming atmosphere. This will be at 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. Please click [here](#) for full details.

## Registration

- We will be having an open Registration for 2020, so please register your competitors as soon as you/they arrive at the Centre.
- Please advise at Registration if you intend to perform two Vaults for Apparatus Awards.
- Uneven Bars – any requests for Bars to be raised, must be made at the time of Entry and mentioned at Registration.
- During Registration, Gymnasts will be issued with their Number.

## Code of Points

The Competition format is as per FIG Competition 1 (Cycle 14 – 2018) Rules.

## Vault Specifications

Vault Apparatus Medal: Gymnasts attempting to win a medal on Vault, will be expected to show two Vaults as per FIG Rules. All gymnasts performing two Vaults must indicate so at registration. The first Vault permitted will count towards the Gymnast's AA Total, whilst the second Vault score will be averaged with the first, to determine a ranking for the Vault medals.

## Espoirs

- Will be able to do two Vaults from the same category
- Extra soft Board will be available for Vault – 4 Spring and modified 5 Spring

## Juniors

- Will be able to do two Vaults from the same category



## Apparatus

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

Apparatus	Manufacturer	Notes
Sprung floor	GymNova	
Vault	GymNova	Super and Super Sprung Boards will be provided. Gymnasts will not be permitted to bring their own Springboards to the event.  Apparatus specifications are as per FIG – except for Vault matting; this will be the FIG mats turned to provide a soft landing.
Asymmetric Bars	GymNova	In accordance with the current FIG Rules, Bars may be raised in order to cater for taller gymnasts. The request for the Bars to be raised must be made at the time of competition entry.  Gymnasts must provide their own chalk.
Beam	GymNova	

If a Gymnast fails to compete on any piece, please inform the Judges in order that a zero score can be entered.

## Inquiries

Inquiries are permitted and should be handed to the English Gymnastics Events Director along with a £25 Inquiry Fee.

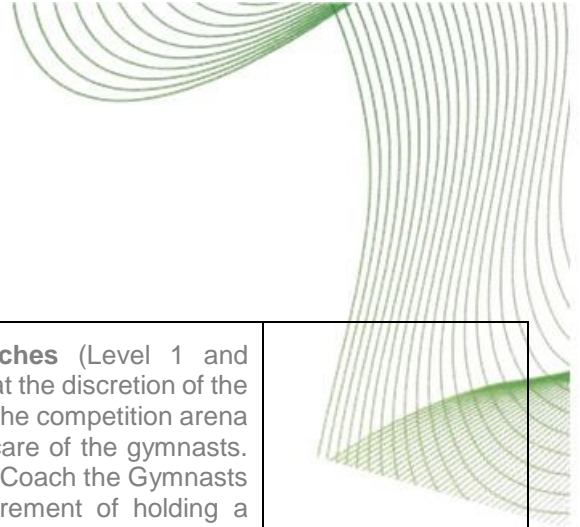
- Inquiries will be accepted within ONE rotation of the performance being questioned (ie if you are protesting a Gymnast's performance on the first Apparatus, an official application must be received before the Gymnast rotates to their third piece).
- The fee will be returned if the Protest is successful or retained if the Inquiry is denied.



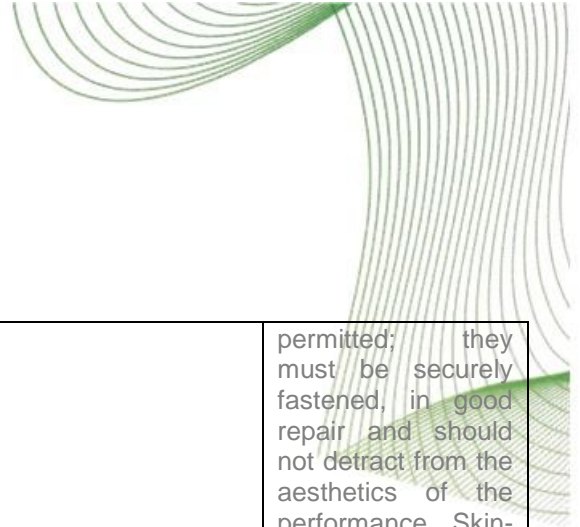
## Judge, Coach, Gymnast requirements

The following table provides requirements for Judges, Coaches, and Gymnasts that are to be involved within this event (***please note that only Clubs affiliated to their respective Regions will be allowed to enter English Gymnastics events***):

Role/ Requirement	Judge	Coach	Gymnast
Requirements per club entry	N/A	<p><b>1 Supervising Coach per gymnast from 2 nominated, will be permitted in to the competition area at any one time.</b></p> <p>Note: Only one Supervising Coach per Gymnast if two nominated, will be permitted in to the competition area at any one time</p>	N/A
Only those listed on the entry form will be allowed within the competition area.			
Qualifications	<p>Minimum : Regional</p> <p>Judges must hold a current Cycle of Judging Award (Cycle 14)</p>	<p><b>Minimum : Level 1</b></p> <p>Clubs must ensure that the nominated <b>Supervising coach(es)</b> is/are qualified to the level of the participant's performance. The practice of supervising participants working above the level of the Coach's qualification is not allowed. The caveat that permits Coaches to practice one level above their coaching qualification in the Coaching Syllabus refers to a training environment only and is not permitted at English Gymnastics Events. Its purpose is to enable coaches to practice within the post-course guided learning environment following attendance at a Course and in preparation for the examination, under the supervision of a BG Mentor Coach.</p> <p>Supervising coaches entered into the event entry <b>MUST</b> be the same ones attending the event. It is unacceptable to enter a coach you know will not be attending.</p> <p>Supervising Coaches have a duty of care towards their performers and have a responsibility to ensure that they are both qualified and competent to teach at the appropriate level, as well as ensuring that the participant is adequately prepared, physically and psychologically, for performing their routines in a competition situation.</p> <p>If it is found that a Club is in breach of these policies, English Gymnastics reserves the right to reject an entry on the grounds of gymnast safety or, if discovered post-performance, to disqualify the participant and remove their score(s) from the official results.</p>	<p>All gymnasts can only perform skills that their nominated coach is suitably qualified to coach</p>



		Additional <b>Assisting Coaches</b> (Level 1 and above) may be accredited, at the discretion of the Organiser, to be present in the competition arena to assist with the pastoral care of the gymnasts. Assisting Coaches may not Coach the Gymnasts unless they fulfil the requirement of holding a recognised qualification suitable to the level of skills being performed.	
<b>DBS</b>	No	Yes	No
<b>Safeguarding training</b>	Ideally	Yes	No
<b>Experience and abilities</b>		Experience in delivering/supporting all skills which gymnasts are performing.	
<b>Membership (minimum)</b>	Judge or Life Members of BG for Club/County/ Regional Judges  National/Brevet Judge or Life Members of BG for National and Brevet Judges  <a href="#">British Gymnastics guidance</a>	Supervising Coaches' Membership level must be Gold Coach or Life Members of BG  Assistant Coaches must be Assistant Coach (if Level 1), Gold Coach or Life Members of BG  <a href="#">British Gymnastics guidance</a>	Silver Competitive, Gold or Life Members of BG in order to enter an English Gymnastics' event  <a href="#">British Gymnastics guidance</a>
<b>Attire</b>	Ideally FIG Standard : Navy blazer or suit with navy trousers/skirt, white shirt/blouse, English Gymnastics tie/scarf, black shoes or clean track shoes.  <b>Absolutely <u>NO</u> stiletto heels allowed on the competition floor.</b>  Hair must be neat and not inhibit vision.	Tracksuit with full length sports trousers or full-length trousers with a collared polo shirt/Club t-shirt and appropriate gym/training shoes.  The wearing of GBR, ENG or other Home Nation attire at English Gymnastics events is strictly forbidden.  Long hair should be braided or tied back so as not to obscure vision.  Following BG Education guidance.	The removal of leotards on the field of play is not allowed.  The wearing of GBR, ENG or other Home Nation attire at English Gymnastics events is strictly forbidden.  Long hair should be braided or tied back so as not to obscure vision.  Gymnasts have the option of wearing gymnastic slippers or socks.  Handguards, body bandages and wrist straps are



			<p>permitted; they must be securely fastened, in good repair and should not detract from the aesthetics of the performance. Skin-coloured bandages are recommended.</p> <p>Advertising on attire must adhere to <a href="#">FIG Rules</a></p>
<b>Payment arrangements</b>	It is not the competing clubs' responsibility to financially support the judges to attend this event.	It's not the responsibility of English Gymnastics to financially support the coaches to attend this event.	N/A
<b>Transport arrangements</b>	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 precedent for coaches, gymnasts and spectators of professionalism.	English 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>	<p>Coaches must make adequate provision for the 'supervision' of their gymnasts upon arrival at the venue. Gymnasts will not be allowed to register or begin warm up without their Coach present.</p> <p>If 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 add this into your competition entry.</p> <p>Requests can be made to adopt reasonable clothing modifications at any English Gymnastics competition on religious grounds only. All requests must be on the official English Gymnastics Clothing Modification Request Form (attached) and submitted to the English Event Enquiries email at least four weeks before the competition closing date, to allow sufficient time for full consideration of the application and any possible health and safety implications.</p>		

Non-compliance may result in removal of the Coach and consequently, for health and safety reasons, their Gymnast(s) from the competition.

### Volunteers

Volunteers are to be listed on the entry form to ensure that anyone providing support is allowed within the competitive area, including waiting and warm up areas.





Volunteers must be DBS checked and must always be supervised by a qualified coach. Volunteers are not coaches' and therefore not allowed to 'coach'.

### Chaperones

**Disability Chaperone** : Chaperones may be permitted to provide pastoral care to gymnasts in certain circumstances. Under no circumstances may a Chaperone coach a gymnast. In the case where a gymnast has a disability, the nature of which indicates that it is deemed necessary to have additional support, they will be entitled to have a carer present with them throughout the competition. The carer will not be insured by British Gymnastics to take part in any type of recognised gymnastics activity. The carer will be required to sign a Code of Conduct to ensure they understand the role they are fulfilling within the event environment. The carer will be required to be dressed appropriately if entering the warm-up hall or field of play.

**Medical Chaperone** : In exceptional circumstances, upon written request, a Chaperone may be approved to provide pastoral care to a gymnast with a medical condition. Written medical verification of the need for the carer (from GP or other medical practitioner) will be required to be submitted to the EGA Event Enquiries via email at least one week prior to the start of the event. The carer will not be insured by British Gymnastics to take part in any type of recognised gymnastics activity. The carer will be required to sign a Code of Conduct to ensure they understand the role they are fulfilling within the event environment. The carer will be required to be dressed appropriately if entering the warm-up hall or field of play.

**Supervising Chaperone** : The English Gymnastics Event Organisers may authorise Chaperones to assist with pastoral care for gymnasts. The Chaperones must either be qualified as a Level 1 Assistant Coach or be a club/regional Welfare Officer and hold the relevant BG Membership and qualifications, DBS/CRB and SPC for their position(s). Supervising Chaperones will not be permitted to enter the field of play.

## Facilities on-site

### Spectator area and disabled access

There will be approximately 500 seats available each day of the Championships, which can be accessed via the mezzanine floor. For disabled and/or wheelchair users, seating is not designated, but they have a choice of entering the seating at either ground floor or mezzanine level – depending on their seating preference - there will be adequate provision available.

### Food and drink

There may be restrictions within the competition areas with regards to food and drink. This is to manage food intolerances and allergies. For competitors, Coaches and Judges, chewing gum is not allowed at any phase of the competition, including the presentation of the awards. In the Jean Brown Indoor Arena, there are Café facilities on the 1<sup>st</sup> Floor (The Edna Clarke Café) - available from when Doors Open until Doors Close - providing refreshments, as well as fast food. Light refreshments, including tea/coffee/crisps can also be purchased from the main Reception Desk.



### Toilet and changing facilities

There are ample toilet and changing facilities on site for competitors, coaches, officials and spectators alike.

### Car parking

Redbridge Sports & Leisure Centre has parking for over 400 vehicles (plus an additional overspill car park) and charge as follows (if purchased on the day at the Centre):

**Monday to Friday** (*payment by Debit/Credit Card or Parking App only*):

Up to 6hrs - £2.00

Up to 9hrs - £8.00

All Day - £15.00

**Saturday or Sunday** (*payment by Debit/Credit Card or Parking App only*):

£2.20 per Day

Car Parking (*no ticket issued*) can also be purchased in advance via [Gymdata](#) as follows, which means there will be no need to register/pay on arrival:

**Friday, Saturday or Sunday** - £2.00 per Day

**All Weekend** - £5.00

### First aid and welfare

Anyone requiring First Aid or Physio assistance should speak to either the Competition Organiser or English Gymnastics Medical Team. It is recommended that all Coaches have a First Aid Kit with them for minor injuries.

At all English Gymnastics events, an official Medical Team will be appointed and will be available to treat Gymnasts who sustain an injury at the event. The Medical Team are not able to treat pre-existing or chronic injuries.

Any injury occurring during the official training or competition must be reported to the Medical Team, to ensure a record can be kept of treatment given and by whom.

The decision of the Organiser, based upon the recommendation of the English Gymnastics appointed Medical Officer as to the Gymnast's health and medical status and their ability to compete at the event, is absolute and final. Any Gymnast who is injured in this event and is withdrawn from the competition by the Medical Staff, will still be eligible for individual Apparatus medals.

## Regulations

### Privacy

At many events, English Gymnastics may produce event merchandise (e.g. event t-shirts). These may include the names and/or clubs of the gymnasts taking part.

Where competing gymnasts have a disability, it may be necessary to share the details of this disability with the Organising Committee in order to discuss if modifications to Rules and processes are appropriate arising from this disability.



The scores and results from English Gymnastics events, will be published on the [English Gymnastics Website](#) in the specific event page. English Gymnastics will not redact your details from the published results unless there is a justifiable reason to reject an objection to publication.

Apart from as required for the running of the competition, Gymnasts, Coaches, Judges and Officials must not use mobile phones or any other electronic communication devices including tablets, to make calls, take photographs or be used for other forms of communication in the main arena during the event. Such mobile devices may only be used for monitoring scores and results.

### 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.

The Competition Organiser has the right to withdraw any entry/entries where appropriate etiquette and professionalism isn't upheld before, during and after the event. This therefore could affect future attendance at events and become a welfare issue.

### 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 ensure the Competition Organiser, via the EGA Event Enquiries email, is aware prior to the date of the event so they can inform the appropriate persons so that any photography/video of them is avoided.

All English Gymnastics competitions are large events, where filming and photography by English Gymnastics accredited Photographers will be taking place. For the 2020 Artistic English Championships, our Official Photographer will be [BC Photographic](#). Images taken at our events may be used by English Gymnastics for the purposes of promotion, education and development of the sport. The results of English Gymnastics competitions are published and made available for viewing by members of the public via the [English Gymnastics Website](#) and [BG Find an Event](#).

If you have any concerns about the identity or actions of any photographer or if you believe that any unsuitable photos are being taken, you should report your concerns to the English Gymnastics appointed Welfare Officer or English Gymnastics Events Director at the event. In the interests of child protection, please do let us know of anything that may be damaging to the welfare of a child.

The **use of flash or supplementary lighting is not permitted** while gymnasts are warming up or competing. Please make sure that the flash is turned off on any device being used as your camera.

The **use of live streaming is not permitted** during any part of this event.

When 'posting' images on personal social media, please ensure the following to reduce the risk of publication of the image (this isn't the full list but key from the policy):



- **Personal details are kept to a minimum** – Use of their first name only etc.
- **Suitable, sensible and appropriate image taking/selection** – Avoid such skills as splits and sensitive areas on the body.
- **Blur anyone else out of the image** – Use technology to blur others out the image (if you can't, don't take/post the image).

If the Competition Organiser/Welfare Officer suspects inappropriate photography or filming, the Officer/Organiser should exercise their powers under the conditions to request the person to leave the venue and to surrender any film and/or delete any images relating to the event.

For full details please see the British Gymnastics policies:

- [British Gymnastics Photography Regulation](#)
- [British Gymnastics Safeguarding Children: Safe environment Policy](#)

### Complaints and grievances

If you have a complaint or grievance regarding any happenings about or at this event, please ensure you send in your details to EGA Event Enquiries via email within five working days of the event date.

### Health and safety

#### Overview

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

The intention of the event 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](#).

#### Risk assessments

Risk assessments have been carried out for this event, but if you feel there is something/one that may require additional assessment, please contact EGA Event Enquiries via email ASAP with specific details.

While risk assessments for the event have been completed, your club is responsible for specific risk assessments related to your club e.g. travelling to and from the event 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, socialising 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="#">Link</a>
Risk assessment training for clubs	British Gymnastics eLearning course	<a href="#">Link</a>
GDPR Data Security	British Gymnastics eLearning course	<a href="#">Link</a>
GDPR Implementation	British Gymnastics eLearning course	<a href="#">Link</a>

Government Legislation requires that when a Club takes a Gymnast(s) under the age of 18 years 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 adhere to the CPSU Child Protection Standards, this person must not be related to or in a relationship with the Coach attending the trip. The training for the designated person should be BG recognised Safeguarding & Protecting Children Awareness training.

### Allergies

As part of the safety for everyone, please ensure you pass on the message to all your coaches, gymnasts, judges, and parents/spectators that any food being brought to the event should be **nut free** and keep in mind any other potential allergies that could be affected by food being brought.

### Emergencies

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

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

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

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 event your club is agreeing to the rules, regulations, and standards within this Handbook. The person making the online entry on behalf of Gymnast(s) or a Club, undertakes to ensure that those who they are making an entry on behalf of are fully aware of and agree to abide by the contents of this Handbook.

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



Clothing Modification Request Form

<b>Competition:</b>	
<b>Entrants Name:</b>	<b>DOB:</b>
<b>Club Name:</b>	
<b>Religion / Disability:</b>	<b>Discipline:</b>
<b>Please provide details of any clothing modifications and provide reasons for this request</b>	
<b>I confirm that the details on this form are accurate</b>	
<b>Signed</b> _____ <b>Date</b> _____	
<b>Address</b> _____ _____	
<b>Postcode</b> _____	<b>Contact no</b> _____
NB: If the gymnast is under the age of fourteen, their parent/carer must sign the form on their behalf.	
This form should be submitted to the EGA Admin Manager, Jan Charlton, via email at <a href="mailto:jan.charlton@englishgymnastics.org.uk">jan.charlton@englishgymnastics.org.uk</a> with the entry. The request will receive full consideration and club and entrant will be informed of the outcome within 10 working days of receipt of the request. In the event the request is declined, the entry fee will be refunded in full, providing that this form was submitted prior to the closing date.	

**ACCOMMODATION CLOSE TO THE CENTRE**

**Redbridge Sport & Leisure  
Jean Brown Indoor Arena  
Forest Road  
Barkingside  
IG6 3HD**

We strongly advise that you book early.  
Please check the prices and availability with the individual hotels.

<p><b>Holiday Inn Express – Newbury Park</b> 713 Eastern Avenue Ilford Essex IG2 7RH</p> <p>☎ 0371 423 4876 <a href="http://www.ihg.com/holidayinnexpress">www.ihg.com/holidayinnexpress</a></p>	<p><b>Travel Lodge Hotel</b> 735 Chigwell Road Woodford Green Essex IG8 8AS</p> <p>☎ 0871 559 1815 <a href="http://www.travelodge.com">www.travelodge.com</a></p>	<p><b>Travel Lodge Hotel</b> Beehive Lane Gants Hill Ilford Essex IG4 5DR</p> <p>☎ 0871 984 6194 <a href="http://www.travelodge.com">www.travelodge.com</a></p>
<p><b>Premier Inn – Romford West</b> Whalebone Lane North, Chadwell Heath, Nr. Romford, Essex RM6 6QU,</p> <p>☎ 0871 527 8942 <a href="http://www.premierinn.com">www.premierinn.com</a></p>	<p><b>Premier Inn – Ilford</b> Redbridge Lane East, Ilford, Essex IG4 5BG,</p> <p>☎ 0871 527 8542 <a href="http://www.premierinn.com">www.premierinn.com</a></p>	<p><b>Rossmore Hotel</b> 301 – 309 Cranbrook Road, Ilford, Essex IG1 4UA</p> <p>☎ 0208 554 3481 <a href="http://www.rossmorehotel.com">www.rossmorehotel.com</a></p>
<p><b>Cranbrook Hotel</b> 22-24 Coventry Road, Ilford, Essex IG1 4QR</p> <p>☎ 0208 554 6544 <a href="http://www.cranbrookhotel.com">www.cranbrookhotel.com</a></p>	<p><b>Citybest Hotel</b> 31 – 33 Mansfield Road, Ilford, Essex IG1 3BB,</p> <p>☎ 0208 554 4044 <a href="http://www.citybesthotel.com">www.citybesthotel.com</a></p>	<p><b>Gidea Park Hotel</b> 115 Main Road, Romford, Essex RM2 5EL</p> <p>☎ 01708 746676 <a href="http://www.gideaparkhotel.com">www.gideaparkhotel.com</a></p>
<p><b>Prince Regent Hotel</b> Manor Road Woodford Green Essex IG8 8AE</p> <p>☎ 0330 028 3418 <a href="http://www.hallmarkhotels.co.uk">www.hallmarkhotels.co.uk</a></p>	<p><b>Best Western Ilford Hotel</b> 5 Argyle Road, Ilford, Essex IG1 3BH,</p> <p>☎ 0844 387 6286 <a href="http://www.bestwestern.co.uk">www.bestwestern.co.uk</a></p>	<p><b>Best Western Greater London</b> 60 Cranbrook Road Ilford Essex IG1 4NH</p> <p>☎ 0800 393130 <a href="http://www.bestwestern.co.uk">www.bestwestern.co.uk</a></p>