

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

3. Technical specifics of events

3.1. The technical specifics of events will be publicised in the discipline section of the Gymnastics Ireland website.

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 The Events Logistics, PR & Marketing Manager will produce an Events Plan containing all relevant logistical information which will be submitted to the Events Team for review one week prior to the event.

6. Event Information/Entries and Deadline

Event Information

6.1. Announcement of dates – Gymnastics Ireland's Performance & Technical Manager & Participation Manager will seek to set the calendar annually and release general information at the start of the calendar year (i.e. competition/ event, date, venue).

6.2. Specific event information will be published online on the Gymnastics Ireland website. Clubs, Coaches, Gymnasts and Parents should refer to Gymnastics Ireland social media and website posts leading up to an event for relevant information.

Entries/Deadlines

6.3. 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.

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

6.5 For Team Competitions, the relevant Team Start Order Form (which is available online) 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.

6.6 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.

6.7 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 doctor's certificate 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** within 3 days of the schedule / rotations being issued. They must advise the GI Office (via the completion of the confirmation of judges Form") of the names & qualifications of their proposed judges for the event.

ACROBATICS

A minimum of 2 Judges per Club are required for each competition.

MEN'S ARTISTIC

A minimum of 2 Judges per Club are required for each competition.

For Clubs who have only 1 gymnast in a competition, a minimum of 1 Judge is required per Club.

RHYTHMIC

A minimum of 2 Judges per Club are required for each competition.

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 the 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 the 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.

GymSTART Competition

Each club must provide qualified judges (fines as per competitive events) – all level of qualification welcome for Women's Artistic, Men's Artistic and Acrobatics. Trampoline, Tumbling & Rhythmic judges may be used as developmental judges.

- 1-10 gymnasts – 1 judge
- 11-40 gymnasts – 2 judges
- 41 + gymnasts – 3 judges

As part of judging development, clubs may submit 'developmental Judges' as part of their entry (in addition to the qualified judges) who fulfil the following:

- Be a member of GI
- Be over the age of 16
- Have been Garda Vetted, with Safeguarding completed
- Have a genuine interest in judging
- May have done a course & is awaiting the exam
- Is planning on doing a course soon (*new GymSTART judging course TBC)
- Is confident & very familiar with the routines & skills

THE FLOOR

No judges are required for this event.

7.6 A Fine of €50 may be applied if a Club does not advise the office of the names & qualifications of their proposed Judges/Assessors for the competition/event within 3 days of the schedule / rotations being issued to clubs.

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 doctor's certificate 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

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

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 agree a handover point with parents to collect gymnasts prior to the event and after the event.

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:-
 - <http://www.gymnasticsireland.com/structure-policy/garda-vetting>

- NI: The club ensures that the AccessNI process is carried out as per the procedures outlined at:-
 - <http://www.gymnasticsireland.com/structure-policy/access-ni>

Chaperones

12.6 Chaperones can be anyone from a club, as long as they are a member of GI, have completed all the relevant Safe Guarding and Garda Vetting/ Access NI processes and aged 18 years of age or over.

Please see Chaperone Code of Conduct for further information

[Chaperone Code of Conduct](#)

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](#) Section 3 (viii) for detailed 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 unless acting as a volunteer and as such is instructed to do so by a member of the Gymnastics Ireland Event Team.

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
6.5	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.	€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 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