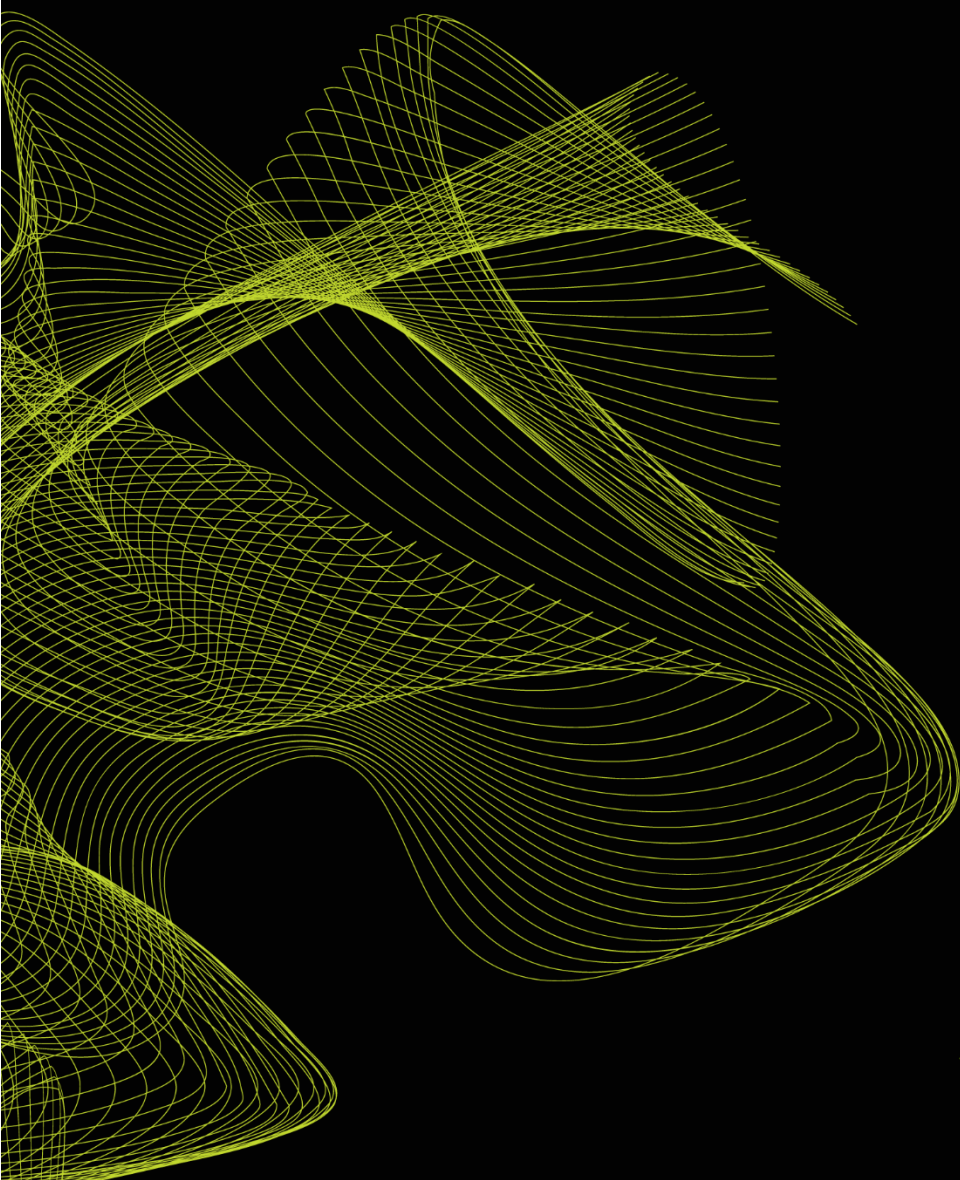




# **National Competition Events Policy**

September 2023



*Sport Starts Here.*

# National Competition & Events Policy

## 1. Introduction

1.1 This policy outlines the norms and standard guidelines that must be adhered to in the operation of any Gymnastics Ireland competition/event.

## 2. Definition of events

### National Series:

- All National Championships and associated qualifiers
- All NDP/Elite Grading events
- Hosted International events

### Participation:

- GymSTART Challenge
- GymSTART Competition
- The Floor
- JumpSTART

## 3. Technical specifics of events

3.1 The technical specifics of events will be circulated to clubs via email.

3.2 The Events Logistics, PR & Marketing Manager will be responsible for the logistical coordination of the event.

3.3 The Performance & Technical Manager will be responsible for organisation and implementation of technical specifics for the event and in relation to the Field of Play for National Series events.

3.4 The Participation Manager will be responsible for organisation and implementation of technical specifics for the event and in relation to the Field of Play for Participation events.

## 4. National Events Team

4.1 The National Events Team will consist of core Gymnastics Ireland staff, and include, where relevant, key contracted staff for positions to be identified by the Events Logistics, PR & Marketing Manager to fit the logistical needs of each event.

4.2 The Performance & Technical Manager or the Participation Manager will identify key personnel, assign specific roles to fit the technical needs of each event and will liaise with the Events Logistics, PR & Marketing Manager in respect of these requirements in advance of each event.

## 5. Event Plan

5.1 An Event Management Plan will be submitted to the relevant venue 4 weeks prior to the event and updated accordingly ahead of the event.

## 6. Event Information/Entries and Deadline

### Event Information

6.1 Announcement of dates – Gymnastics Ireland will seek to set the calendar annually and release general information and publish on Gymnastics Ireland website (i.e. competition/event, date, venue).

6.2 Post entry deadline specific event information will be shared with clubs via email.

6.3 Spectator and ticket sales information will be shared via Gymnastics Ireland website & social media channels leading up to an event.

### Entries/Deadlines

6.4 Only entries submitted by the specified deadlines via the online entry system will be accepted. Late entries to be submitted via Microsoft Forms where relevant fines will be applied.

6.5 Entries received in any other format will not be accepted. Incomplete or incorrect entries will not be processed.

6.6 For Team Competitions, the relevant Team Start Order Form which will be sent to the Club Secretary should be completed and submitted to the GI Office by 5pm on the Monday before the scheduled competition. A Fine of €50 may be applied if the Team Start Order Form is not received by the deadline set out herein. No changes to the Start order will be accepted after this date. Substitutions are permitted in line with Rule 7.3 herein. Team Start Orders are only applicable to WAG Advanced Club Teams & FIG National Teams. The order for all other team competitions will be set by GI and outlined in the schedule.

6.7 Standard entry deadline for events is 6 weeks prior to the event. The Late entry deadline is 5 weeks prior to the event. Final event information and scheduling will be targeted to be issued to clubs 2 weeks prior to events.

6.8 Gymnastics Ireland reserves the right to make changes to the event rules/guidelines, competition format and schedule to suit planning and to ensure effective programming and scheduling of events. This is for logistical purposes only.

## **7. Fines – Late entries, Judges, Assessors**

7.1 Late entries will be accepted until the late entry deadline date (i.e. 5 weeks before the competition/event date). Late entries will be subject to a €50 fine per gymnast.

7.2 No further entries will be accepted after 5pm on the late entry deadline date.

7.3 Substituting a team member with a gymnast already entered in the competition / event will be permitted up to & including the day of the event but will incur a fine of €30 per substitution. A fine will not be imposed if the gymnast is being substituted because of illness or injury, however, this must be confirmed by evidence of a medical cert from a qualified medical professional (Doctor or Physio) to Gymnastics Ireland.

7.4 Any changes made to the Level / Age Group of a gymnast after the passing of the entry deadline will incur a fine of €50 per change. Changes to entries (i.e. Level / Age Group) will not be accepted after 5pm on the Monday before the scheduled event date.

7.5 Clubs entering any national event must supply the relevant no. of Judges / Assessors for that event. Please refer below for specific requirements for each discipline. Clubs must advise the number of Judges / Assessors they are supplying at the event to the GI Office on the official Microsoft Form **and** before the deadline specified in the communication from Gymnastics Ireland for each event. They must advise the GI Office (via the completion of the confirmation of Judges/ Assessors Form) of the names & qualifications of their proposed judges for the event ensuring all Garda Vetting / Safeguarding / Qualifications are up to date and have been sent to Gymnastics Ireland Office.

### ACROBATICS

For all **Team (ATT)** Competitions a minimum of 2 Judges per club is required for **all** sessions throughout the day of the competition.

For all other competitions, clubs who have 5 or less partnerships competing during any one day, a minimum of 1 Judge is required for **all** sessions of the competition.

For clubs with up to 10 partnerships competing in the one day, they are required to have 2 Judges for **all** sessions or 1 Judge and 1 Official.

For clubs with more than 10 and up to 20 partnerships, 3 Judges will be required for **all** sessions on that day or 2 Judges and 1 Official.

For clubs with more than 20 partnerships competing in one day, 4 Judges will be required for **all** sessions on that day or 3 Judges and 1 Official.

**MEN'S ARTISTIC**

Clubs who 5 or less gymnasts competing in one day, a minimum of 1 Judge is required for ALL subdivisions throughout the day.

Clubs who have 6 or more gymnasts competing in one day, a minimum of 2 Judges is required for ALL subdivisions throughout the day.

**RHYTHMIC**

*For AA & Apparatus only*

Clubs who have 5 or less gymnasts competing in one day, a minimum of 1 Judge is required for ALL subdivisions throughout the day.

Clubs who have 6 to 20 gymnasts competing in one day, a minimum of 2 Judges are required for ALL subdivisions throughout the day.

Clubs with more than 20 gymnasts competing in one day, a minimum of 3 Judges are required for ALL subdivisions throughout the day.

**TRAMPOLINING**

For all competitions, clubs who have 5 or less gymnasts competing during any one day, a minimum of 1 Judge is required for all sessions of the competition.

For clubs with up to 15 gymnasts competing in one day, they are required to have 2 Judges for all sessions and 1 Official.

For clubs with more than 15 and up to 25 gymnasts, 3 Judges will be required for all sessions on that day and 1 Official. •  
For clubs with more than 25 gymnasts competing in one day, 4 Judges will be required for all sessions on that day and 1 Official.

**TUMBLING**

For all competitions, clubs who have 5 or less gymnasts competing during any one day, a minimum of 1 Judge is required for all sessions of the competition.

For clubs with up to 15 gymnasts competing in one day, they are required to have 2 Judges for all sessions and 1 Official.

For clubs with more than 15 and up to 25 gymnasts, 3 Judges will be required for all sessions on that day and 1 Official.

For clubs with more than 25 gymnasts competing in one day, 4 Judges will be required for all sessions on that day and 1 Official.

**WOMEN'S ARTISTIC**

Clubs who have 5 or less gymnasts competing in one day, a minimum of 1 Judge is required for ALL subdivisions throughout the day.

Clubs who have up to 20 gymnasts competing in one day, a minimum of 2 Judges are required for ALL subdivisions throughout the day.

Clubs with more than 20 gymnasts competing in one day, a minimum of 3 Judges are required for ALL subdivisions throughout the day.

**\*\* Note -** If for example a club has gymnasts competing in Subdivisions "A" & "C" but doesn't have any gymnasts competing in Subdivision "B" on the day, they must still provide the relevant number of Judges for the ENTIRE DAY. The Judge can change in each subdivision but the names of the Judges for each subdivision must be detailed in the 'Judges' form which is submitted to GI in advance of the competition.

### **GymSTART Challenge**

A minimum of 2 Assessors per Club are required for each event.

Assessors do not need a formal judging qualification but do need to be familiar with the GymSTART Challenge Routines and be capable of organising and communicating with groups of gymnasts.

Assessors must

- be a registered member of Gymnastics Ireland
- be a minimum of 16 years of age
- have valid Garda Vetting or AccessNI
- have up-to-date Safeguarding training
- wear suitable assessor attire – smart casual, in navy or black (similar to judging attire)

### **GymSTART Floor and Vault Competition**

Each club must provide qualified judges. Judging fines will be incurred as per rule 7.7 in this National Competition and Events Policy.

The number of judges required per club is as follows:

- 1 - 5 gymnasts per day - 1 judge
- 5 - 20 gymnasts per day - 2 judges
- 21 + gymnasts per day - 3 judges

Judging Qualifications:

All judges must;

- Hold a WAG or MAG Level 1 or above judging qualification **OR**
- Hold the new GymSTART Judging Qualification\*

PLEASE NOTE: \*All current Acro, RG, TRA and TUM judges must complete the GymSTART Judging course and exam (both online). Brevet judges in these disciplines are required to attend the course only. For new judges, this GymSTART judging qualification qualifies judges to judge at the GymSTART Floor and Vault Competition only.

**In addition, all GymSTART judges must:**

- be a registered member of Gymnastics Ireland
- be a minimum of 16 years of age
- have valid Garda Vetting or AccessNI
- have up-to-date Safeguarding training

### **JumpSTART**

Each club must provide qualified judges. Judging fines will be incurred as per rule 7.7 in this National Competition and Events Policy.

Judges must be provided for EACH discipline that the club is taking part in.

The number of judges required per club is as follows:

- 1-10 individuals (or 1-10 partnerships for Acro) = 1 judge required
- 11+ individuals (11 + partnerships for Acro) = 2 judges required

**PLEASE NOTE:** The above judge requirements are **PER DISCIPLINE**. For example, if a club has 5 gymnasts in Rhythmic, 5 gymnasts in Tumbling, and 5 partnerships in Acrobatics, the club require 3 judges, one per discipline. These judges need to hold a qualification in that discipline. All levels of judging qualification are accepted.

**In addition, all JumpSTART judges must:**

- be a registered member of Gymnastics Ireland
- be a minimum of 15 years of age
- have valid Garda Vetting or AccessNI

- have up-to-date Safeguarding training

## **THE FLOOR**

No judges are required for this event.

7.6 A Fine of €50 may be applied if a club does not advise Gymnastics Ireland of the names & qualifications of their proposed Judges/Assessors for the competition/event by the specified deadlines for each discipline.

*7.7 If a club does not supply the relevant no. of Judges / Assessors or a nominated Judge / Assessor does not attend the event and the club does not arrange for a suitably qualified judge to replace him / her, then a fine of €220 per judge as outlined in each discipline above will be imposed.*

7.8 Clubs that have any outstanding bills from previous years will not be allowed to enter events.

7.9. Once a gymnast is entered into an event, a refund will not be issued unless the reason is due to illness or sickness which must be confirmed by evidence of a medical cert from a qualified medical professional (Doctor or Physio) to Gymnastics Ireland.

7.10. All fines are payable by the Club

\*Please see Section 17 – “Summary of Fines” - Page 5.

## **8. Eligibility to compete at National Series Events**

8.1 The rules regarding eligibility to compete at FIG and Non-FIG level at National events are outlined in rule 11 in the Gymnastics Ireland [Rules and Regulations](#).

## **9. Trialing at National Series Events**

9.1 National Series Events may be used as trials in line with the International Selection Policy with the agreement of the Performance & Technical Manager.

## **10. Submission of Floor Music**

10.1 All clubs will be contacted prior to each event with detailed instructions as per music submission requirements. Prior to each event you will be sent a list of track file names (e.g. '001 Mary O'Brien'), which must be used as the file names for the relevant music submissions. Files must be sent in mp3 format and will be submitted via Dropbox.

10.2 Clubs must bring music backup to the competition and retain same in their possession in the event there is a problem with the master copy of the gymnast's music. This backup should also be in mp3 format and kept on a memory/USB stick. We do not have the capability to play CD's.

10.3 Incorrectly labelled music may incur a fine of €5 per gymnast.

10.4 A fine of €50 (per gymnast) may be applied to the club for late submission of music. The club will not be allowed to participate in the event until the fine has been paid.

## **11. Event Attire**

11.1 – Attire for all GI National Series Events, GymSTART Events & Trials as per rule 15 in Rules & Regulations General Rules & Policy [click here](#), National Events & Competitions Policy Appendix 1 and section 10.1 of the Judging policy 2022-2024 Judging Policy [click here](#)



## 12. Coaches, Chaperones, & Assistants

*It is the responsibility of the Club to ensure that all appropriate Safeguarding procedures are adhered to by Coaches, Chaperones, and Assistants*

### Coaches

12.1 The qualification level of coaches at National events and the behavior expected are detailed in section 3 (viii) of the Gymnastics Ireland [Coaching Policy](#).

12.2 Coaches are responsible for their gymnasts at events and should ensure an adequate number of coaches & chaperones are present to supervise their gymnasts.

12.3 Coaches should ensure parents are aware of gymnast drop off and collection point in advance of any event as per GI floor plan.

12.4 It is a coach's responsibility to register their gymnasts at an event or ensure an accredited chaperone registers their gymnasts at a national event.

12.5 Coaches cannot carry out their role unless they have been vetted by their clubs via their Club Children's Officer.

- ROI: The club ensures that the E-vetting invitation & ID Validation form is completed and forwarded to GI Policy Welfare Manager with the appropriate ID as per GI procedures:-
  - <https://www.gymnasticsireland.com/about/structure-policy/garda-vetting>
- NI: The club ensures that the AccessNI process is carried out as per the procedures outlined at:-
  - <https://www.gymnasticsireland.com/about/structure-policy/accessni>

### Chaperones

12.6 To ensure our Events run in a smooth and efficient manner, many people are required including Coaches, Judges, Assessors, and Gymnastics Ireland Events Team.

In addition to these roles, we also require Chaperones to act as helpers at our events.

As part of any event, Chaperones have a very important role to play for their club to ensure that the gymnasts from their club have a happy and safe event, and also that the event runs smoothly.

Chaperones are at the event in an organisational capacity only and therefore are not allowed on the main performance floor or to coach gymnasts at any time.

Clubs nominate Chaperones in advance of any event and the following criteria must apply for all chaperone nominated;

- Registered member of Gymnastics Ireland
- Be aged 18 years or older
- Submit a vetting application & must successfully complete the Garda/AccessNI vetting process via their club prior to the event
  - ROI Vetting - [Garda Vetting \(gymnasticsireland.com\)](https://www.gymnasticsireland.com/about/structure-policy/garda-vetting)
  - NI Vetting - [AccessNI \(gymnasticsireland.com\)](https://www.gymnasticsireland.com/about/structure-policy/accessni)
- Complete Safeguarding Training (the minimum requirement for any chaperone is completing the Sport Ireland **Safeguarding 1 Refresher Module** - [Safeguarding \(gymnasticsireland.com\)](https://www.gymnasticsireland.com/about/structure-policy/safeguarding). Evidence of completion certificate must be included when being nomination by a Club for an Event
- Complete GI Code of Conduct - [Chaperone Code of Conduct](#)

### Assistants

#### Assistant Role Requirements:

- Must be 16 or 17 years old at the time of the event. *If aged 18 or over, Gymnastics Ireland members must register for the 'Chaperone' role*
- Must be under the supervision of an adult member from their club at all times
- Must be a registered GI member (Student Under-18 category only)

- Must have valid Garda Vetting or AccessNI
- Must have up-to-date Safeguarding training
- Parents/guardians must complete the GI consent form prior to any event

#### Assistant Role Explained:

- This role is for GymSTART Challenge & GymSTART Competition events only.
- This is strictly a **non-coaching position**. Assistants are not permitted to have any direct coaching involvement in gymnast routines.
- Assistants must operate in an organisational capacity only. They are permitted to support coaches with the preparation/organisation of gymnasts in the mixed zone & field of play only.
- Assistants must collect their official Gymnastics Ireland bib/vest at registration. This will act as their accreditation for the event and must be worn at all times.
- Any candidate with GymSTART Foundation qualification (aged 16 and above) can apply for the Assistant role.

### 13. Registration and Accreditation

13.1 Gymnastics Ireland requires that all clubs register their gymnasts at the event at the time allocated in the event schedule. Failure to register gymnasts will prohibit gymnasts from taking part.

13.2 Gymnastics Ireland will operate an accreditation process at each event to ensure only authorised persons are permitted on the field of play and in warm-up or other designated event areas.

13.3 Coach accreditation – only coaches who hold the required valid coaching qualification as per the coaching policy will gain accreditation. See the [Coaching Policy](#) for more information.

13.4 Chaperones accreditation – only chaperones who have been pre-registered for the event by their club using their Gymnastics Ireland membership number will gain accreditation.

13.5 Coaches/accredited chaperones should have ID with them at accreditation as same may be requested for verification purposes.

13.6 Spectators, parents and any other non-accredited persons will not be allowed on the Field of Play and in the warm-up area or any other designated areas.

13.7 The accreditation process will be coordinated and administered by the Gymnastics Ireland Event Team.

13.8. Access to the Field of Play and warm-up/other designated areas will be controlled by the Gymnastics Ireland security team & event management team.

### 14. Event Photography

14.1 Official event photographers may be present at Gymnastics Ireland events.

14.2 Images taken at the events may be available to purchase in a designated area at the event or online directly from the event photographer's website after the event. Images taken by GI media team will be available on GI social channels.

14.3 Gymnastics Ireland has the right to use any photographs or videos of anyone participating in Gymnastics Ireland events for marketing and PR purposes whether they are gymnasts, coaches, judges, assessors, chaperones or spectators.

### 15. Medals and trophies

15.1. Gymnastics Ireland will supply medals / trophies for all National events run by Gymnastics Ireland, as required.

### 16. Funding of Events

16.1. In the absence of direct funding allocated to events, Gymnastics Ireland events are to self-fund.

16.2. Entry fees are set in accordance with a financial model to support each event.



## 17. Summary of Fines

Section	Summary of Fine	Amount
6.6	A Fine may be applied if the Team Start Order Form is not sent to the GI Office by 5pm on the Monday before the scheduled competition date.	€50 (per team)
7.1	<u>Entries</u> Late entries will be accepted until the late entry deadline date (i.e. 5 weeks before the event date). Late entries will be subject to a fine per gymnast .	€50 (per gymnast)
7.3	Substituting the name of a gymnast on a team in a team event / competition with another gymnast already entered in the event will be permitted up to & including the day of the event but will incur a fine. A fine will not be imposed if the gymnast is being substituted because of illness or injury, however, this must be confirmed by evidence of a medical cert from a qualified medical professional (Doctor or Physio) to Gymnastics Ireland.	€30 (per substitution)
7.4	Any changes made to the Level / Age Group of a gymnast after the passing of the entry deadline will incur a fine.	€50 (per change)
7.6	<u>Judges/Assessors</u> A Fine may be applied if a Club does not advise the office of the names & qualifications of their proposed Judges/Assessors for the event within 3 days of the schedule / rotations being issued to clubs.	€50 (per event)
7.7	If a club does not supply the relevant no. of Judges/Assessors / a nominated Judge/Assessor does not attend the event and the club does not arrange for a suitably qualified judge to replace him / her, then a fine of €220 per judge / per competition / event /subdivision per day / part of a day will be imposed (whichever is relevant to the discipline as set out in section 7).	€220 (per judge/assessor or per day or part of a day)
10.3	<u>Music</u> Incorrectly labelled music may incur a fine.	€5 per gymnast
10.4	A fine may be applied to a club for the late submission of music.	€50 per gymnast

## Appendix 1 - National Competitions & Events Policy

(see also Rule 15 - Rules & Regulations & Section 11 National Competitions & Events Policy)

*From 2023 onwards, the shorts and leotard should match (i.e. be the same colour)*

The following rules will apply to all GI National Series Events, GymSTART & Trials.

- Gymnasts may wear tight gymnastics shorts (see examples). The shorts should be the same design / colour as the leotard and should respect the FIG Publicity Rules regarding logos, advertising & sponsorship.
- Gymnasts may wear alternative attire in accordance with their particular faith, belief or religion (including head coverings) with the provision that the highest standards of safety are upheld. (see examples below)

### EXAMPLES

Suitable Leotard



Suitable Leotard



Unsuitable Leotard



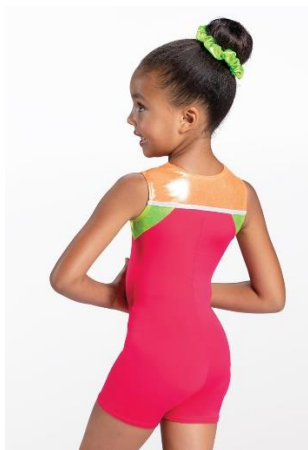
Unsuitable Leotard



Suitable Unitard



Suitable Unitard



Suitable Unitard



Unsuitable Unitards



Suitable Leg Coverings



Suitable Leg Coverings



Unsuitable Leg Coverings



Unsuitable Leg Coverings



Unsuitable Leg Coverings



Suitable Shorts



Suitable Shorts



Suitable Shorts



Suitable Shorts



Unsuitable Shorts



Unsuitable Shorts



Suitable Head Coverings



Suitable Head Coverings



Unsuitable Head Coverings





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