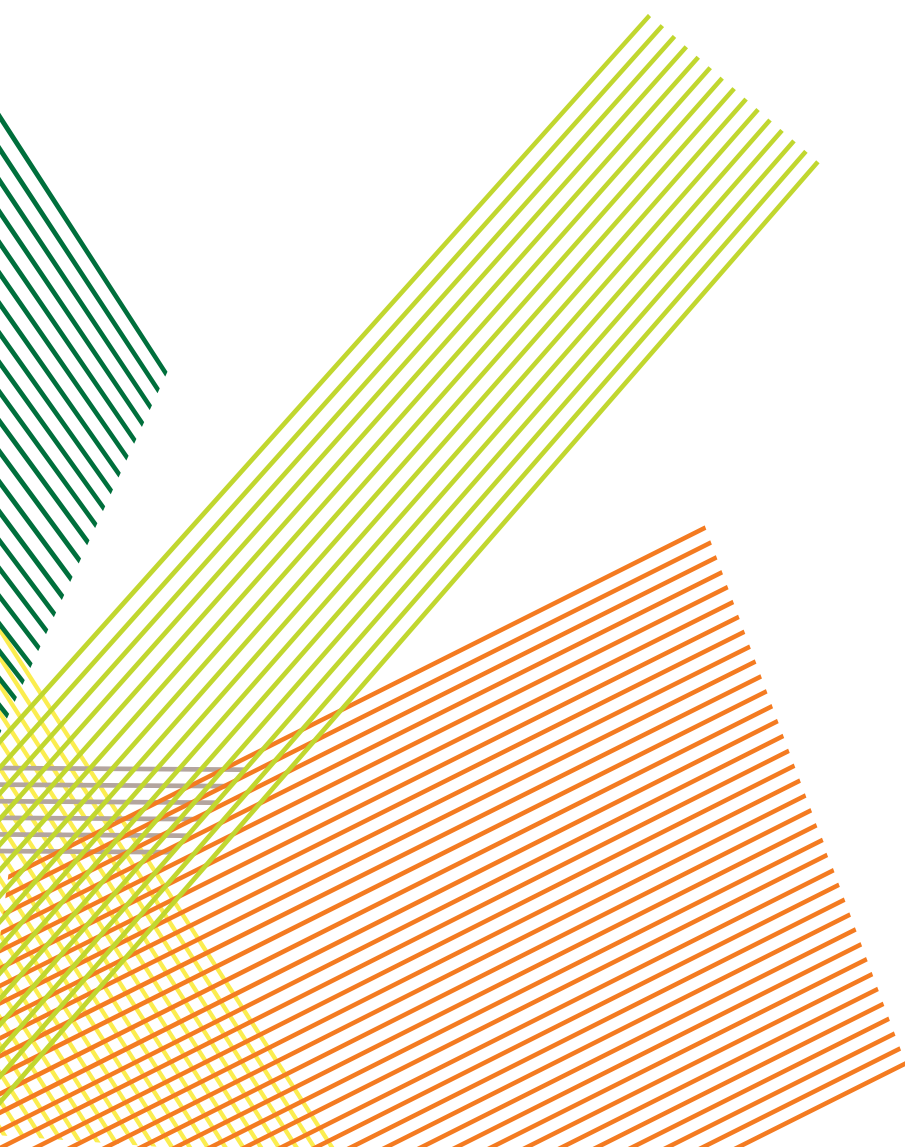




IRELAND



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 competitions/events. **Please note, this policy does not apply to Gymnastics Ireland participation events**

2. Definition of events

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

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 Marketing & Events 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.

4. National Events Team

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

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

5. Event Plan

5.1 The Events 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 will seek to set calendar annually and release general information at start of calendar year (i.e.

competition, date, venue).

6.2. Specific event information will be published online on the Gymnastics Ireland website. Clubs, Coaches, Gymnasts, Parents and Volunteers 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 on the correct entry form will be accepted. National discipline entry forms will be available online.

6.4. Entries received in any other format will not be accepted. Incomplete or incorrect entry forms will not be processed and will be returned for correction and will not be accepted until in order.

6.5. For team events, the relevant Team Start Order List Form should be completed and submitted by the competition entry deadline. Changes to the Start Order List are permitted up to 24 hours prior to the commencement of the relevant Event programme

6.6. Standard entry deadline for events is 6 weeks prior to event. 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 competition 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, Volunteers

7.1. Late entries will be accepted until the late entry deadline date and will be subject to a €50 fine per gymnast/team to the club. The late entry deadline will be one week after the standard entry deadline unless stated otherwise on entry form.

7.2. No entries will be accepted after 5pm on the late entry deadline. Late Entries will not be accepted until receipt of the fine.

7.3. Substitutions on the day before or on the day of competition will incur a €30 fine.

7.4. Any changes made to competition entries received after the deadline date will be subject to a €50 fine per gymnast (this includes entering gymnast in wrong level or age group).

7.5. Clubs entering any National Competition must supply two judges per day. Failure to provide two judges prior to the competition will incur a fee per judge/per day of €220.

7.6. Failure of each of the nominated judge/per day to attend the event or failure to get a suitable replacement will also incur a fee per judge/per day of €220.

7.7. A late fee of €50 will be applied if judge's name and qualifications are not declared on the entry form at the time of submission. Clubs that fail to pay fines will not be allowed to enter the event.

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 to 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. Clubs entering any National Competition must supply two volunteers for each full day of competition. Failure to provide a volunteer per day will incur a fee of €100 per volunteer. A late fee of €30 will be applied if volunteer's names are not declared on the entry form at the time of submission.

*Please see 18. Summary of Fines, page 6.

8. Eligibility to compete at National 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 Events

9.1 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. Music should be submitted as per each event requirements in the format specified by deadline of 2 weeks prior to event.

10.2. Clubs must bring music backup (CD) to be submitted at event accreditation.

10.3. Incorrectly labelled music will be fined at €5 per gymnast. Labelling of the music should be on the actual CD (Not the CD case).

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

11. Competition Attire

11.1 Attire for events as per rule 17 in Rules and Regulations
<http://www.gymnasticsireland.com/structure-policy/general-rules-and-policy>

12. Coaches

12.1. The qualification level of coaches at National events and the behaviour 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 adequate numbers of coaches and 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 complied with the legal requirements for vetting in ROI (Garda Vetting) & NI (Access NI)

12.6 Use of electronic equipment on the competition floor is strictly prohibited, this includes cameras.

13. Volunteers

13.1 Clubs entering any National Competition must supply two volunteers for each full day of competition. Volunteers will be supervised and directed at the event by the Gymnastics Ireland Events Team.

13.2 Volunteers will be event team personnel members for each full day of competition and must be available to work in this position all day.

13.3 Anyone working as a volunteer at a Gymnastics Ireland event may be required to undergo training or attend a team meeting prior to the event.

13.4 Anyone working as a volunteer will be required to sign up to a Code of Conduct for the Event.

13.5 All personnel will be expected to adhere to the principles of the Gymnastics Ireland Code of Ethics & Good Practice for Youth Sport (including signing a Volunteer Code of Conduct).

14. Registration and Accreditation

14.1. 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 competing.

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

14.3. 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.

14.4. Coaches will be required to bring ID to events to complete accreditation.

14.5. Spectators, parents and any other non-accredited persons will not be allowed on the competition floor and in warm-up 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.

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

14.7. Access to the competition floor and warm-up/other designated areas will be controlled by the Volunteer Coordinator through the event marshals.

15. Event Photography

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

15.2 Images taken by the event photographer may be available to purchase in a designated area at the event or online directly from the event photographer's website after the event.

15.3 Any spectator or coach in the competition arena wishing to take photographs or videos must sign the camera sign-in sheet at the admissions desk.

15.4 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 or spectators

16. Medals and trophies

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

16.2. A €100 fine will be imposed on clubs who fail to return trophies from the previous year, if relevant.

17. Funding of Events

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

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

18. Summary of Fines

| Section | Summary of Fine | Amount |
|---------|--|-------------------|
| 7. | <u>Entries</u> | |
| 7.1 | Late entries will be accepted until the late entry deadline date and will be subject to a fine per gymnast/team to the club | €50 |
| 7.3 | Substitutions on the day before or on the day of competition will incur a fine. | €30 |
| 7.4 | Any changes made to competition entries received after the deadline date will be subject to a €50 fine per gymnast (this includes entering gymnast in wrong level or age group). | €50 |
| 7. | <u>Judges</u> | |
| 7.5 | Clubs entering any National Competition must supply two judges per day. Failure to provide two judges prior to the competition will incur a fee per judge/per day of €220. | €220 |
| 7.6 | Failure of each of the nominated judge per day to attend the event or failure to get a suitable replacement will also incur a fee per judge per day of €220. | €220 |
| 7.7 | A late fee of €50 will be applied if judge's names are not declared on the entry form at the time of submission. | €50 |
| 7. | <u>Volunteers</u> | |
| 7.9 | Clubs entering any National Competition must supply two volunteers for each full day of competition. Failure to provide a volunteer per day will incur a fee of per volunteer of €100. | €100 |
| 7.10 | A late fee of €30 will be applied if volunteer's names are not declared on the entry form at the time of submission. | €30 |
| 10, | <u>Music</u> | |
| 10.3 | Incorrectly labelled music will be fined at €5 per gymnast. | €5 per Gymnast |
| 10.4 | A fine of €50 will be applied to the club per gymnast for late submission of music; the club will not be allowed to participate in the event until the fine has been paid. | €50 |