

Work Plan

Women's Artistic Gymnastics

Classic Challenge Championships 2022

Surrey Sports Park, Guildford

10th-11th December

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Version History

Version 1 published on 17/11/2022

Coronavirus (COVID-19)

Despite the lifting of all Government restrictions in a move to the 'Living with COVID' plan, event attendance still has an inherently higher risk of transmission and contraction of the Coronavirus (COVID-19). In a bid to keep gymnasts, coaches and officials as safe as possible we would ask that if you have tested positive for COVID 19 or are displaying symptoms that you stay at home.

All attendees, participants, officials and spectators, should be aware of the increased risks associated with attending an event, and make a judgement based upon their individual circumstances relative to the risk of attendance.

Hand sanitizer will still be provided throughout the venue and mask wearing will be welcome.

Venue Information

Directions

Surrey Sports Park, University of Surrey, Richard Meyjes Road, Guildford Surrey, GU2 7AD

Car Parking

Parking is available free of charge at Surrey Sports Park. Please note failure to park inappropriately will breach the parking regulations covering the car parks and unfortunately vehicles may be ticketed. British Gymnastics will not be responsible for any parking tickets issued.

Venue Entrance

Please use the main entrance at Surrey Sports Park and follow British Gymnastics signage to the arena entrance.

Team managers and/or coaches should arrange a suitable meeting point with gymnasts and parent/guardians prior to arrival at the venue to ensure all minors are always appropriately supervised. The meeting point should be external to the venue as the entrance for spectators may differ from the entrance for gymnasts and coaches and to avoid congregating within the venue.

Gymnast Seating

Accredited gymnasts and coaches who wish to watch the competition may sit in the allocated delegation seating. Please respect this request and do not sit in any other area during the competition.

Health & Safety

Security Provision

Security checks will not be completed by venue security staff upon arrival for spectators & participants.

Emergency procedures

There are no planned rehearsal or practice alarms scheduled during the event. In the event of an alarm sounding evacuation procedures must take place as per the details below.

The emergency muster point is: **Coach bay area**

All event attendees should follow the directions of the venue staff and/or Event Manager to make their way calmly to the nearest emergency exit. Upon arrival at the muster point, a roll call will be completed by the following individual.

Event Officials: Event Manager and/or Event Coordinator

Judges: Judge Coordinator

Volunteers: Volunteer Manager or the designated Volunteer Team Leader

Gymnasts & Coaches: The Team Manager/Lead Coach is responsible for ensuring the safe exit and, upon arrival at the muster point, completion of a roll call for all gymnasts and coaches in their team/club.

Spectators & members of the public should follow the venue staff's direction and make their way calmly to the nearest exits.

In the event of missing persons, a venue fire marshal must be notified. Do not, in any circumstances, return to the building.

Medical Provision

A physiotherapist will be available in the designated medical area within the venue. Treatment will be accessible by all accredited gymnasts who sustain an injury at the event. The medical team are not available 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 British Gymnastics appointed medical officer as to the gymnast's health, medical status, and their ability to compete at the event is absolute and final.

Welfare Officer

British Gymnastics are striving to create a gymnast centred sporting environment and as such hold the welfare and safety of the participants as a paramount consideration.

An experienced welfare officer will be attending this event to continue to promote a safe and friendly environment for all our participants.

A confidential meeting room will be available if a more private environment is required.

Tickets

Ticket Allocations

All entered gymnasts will be provided with a ticket for the entire competition through their accreditation pass. Gymnasts who withdraw from the competition are eligible to collect a spectator wristband to spectate at the event but will not have access to the Field of Play or Warm Up areas.

Accredited coaches will be provided with a spectator wrist band.

Ticket Purchase

Tickets will be available to purchase from the British Gymnastics Official Shop by visiting <https://www.british-gymnastics.org/shop/catalog/category/view/s/tickets/id/13/>

Tickets will not be available 'on the door' but can be purchased, in the lead up to and throughout the event, online at the following ticket prices:

Ticket Type	Members	Non-Members
Adult	£15.50	£17.50
Concession*	£12	£14

*U16s and Over 65

Accommodation & Transport

Please note only event officials are provided with accommodation and transport; all of which will be informed accordingly. All gymnasts and coaches are responsible for arranging their own accommodation and transport.

Accreditation

British Gymnastics Accreditation Desk

Registration Desk, Warm up hall entrance

Each **gymnast, coach, judge and official** will need to register and collect their accreditation individually. Failure to register will result in the individual being removed from the competition floor.

All changes to the nominated coaches submitted on the online entry must be submitted to the National Competition Organiser no later than **Thursday 8th December at 12:00 noon** and have a valid British Gymnastics membership, DBS and Safeguarding certificate along with the required coaching qualification for their gymnasts' routines. Any coach not submitted to the competition organiser prior to the deadline date will not be accredited to coach at the event. Should there be a necessity for membership renewal prior to the event, please ensure this is addressed in good time to ensure your membership has been updated. It is advised that membership fees are paid by BACS or credit/debit card to ensure payment is received in time for the competition.

Accreditation must be worn by all club members at all times as it identifies where access is permitted at the venue.

Accreditation is non-transferable. Anyone found offering their accreditation to another person in order that they may gain access to access-controlled areas will have their accreditation withdrawn and they will take no further part in any activity in the event.

Babies and Young Children

In the interests of safety, for the smooth running and professional presentation of the Event, babies and young children are not permitted to enter the warm up hall or field of play, even if they are being supervised by an adult.

Technical Information

Technical Briefing

The Technical Briefing for the WAG Classic Challenge Championships 2022 will take place at the times listed below: One representative from each region must be present.

Saturday 10 th December		Sunday 11 th December	
Round	Time	Round	Time
1	08:35	6	08:20
2	10:00	7	10:30
3	12:00		
4	14:30	8	13:00
5	16:30		

Judges Meeting

Specific information related to the judges meeting and computer scoring instruction will be confirmed to judges in the Officials Guide.

Apparatus Specification

The apparatus will be provided by Gymnova. All apparatus is to FIG specifications plus modifications.

Chalk bowls will not be provided. If required, gymnasts should bring their own personal chalk. Chalk should not be shared.

Gymnast Withdrawals & Non-Participation Fee

Should a gymnast be withdrawn, for whatever reason, the region/club or coach must inform the Competition Organiser and Events Team via email up to the close of registration for the relevant session. Withdrawals will only be accepted by email.

Failure to inform the Events Team and Competition Organiser as laid out above and in the Competition Handbook will result in a non-participation fee being charged. Full details can be found in the Women's Artistic Gymnastics Competition Handbook 2022

£25 – Individual/Pair

£50 – Trio/Group/Team

Registration

Registration Desk – Main Arena. Registration will must be completed at the times listed below.

Saturday 10 th December			Sunday 11 th December		
Round	Time	Location	Round	Time	Location
1	08:00-08:30	Warm Up Hall	6	07:50-08:20	Warm Up Hall
2	09:15-09:45	Warm Up Hall	7	10:00-10:30	Warm Up Hall
3	11:30-12:00	Warm Up Hall			
4	14:00-14:30	Warm Up Hall	8	12:30-13:00	Warm Up Hall
5	16:00-16:30	Warm Up Hall			

Music Submission

All music must be uploaded to British Gymnastics GymNet by **Friday 2nd December by 12:00 noon.**

Instructions can be found in **Appendix 1**. Late submission of music will attract a fee of £20.00 per gymnast.

Supervising coaches should carry a backup copy of all music files (contained within a USB storage/flash drive) which would be used in the event of any technical issues with the music submitted. Each track on the USB drive must be in MP3 format and clearly labelled with the following format: Name – Club – Age Group

If you have any problems with your submission, please contact the British Gymnastics Events Department on 03451297129 ext. 2396.

Anti-doping

At national events testing is undertaken by UK Anti-Doping (UKAD) in coordination with British Gymnastics.

Gymnasts can be selected randomly or targeted whilst competing in the UK or internationally. If selected, a gymnast will be required to provide a urine sample of at least 90ml. On occasions UKAD may use blood samples in which case qualified testing personnel will conduct this procedure.

Gymnasts are advised to take an 'advocate' with them into the testing station. This could be a member of their medical team, a coach, or a parent. Gymnasts are required to declare all medications taken within the preceding 7 days.

Parents, coaches, and gymnasts are encouraged to regularly check any medication throughout the year via Globaldro - www.globaldro.com - . Gymnasts can search particular brands of medications or for specific ingredients.

Gymnasts, coaches, and support personnel can also check the status of medications by using either the Drug Enquiry Line on +44 (0) 800 528 0004 or by emailing information@ukad.org.uk

For further information on British Gymnastics Anti-Doping Policy, please find the full policy in **Appendix 2** or visit <https://www.british-gymnastics.org/technical-information/performance-gymnastics/anti-doping>

Competition Details

Competition Timetable

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 Women's Artistic Gymnastics Technical Committee reserve the right to alter the competition schedule, the grouping of gymnasts and/or running order of performances as may be deemed necessary by the Organiser or authorised officials.

Saturday 10th December

	Round 1 Gold		Round 2 Gold		Round 3 Silver		Round 4 Silver		Round 5 Silver	
	Time	Note	Time	Note	Time	Note	Time	Note	Time	Note
Registration Opens	8.00		9.15		11.30		14.00		16.00	
Registration Closes	8.30		9.45		12.00		14.30		16.30	
Technical Briefing	8.35		10.00		12.00		14.30		16.30	
Judges meeting										
General Warm up	8.45	Warm Up Area	10.40	Warm Up Area	12.40	Warm Up Area	15.00	Warm Up Area	16.55	Warm Up Area
March in & Introduction	9.00		10.55		12.55		15.15		17.10	
Warm up / Competition	9.05		11.00		13.00		15.20		17.15	
End of Round	10.55		12.30		15.15		17.10		19.05	
Judges Refreshments			12.30 13.00	Lunch				coffee & cake		
Presentations			12.40						19.15	

Sunday 11th December

	Round 6 Bronze			Round 7 Bronze			Round 8 Bronze		
	Time	Note		Time	Note		Time	Note	
Registration Opens	7.50			10.00			12.30		
Registration Closes	8.20			10.30			13.00		
Technical Briefing	8.20			10.30			13.00		
Judges meeting									
General Warm up	8.30	Warm Up Area		10.50	Warm Up Area		13.35	Warm Up Area	
March in & Introduction	8.45			11.05			13.50		
Warm up / Competition	8.50			11.10			13.55		
End of Round	11.05			13.25			15.45		
Judges Refreshments		Coffee & Cake		13.25 13.50	Lunch				
Presentations							15.55		

Working Order

Please see the accompanying WAG Classic Challenge Championships 2022 working order pdf.

Rules and Regulations

Volunteers

The Women's Artistic Gymnastics Technical Committee will act to protect any volunteers working on their behalf. All British Gymnastics Competitions operate a zero-tolerance approach to foul language or any abusive and aggressive behaviour. Anyone found to be breaking these rules will be asked to leave the competition arena and, if necessary, the Arena. Please help ensure the competition arena is a friendly atmosphere.

Inclusion and Accessibility

British Gymnastics strive to ensure our events are inclusive to all. Should you or any of your club members have any specific additional needs that may require our consideration prior to your attendance at the event please do not hesitate to contact the Events Team on events@british-gymnastics.org Please provide us with as much detail as necessary to ensure we can facilitate appropriate action so all have a positive experience.

Competition Attire

Please refer to the British Gymnastics Women's Artistic Gymnastics Competition Handbook 2022.

Inquiries

Please refer to the British Gymnastics Women's Artistic Gymnastics Competition Handbook 2022. An inquiry form can be found in [Appendix 3](#).

Tie Breaks

Please refer to the British Gymnastics Women's Artistic Gymnastics Competition Handbook 2022.

Scoring and Result

Scoring and results are provided by BG Score.

Live scores from the event can be viewed using the 'BG Score' app for iOS and Android which is free to download from the iTunes and Google Play stores.

Instant video replay of the routines will be available via the iOS app subject to technology facilities at the venue.

You can also 'Like' BG Score on Facebook (<http://www.facebook.com/BGScore>) for information and scores during the event and follow @BGScore on twitter to receive score tweets.

PDF results can be found during and after the event by searching for the event using 'Find an Event or Result' on the **British Gymnastics website** or via the BG Score Facebook page.

Presentation Ceremonies & Awards

All placed gymnasts must be present in the competition venue for the presentation ceremony at the end of the competition.

All gymnasts and coaches participating in the presentation ceremonies must march on in their club tracksuit as per the FIG World Championships regulations.

Please refer to the Women's Artistic Gymnastics Competition Handbook for the list of awards to be presented.

Media Information

Media Attendance

Representatives of the media are invited to observe. All gymnasts must be available for interviews following their session.

Official Photographer

Blueski Photography are British Gymnastics' official event photography partner, and they will be at the competition. Photographs will be available to view and purchase online following the event on the following link:

<https://blueski.instaproofs.com/gallery/#events/>

Password for entry: Challenger1

PROMOTION OFFER: Blueski will be running a discount promotion offer: 25% Discount on any purchases made on line within 1 week of the event photos being uploaded. To take advantage of this offer enter the voucher/ Coupon code: Voucher Code: Britgym22

British Gymnastics Photography Regulations

Photography and filming at this event are permitted in line with the British Gymnastics Photography Policy.

Personal photography may only take place if utilising personal equipment in public areas of the venue only.

The use of flash photography is prohibited and must not be used at any time while gymnasts are warming up or competing/performing.

For further information on British Gymnastics Photography Policy please see [Appendix 4](#) or visit british-gymnastics.org/governance

Appendices

Appendix 1

Music Upload Instructions

Music must be uploaded to GymNET via the online entry system. This will need to be done using the login details for the online enterer.

Go to the online entry page and find the event. If the online entry has closed you will still be able to access your entry to upload music.

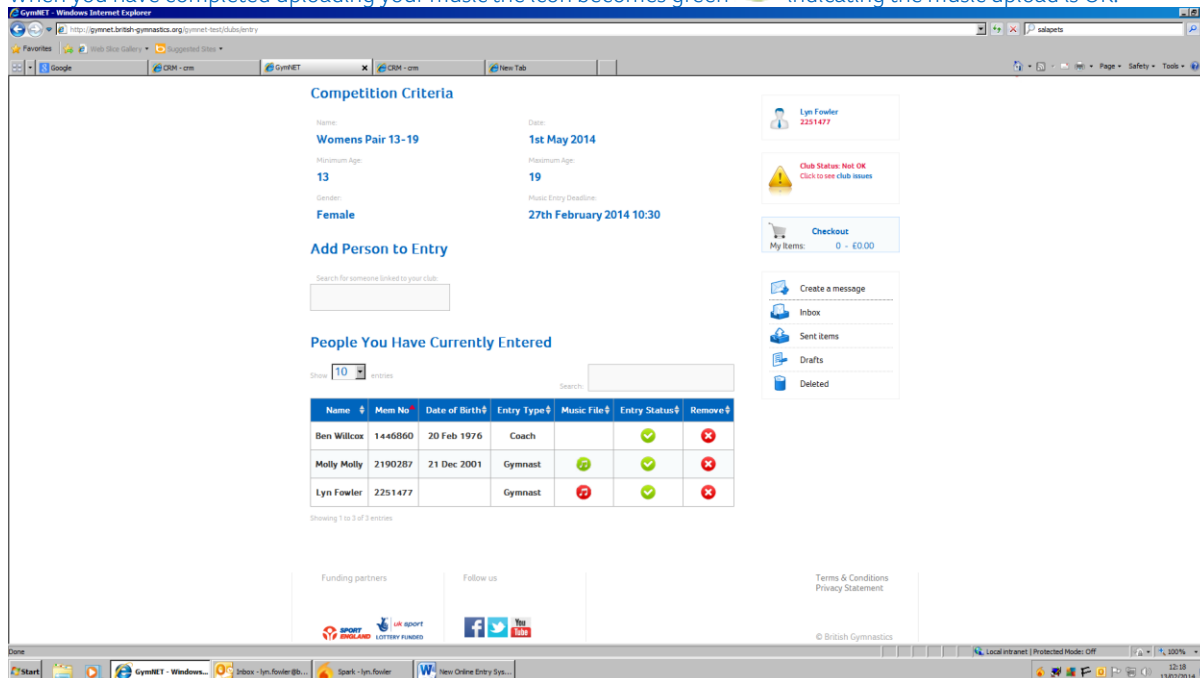
Go into the desired competition where you will find your gymnasts listed.

When you have input your gymnasts you will see this icon – .

Click on the icon and in this screen you can upload the music that this entrant will use whilst competing in this competition. You can upload a music file as long as it is one of these formats: MP3, M4A, OGG, WMA, WAV or FLAC.

After uploading a music file please confirm it is correct by using the play button to listen to the uploaded version. A file can be changed as many times as you like as long as the deadline for music upload has not passed. If this gymnast does not require a music file please tick the Music not required option.

When you have completed uploading your music the icon becomes green  indicating the music upload is OK.



The screenshot shows the GymNET online entry system interface. The main content area displays the following information:

Competition Criteria



- Name: **Womens Pair 13-19**
- Date: **1st May 2014**
- Minimum Age: **13**
- Maximum Age: **19**
- Gender: **Female**
- Music Entry Deadline: **27th February 2014 10:30**

Add Person to Entry

Search for someone linked to your club:

People You Have Currently Entered

Show entries

Name	Mem No	Date of Birth	Entry Type	Music File	Entry Status	Remove
Ben Willcox	1446860	20 Feb 1976	Coach		✓	✗
Molly Molly	2190287	21 Dec 2001	Gymnast		✓	✗
Lyn Fowler	2251477		Gymnast		✓	✗

Showing 1 to 3 of 3 entries

The interface also includes a sidebar with user information for Lyn Fowler (2251477), a 'Club Status: Not OK' warning, a 'Checkout' section showing 0 items for £0.00, and a 'Create a message' section with links to Inbox, Sent Items, Drafts, and Deleted.

Appendix 2

Drug Free Sport: Anti-Doping

The principle of fair play is a cornerstone of sport. British Gymnastics actively supports the anti-doping testing process.

The testing programme affects any elite gymnast performing at a national standard. All British Gymnastics organised events are notified to UK Anti-Doping (UKAD). Testing may take place at competitions, ('in competition') or 'out of competition' at National Squads, at home or in clubs.

If selected, a gymnast will be required to provide a urine sample and occasionally, a blood sample. Gymnasts under 16 years can be tested. Gymnasts competing in disciplines with an Age Group Competition may be tested within any of the age group categories. Consent is linked to all gymnasts with a FIG Licence, or parental consent established at the point of testing.

Gymnasts are advised to take an 'advocate' with them into the testing station. This could be a member of their medical team, a coach or a parent.

In all cases, gymnasts must declare all medications taken within the preceding 7 days. For a gymnast taking any medication, it is vital that these are checked on a regular basis and, if tested, declared. If you are competing nationally it is advisable that you check before every event. This can be done via the Globaldro website (www.globaldro.com), the Drug Enquiry Line (+44 (0) 800 528 0004) or by emailing information@ukad.org.uk

If you compete internationally, ensure you do not use alternative medications from abroad as their ingredients can differ to the UK version.

Any gymnast tested will need to know the name of the medication, the dosage and frequency, as well as state the condition it relates to. If a gymnast is currently on any medication(s) which require a Therapeutic Use Exemption (TUE) certificate, it is vital that British Gymnastics is aware of this, and to ensure TUE certification is available at the testing.

Supplements:

Diet, lifestyle and training should all be optimised before considering supplementation. Coaches and gymnasts should assess the need and consult with an accredited sports nutritionist or a doctor experienced in Sport and Exercise Medicine before using supplements. Supplements can become contaminated with banned substances during their production, which could lead to a positive finding. Under the principle of 'strict liability', it is the gymnast who is held accountable if a prohibited substance is found in a sample provided, whether intentional or unintentional.

Informed Sport is an official website that provides some information on supplements that have been batch tested: <http://www.informed-sport.com/about-informed-sport>

Prepared by Dr Chris Tomlinson

Appendix 3

Judging Inquiry Proforma

Gymnast Name		Gymnast #	
Gymnast Club			
Group and Level			
Coach making appeal			
Apparatus			

Reason for Inquiry

Response

Head Judge			
Original Score		New Score	
£25 received			

Inquiries (Women's Artistic Competition Handbook 2022 v2)

Official inquiry forms are available from the Competition Organiser and must be completed and returned to them within 4 minutes of the coach after the notification of an appeal. If necessary, a coach should register their intention to inquire by approaching the Competition Organiser before completing the form. A coach may only inquire about the D score.

The supervising coach for the club/region of the competing gymnasts places the inquiry form with the Chair of the Superior Jury.

- First inquiry: £25
- Second inquiry: £50
- Third and subsequent inquiries: £75

The placement of an inquiry form becomes a contract to pay the appropriate fee.

This fee will not be collected in cash at the event but added to the basket of the club/coach concerned, if the inquiry is not upheld.

The TC cannot accept any video or photographic analysis at an event unless an official video replay system is available on each routine and could be referred to by the Superior Jury for the benefit of every competitor.

Appendix 4

British Gymnastics Photography Regulations

Notice of filming and photography

British Gymnastics may be taking photographs and filming for the purpose of promotion and education. Footage and images may appear on our website, social media channels, publications such as our newsletters, magazine, membership packs, marketing and education materials. Footage and images may also be circulated to media organisations for publication and broadcast, provided to our sponsors and suppliers to promote their association with British Gymnastics, and provided to our delivery and event partners for promotional purposes. A list of partners can be found at www.british-gymnastics.org/partners.

Media and selected publishers may also be present to capture their own photography and footage for the purpose of sports journalism and programmes, this may also include broadcast on television or online.

Selected commercial photo providers are accredited at British Gymnastics events to take photographs of those performing or competing as a service to spectators wishing to buy images. Official photo providers can be found at www.british-gymnastics.org/partners.

We respect your right to object, if you have any concerns, please contact the accreditation/event desk and speak to a member of the British Gymnastics Events Team, official technical staff or email data.protection@british-gymnastics.org

Photography at events

Photography and filming at this event are permitted in line with the British Gymnastics Photography Policy. Personal photography may only take place if utilising personal equipment in public areas of the venue only.

Photographic or video equipment which is generally recognised as professional equipment or intended for commercial use, including but not limited to high performance DSLR or mirrorless cameras, telephoto or zoom lenses or users with multiple lenses are not considered appropriate to be used with the exception of accredited media photographers.

The use of flash photography is prohibited and must not be used at any time while gymnasts are warming up or competing/performing.

Photography or filming must not be used in a way that is inappropriate given the age of the participant, the context the image was taken in or in a way which could cause damage or distress to any individual or in any way that could bring the sport into disrepute.

If you have any concerns about images being taken, by any person, please speak to a member of the Events Team or the/an Event Welfare Officer.

Further guidance and the full British Gymnastics Photography Policy can be found online at british-gymnastics.org/governance