

Work Plan

Trampoline & Tumbling

Regional Team Finals & NDP

Qualification

Barclaycard Arena, Birmingham

17th & 18th June 2017

Version 1.2

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Version History

Version 1 published 26th May 2017

Version 1.2 published 8th June 2017

- Updates to location of British Gymnastics Accreditation Desk
- Update to Judges Meeting Times
- Updates to Tariff Sheet Submission

Venue Information

Barclaycard Arena, Birmingham

Address

Barclaycard Arena
King Edwards Road, Birmingham, B1 2AA.

Car Parking

Pay and display car parking is available at the venue on the North car park. Alternative car parking is available nearby.

Entrances

Gymnasts & Coaches

Gymnasts and coaches are required to use the designated Gymnast and Coaches Entrance, signposted at the venue as **Entrance E**.

Spectator Entrance

Spectators are required to use the designated Spectator Entrance, signposted at the venue as **Entrance F**.

A diagram of the two entrances can be found in **Appendix 1**.

Regional Desks

Each region will be allocated a desk located in the foyer area of the gymnasts and coaches entrance (Entrance E). This desk will be manned by the Team Manager who will register gymnasts upon arrival. Coaches are required to report to the Accreditation Desk, **also located in the foyer area to the right of the regional desks**, to register.

Warm-Up Hall

Gymnasts must not use the equipment in the Warm-Up Hall without a qualified coach present and must respect their schedule time as per the timetable.

It is requested that when gymnasts and coaches are not competing that they make use of the designated gymnasts and coaches seating (see below) to watch the competition, to prevent the Warm-Up Hall from becoming too congested.

Gymnast and Coaches Seating

Accredited gymnasts and coaches who wish to watch the competition may sit in the allocated delegation seating (Blocks 2 & 11). Please respect this request and do not sit in any other area during the competition.

Medical Provision

A Doctor and 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.

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 their accreditation to spectate at the event but will not have access to the Field of Play or Warm Up areas.

Coaches will be provided with an event ticket.

Please note for the day that gymnasts and coaches are not competing but wish to spectate, they will be required to report to the **Accreditation Desk to collect a spectator ticket**.

Ticket Purchase

Tickets can be purchased in advance online at a discounted rate from the Barclaycard Arena website. Please visit the Barclaycard Arena's ['What's On'](#) page to purchase tickets.

Online ticket prices are as follows:

Ticket Type	One Day	Weekend Ticket
Adult	£10.00	£17.50
Child/Concession*	£7.50	£12.00
Family (2 Adults & 2 Children)	£30.00	£45.00

Tickets can also be purchased on the day at the Barclaycard Arena subject to availability.

On the day ticket prices are as follows:

Ticket Type	One Day	Weekend Ticket
Adult	£13.00	£23.00
Child/Concession*	£10.00	£16.00
Family (2 Adults & 2 Children)	£40.00	£60.00

* Concessions are under 16s and over 65s – proof of ID may be required to gain admission to the venue with this ticket type.

Please note a booking fee may apply.

Accommodation and Transport Arrangements

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

The accreditation desk will be located in the **foyer area of the gymnasts and coaches entrance, to the right of the regional desks.**

Each **coach** will be required to register and collect their accreditation individually at the Accreditation Desk.

As per last year, there will be Regional Desks located in the foyer area at the Gymnasts & Coaches Entrance (Entrance E). **Gymnasts** will be registered and accredited at this point by their Team Manager. The Team Chaperone will then lead them down to the Warm-Up Hall as and when required.

Event Officials & Judges should report to the accreditation desk upon arrival.

All changes to the nominated coaches submitted on the online entry must be submitted to the National Competition Organiser no later than **Monday 12th June 2017** 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

Orientation Meeting

There will be no orientation meeting for this competition.

Training Sessions

Pre-competition training for those competing on the Saturday will take place on the Friday, and on the Saturday for those competing on the Sunday. Please note these sessions are scheduled and timings must be adhered to.

Please find the orientation training schedule attached as a separate document.

For orientation training, gymnasts & coaches should enter via the official Gymnast & Coaches Entrance (Entrance E). Spectators are able to watch the training sessions free of charge but will be required to enter via the official Spectator Entrance (Entrance F).

Judges Meeting

The judges meeting for Trampoline and Tumbling judges will take place at the following times; the meeting room will be clearly sign posted upon arrival.

Saturday 17 th June 2017:	TRA, DMT & TUM:	08:15
Sunday 18 th June 2017:	TRA & DMT:	08:15
	TUM:	09:15

Computer scoring instruction will be on the Field of Play after the judges meeting.

Apparatus Specification

The apparatus will be provided by Gymaid. The Tumble Track will be provided by Gymnova. All apparatus including the matting is to FIG specifications. There will not be a podium at this event.

Registration

Gymnasts are required to register with their Team Manager at their Regional Desk located in the foyer area of the Gymnast and Coaches Entrance (Entrance E). Gymnast's accreditation will also be handed out at this point. The Team Chaperone will then inform the British Gymnastics Accreditation Desk of all registrations and withdrawals and bring the gymnasts down to the Warm-Up Hall at the correct time as per timetable.

NB: Please note registration time is as per the schedule prior to each flight.

Coaches will be required to report to the British Gymnastics Accreditation Desk, also located in the foyer area of the gymnasts and coaches entrance (Entrance E) to register and collect accreditation. Please note that all coaches must collect their own accreditation.

The Regional Desks & British Gymnastics Accreditation Desk will be open from the following times:

Saturday 17 th June 2017:	07:40hrs
Sunday 18 th June 2017:	07:50hrs

Tariff Sheet Submission

It is the coach's responsibility to ensure that the Tariff Sheets/Difficulty cards are completed correctly

Disability Trampoline

- Tariff sheets are required for all competitions
- A trampoline Difficulty card template is available from the downloads section on the BG website
- Tariff sheets/Difficulty card must be submitted to the registration desk on arrival at the competition and prior to the start of warm up
- Tariff sheets/Difficulty Cards should be completed in FIG notation only
- All cards must be signed by the Supervising Coach in order to be valid
- Competitors may not compete without a valid tariff sheet

Trampoline

- Tariff sheets are not required

DMT

- Tariff sheets are required for NDP 4-7 only
- Tariff sheets/Difficulty card must be submitted to the registration desk on arrival at the competition and prior to the start of warm up
- Tariff sheets/Difficulty Cards should be completed in FIG notation only
- All cards must be signed by the Supervising Coach in order to be valid
- Competitors may not compete without a valid tariff sheet

Tumbling

- Tariff sheets are not required

Commentator Information System (CIS)

British Gymnastics will be utilising a Commentator Information System to provide the in-arena commentators with information about the scores and results being achieved in real-time, along with biography information about the gymnasts taking part.

In order for this system to be utilised please encourage each of your gymnasts to populate GymNet with information about themselves that can be used as part of the sports presentation at the event. The information we are looking for about the individual gymnasts includes examples such as their likes, dislikes, favourite skills. Our aim is to allow our commentators to talk more in depth about the gymnasts and engage with the audience by providing them an insight into the lives of our British gymnasts.

Instructions for how to update Gymnast's Biographies on GymNET can be found in Appendix 2. Please share these with all competing gymnasts and help us with the building of a database of interesting information about all of our gymnasts.

Anti-doping

At national events the collection of doping control samples shall be initiated and directed by UKAD in coordination with British Gymnastics.

There is every possibility that gymnasts will be selected, either randomly or targeted by competition results whilst competing in the UK or internationally. If selected, a gymnast will be required to provide a urine sample of a predetermined volume, outlined within the international standard regulated by the World Anti

Doping Agency, [WADA] and as specified by FIG. On occasions UKAD may use blood samples in which case qualified testing personnel will conduct this procedure with the Drugs Control Officer, [DCO].

On all occasions gymnasts are advised to take an 'advocate' with them into the testing station. This could be a member of the medical team a coach or a parent as relevant. In all cases, gymnasts are requested to declare all medications taken within the preceding 7 days.

Parents, coaches and gymnasts are encouraged to regularly check any medication throughout the year. If you have any concern, or are unsure as to whether a medication is a restricted or banned substance, please refer to the following;

Gymnasts can search particular brands of medications or for specific ingredients. The database is accessible via UKAD website, or directly; www.globaldro.com. Gymnasts, coaches and support personnel are also reminded that there are other ways to 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 or visit; www.ukad.org.uk For further information on British Gymnastics Anti-Doping Policy, please find the full policy in Appendix 3 or visit www.british-gymnastics.org, Technical information & judges / Sports Science and Medicine / Anti-Doping Policy.

Competition Details

Judges and Officials

Trampoline & DMT

Judges are still to be confirmed.

Tumbling

Judges are still to be confirmed.

Panel Managers

Panel Managers are still to be confirmed.

Coaches

The following coach ratio will apply for the competition:

TRA	-	8 coaches in total	4 on FoP / 4 in Warm Up
DMT	-	4 coach in total	2 on FoP / 2 in Warm Up
TUM	-	8 coaches in total	4 on FoP / 4 in Warm Up

Please note there is a strict no mobile phones policy on the Field of Play.

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 Trampoline and Tumbling 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.

NB: As per previous events the competition will, where possible, run up to 60 minutes ahead of schedule, therefore please ensure your gymnasts are on-site should this occur.

DMT Competition Format

Please note for DMT, the following format will apply.

NDP1, NDP2 and NDP3

General warm-up in Warm-Up Hall

March in

2 x specific warm up on FOP

Compete all 4 passes

NDP4, NDP5, NDP6 and NDP7

General warm up in Warm-Up Hall

March in

2 x specific warm up on FOP

Compete passes 1 and 2

2 x specific warm up on FOP

Compete passes 3 and 4

Draw for Competition

The draw for the competition will be selected at random however individuals who are competing in more than one discipline will be placed in appropriate groups to ensure all disciplines can be completed at ease.

Working Order

The working order for the competition will be emailed out shortly along with the competition schedule.

Rules and Regulations

Volunteers

The Trampoline and Tumbling 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. Please help ensure the competition arena is a friendly atmosphere.

Competition Attire

Please refer to the British Gymnastics Trampoline and Tumbling Competition Handbook 2017.

Please note that coaches are required to wear full length tracksuit bottoms when coaching.

Inquiries

Please refer to the British Gymnastics Trampoline and Tumbling Competition Handbook 2017.

Tie Breaks

In the case of a tie at any place, the tie will not be broken. The tied gymnast will have the same rank, subsequent ranks will be skipped.

In preliminary rounds, if a tie occurs, the tie will be broken in order to anticipate who will proceed to the next round.

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 (<http://www.british-gymnastics.org>) or via the BG Score Facebook page.

Videos of all the routines recorded by BG Score will be made available after the event, and can be viewed by logging into GymNet with your membership number and password towards the end of the week following the event, choosing the 'Competition Videos' menu option.

Presentation Ceremonies and 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 competition attire.

If there are ties at any place, all attempts will be made to provide both gymnasts with the correct medal during the medal presentation. Where this is not possible, a medal will be sent to the gymnasts club after the competition.

Media Information

Media Attendance

Representatives of the media will not be present at this event.

Official Photographer

The Official Photographer at this event is still to be confirmed.

British Gymnastics Photo Policy

In order to protect the welfare of children at the event, photography at this event is permitted only on conditions set by British Gymnastics. This is a summary of those conditions.

A copy of the full text can be obtained from the Competition Organiser or from the British Gymnastics website: <http://www.british-gymnastics.org/governance>

If you do not agree to these conditions you may not bring any photo equipment into the venue or take any photos.

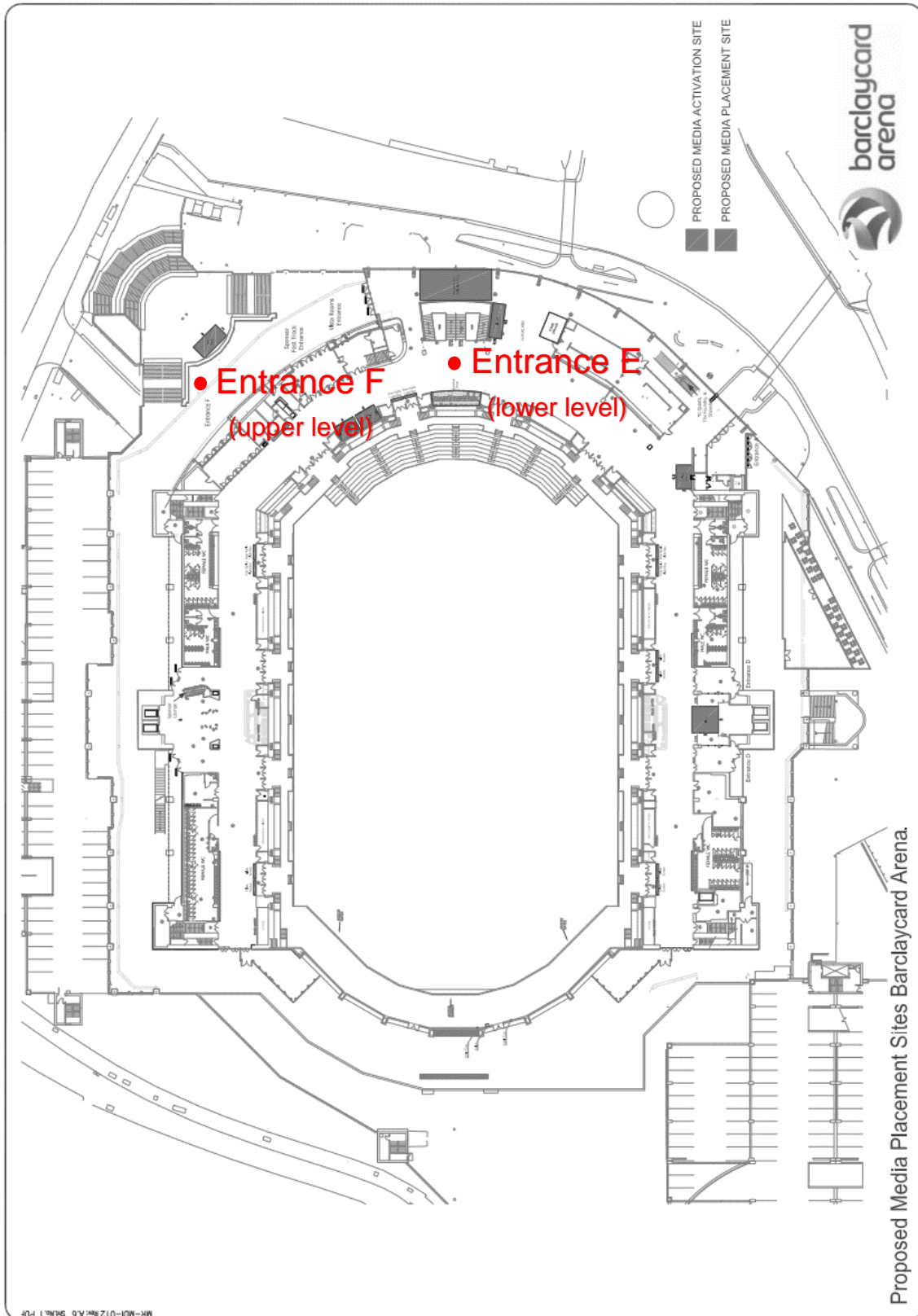
1. 'Photos' includes any form of video or still image including those taken with mobile phones.
2. The Competition Organiser (or a person acting on his or her authority) may require anyone at the event:
 - a. Not to take photos, either generally or in particular circumstances.
 - b. To provide their full name and address and evidence of this
 - c. To let the Competition Organiser view any images recorded and to delete any images.
 - d. To surrender media or equipment on which the images have been recorded if they cannot be viewed (e.g. photos on traditional film), or if they cannot be deleted.
3. Photos may only be taken and used in accordance with the British Gymnastics Child Protection Policy.
4. Photos may not be used, distributed or copied for commercial purposes.
5. Flash may not be used at any time while gymnasts are warming up or competing.

Appendices

Appendix 1

Gymnasts, Coaches & Spectator Entrances

Gymnasts and coaches are required to use Entrance E, on the lower level and spectators must use Entrance F, on the upper level.



Appendix 2

GymNET Biography Instructions

1. This is the link to the new GymNET site: <https://gymnet.british-gymnastics.org/gymnet/login>
2. If you don't know your GymNET Password, click on the link under the "Login" button. Then complete the details on the following page and a reminder will be sent to the email address listed within the membership system.
3. If you don't think you have a valid email address that you have previously submitted to British Gymnastics, then please call Member Services on 0845 1297129
4. Once you have gained access to GymNET by entering your membership number and password you can add/change your details by clicking on fields where a pencil icon appears. Some fields are fixed and not able to be modified.
5. **Please remember on the Biography tab only to include anything that you are happy may be read out by the commentators over the public address system to the spectators in the audience or that may be used in press releases and other marketing material.**

Thank you in advance if you are able to take a few minutes to update your record and please do log back in regularly as the data contained within GymNET is the primary way that British Gymnastics can help improve communication and engagement with you as members.

If you have any feedback on what you think we should know about you or the new GymNET system please do not hesitate to contact us on feedback@british-gymnastics.org

Appendix 3

Drug Free Sport: Anti-Doping

One of the cornerstones of sport is the principle of fair play, and without question there should be an emphasis on fair play in regard to the adherence to the rules of a drug free sport. It is therefore necessary and appropriate that a testing programme operates and is actively supported by BG. ***The testing programme may affect any elite gymnast performing at a national standard.***

Under the Regulations of FIG, all British Gymnastics organised events are notified to UK Anti-Doping, (UKAD). Gymnasts and coaches should be aware that testing may take place at competitions, deemed to be testing 'in competition' and potentially at National Squad trainings, deemed to be 'out of competition'. In principle gymnasts under 16 years *may* be tested in particular circumstances. Consent is linked to all gymnasts with a FIG Licence, or parental consent established at the point of testing, but this means that gymnasts competing in disciplines with an Age Group Competition; Acrobatic, Aerobics, DMT, Trampoline and Tumbling, may be tested within any of the age group categories.

At national events, be they competition or national squads, the collection of doping control samples shall be initiated and directed by UKAD in coordination with British Gymnastics. In addition to this gymnasts can be tested at home or their club, in particular where they are of an international standard. For further information on British Gymnastics Anti-Doping Policy, please visit www.british-gymnastics.org, Technical information & judges / **Sports Science and Medicine** / Anti-Doping Policy.

There is every possibility that gymnasts will be selected, either randomly or targeted by competition results whilst competing in the UK or internationally. If selected, a gymnast will be required to provide a urine sample of a predetermined volume, outlined within the international standard regulated by the World Anti Doping Agency (WADA) and as specified by FIG. On occasions UKAD may use blood samples in which case qualified testing personnel will conduct this procedure with the Drugs Control Officer (DCO).

On all occasions gymnasts are advised to take an 'advocate' with them into the testing station. This could be a member of the medical team a coach or a parent as relevant. In all cases, gymnasts are requested to declare all medications taken within the preceding 7 days.

Therefore 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 medications to ensure they are permitted on each occasion, i.e. every event. If you compete internationally ensure you are prudent and do not use alternative medications from abroad as their ingredients can differ to the UK version.

Any gymnast tested they will need to know the name of the medication, the dosage, frequency and the starting point of the course of medication, as well as state the condition it relates to. If a gymnast is currently on any medication(s) which is/are restricted or prohibited, or have a Therapeutic Use Exemption (TUE) certificate, it is vital to ensure that the 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 for supplementation and consult with an accredited sports dietician and/or registered nutritionist with expertise in sports nutrition, or doctor experienced in Sports and Exercise Medicine before taking using supplements. Scientific evidence continues to suggest that supplements can become contaminated with restricted or banned substances during their production, and 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 products which fall into the category of supplementation, but may have been previously tested for integrity: <http://www.informed-sport.com/about-informed-sport>

Gymnastics medical staff:

It is imperative that you seek advice if you are uncertain on medications, or the testing procedure. It is essential to promote, support and show that we are drug-free in the campaign to ensure sport is 'clean' in the UK.

Checking Medications:

If you have any concern, or are unsure as to whether a medication is a restricted or banned substance, please refer to the following;

Gymnasts can search particular brands of medications or for specific ingredients via www.globaldro.com. Gymnasts, coaches and support personnel are also reminded that they can 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 or visiting www.ukad.org.uk

ASTHMA:

There continues to be no requirement to complete a Therapeutic Use Exemption Use form (TUE) for a number of the asthma medications, including Salbutamol and Salmeterol. Formoterol has also been added to the list that no longer requires a TUE when taken by inhalation.

However, Formoterol has a threshold level of permitted use, maximum 54 micrograms over 24 hours. As a result of these changes UK Anti-Doping reminds all gymnasts that the British guidelines for inhaled Formoterol range from 24-72 micrograms per day. (If there is a medical situation requiring doses beyond 54 micrograms then a TUE may still be required, in which case a lung function test and application for asthma TUE will be required. If exacerbation of asthma requires a supplementary dosage of Formoterol, above 54 mg per 24h, an emergency TUE should be applied for).

Regardless of the dosage permitted, all gymnasts are encouraged to seek appropriate medical advice to ensure that they are receiving optimal treatment.

A TUE is still required for Terbutaline. In some cases it is possible that gymnasts can change their medication to still effectively manage their asthma with an alternative, however please seek advice from your GP, and seek support from BG should this prove problematic or be an issue of concern.

PSEUDOEPHEDRINE:

Pseudoephedrine is a decongestant used to treat nasal and sinus congestion and remains on the list of prohibited substances. It is an ingredient in some 'Over The Counter' (OTC) cold and flu medications such as Sudafed (some varieties).

BG would strongly recommend you RECHECK any medications that you are currently taking or that you may have at home to ensure that you do not inadvertently contravene the doping regulations.

If you have any questions or queries please do not hesitate to contact British Gymnastics Anti-Doping Officer.

In the fight for a drug free sport, BG fully endorses a testing programme at events organised by BG and request that you support and promote a clean image for British sport.

Prepared by Dr Chris Tomlinson