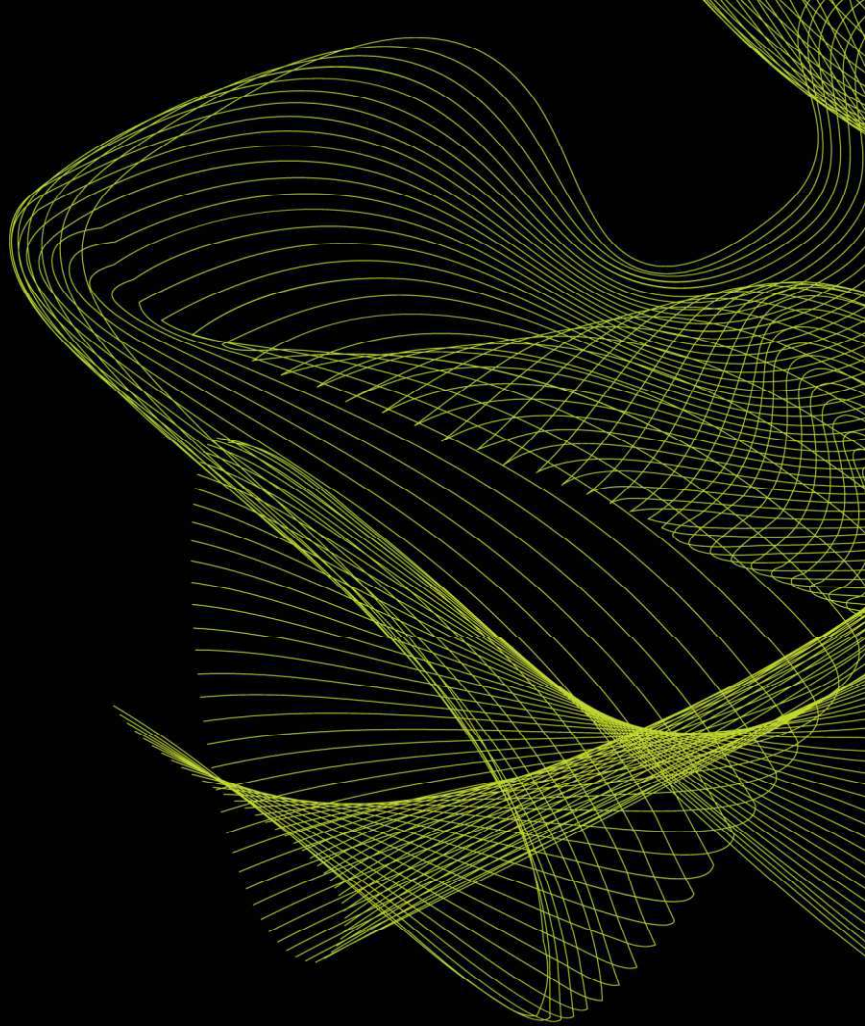




National Competition & Events Policy

August 2025

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1. Introduction

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

2. Definition of Events

- National Series - All National Championships and associated qualifiers & all NDP/Levels events
- GymSTART Challenge
- GymSTART Floor & Vault Competition
- GymABLE Floor & Vault Competition
- JumpSTART Multidiscipline Competition
- The Floor Display Event
- Hosted International Events

3. Technical Specifics of Events

- 3.1 The technical specifics of events will be circulated to clubs via email.
- 3.2 The Events, PR & Marketing Manager will be responsible for the logistical coordination of the event.
- 3.3 The Director of Performance & Technical will be responsible for the organisation and implementation of all technical specifics for the event and in relation to the Field of Play for National Series events.
- 3.4 The Director of Participation, Inclusion and Club Development will be responsible for the organisation and implementation of all 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 GI staff, and include, where relevant, key contracted staff for positions to be identified by the Events, PR & Marketing Manager to fit the logistical needs of each event.

- 4.2 The Director of Performance & Technical or the Director of Participation, Inclusion and Club Development will identify key personnel, assign specific roles to fit the technical needs of each event and will liaise with the Events, PR & Marketing Manager in respect of these requirements in advance of each event.
- 4.3 The National Events Team will review and plan accessibility measures for attendees with disabilities before each event.
- 4.4 The National Events Team shall review and comply with GI's Diversity, Equity, Inclusion and Belonging (DEIB) Policy/Strategy.
- 4.5 The National Events Team shall make all event team members/staff/contractors aware of the event management plan, including the Community Charter.
- 4.6 The National Events Team shall make all team members / staff / contractors aware of the complaints procedures.
- 4.7 Should a complaint be raised by any person, to a member of the National Events Team on the day of the event, the following steps should be taken.

Complaints Procedure

- 4.7.1 If someone wishes to raise a complaint at an event, the complaint should immediately be brought to the attention of the following persons or nominated individual(s) as appropriate:
 - a) the Superior Jury for 'on the Field of Play' matters at Events **(the “Responsible Person”)**
 - b) the Events, PR & Marketing Manager for 'off the Field of Play' matters at Events **(the “Responsible Person”)**

Either or both of the Responsible Persons may nominate individual(s) to act as the initial contact point for any complaint. The nominated person will record the details of the complaint on the official form & will provide that form to the Responsible person to allow them to carry out their duties.

- 4.7.2 The Nominated Person will be identified to the clubs before the competition begins.

- 4.7.3 If an incident occurs which is observed by Gymnastics Ireland or independent event staff, a complaint can be made by that staff member as an individual or on behalf of Gymnastics Ireland.
- 4.7.4 Once a complaint is made & recorded on the official form, the Responsible person must then consider the complaint and decide if it is a matter which can be:
- Dealt with informally or
 - if it is a matter which falls within the auspices of the Gymnastics Ireland Complaints & Disciplinary Policy, requiring the Responsible Person to act in line with that policy or
 - An immediate sanction is required to protect any child / children involved. Where a complaint involves a child or a child protection concern arises, the Responsible Person should advise the Parents of the child and the National Children's Officer and outline to them how the complaint was dealt with including any action taken.
- 4.7.5 Following a complaint the Responsible Person may, on the provision of a short written explanation, require any attendee or participant at an event to leave that event with immediate effect.
- 4.7.6 If the matter is not appropriately resolved to the satisfaction of the Responsible Person or the parties involved, the Responsible Person will do either / both of the following:
- Advise all parties that they are referring the matter to the Complaints & Disciplinary Officer for further review.
 - Advise the relevant parties that if they wish to make a formal complaint, they should do so within 14 days of the Event in line with the Complaints & Disciplinary Policy.

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 Deadlines

Event Information

- 6.1 Announcement of dates - GI will seek to set the calendar annually and publish it on the GI website (i.e. competition/event, date, venue). Please note that all events may be subject to change.
- 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 email, the GI website & social media channels leading up to an event.

Entries/Deadlines

- 6.4 Standard entry deadline for events is 6 weeks prior to the event, however, some events may require an entry deadline longer than 6 weeks. Please refer to the specific event guidelines and official communication for details. 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.
- 6.5 It is the responsibility of clubs to ensure that entries are submitted in the correct levels/age categories and all relevant additional details including medical/disability information is provided at the time of submission.
- 6.6 Team Start Orders are only applicable to WAG Advanced Club Teams & FIG National Teams. The relevant Team Start Order form should be sent to the office by 5pm on the previous Friday, one week before event commencement.
- 6.7 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.
- 6.8 GI reserves the right to make changes to the event rules / guidelines, competition format and schedule to suit planning while ensuring effective programming/scheduling of events. This is for logistical purposes only.

7. Fines – Late Entries, Judges, Officials, Assessors

- 7.1 Late entries (subject to clause 6.4 above) 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. Late entries must be submitted via Microsoft Forms where the relevant fines will be applied.
- 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 who has already entered 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 certificate from a qualified medical professional (Doctor or Physio) to GI.
- 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/Officials/Assessors for that event. Judges should be of the appropriate level for the competition' (i.e. for FIG Competitions, the Club should provide a minimum Level 2 Judge). Please refer herein for specific requirements for each discipline/event. Clubs must submit the number of Judges/Officials/Assessors they will be providing for each event via the designated submission platform, by the deadline specified in the official communication from GI. They must advise GI 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 the office.
- 7.6 A fine of €50 may be applied if a club does not advise GI of the names & qualifications of their proposed Judges/Officials/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/Officials/Assessors or a nominated Judge/Official/Assessor does not attend the event and the club does not arrange for a suitably qualified replacement, then a fine of €220 per

Judge/Official/Assessor per subdivision/session/competition will be imposed (whichever is relevant to the discipline/event as outlined herein).

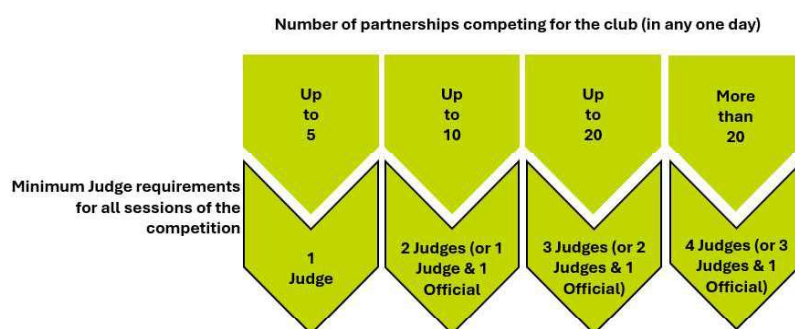
7.8 Clubs that have any outstanding/overdue invoices due to GI may at the discretion of GI, not be allowed to enter events.

7.9 Once a gymnast is entered into an event, a refund will not be issued unless the reason is due to illness or injury which must be confirmed by evidence of a medical certificate from a qualified medical professional (Doctor or Physio). Clubs are required to submit medical certificates within 6 weeks of the conclusion of any event.

7.10 All fines are payable by the Club.

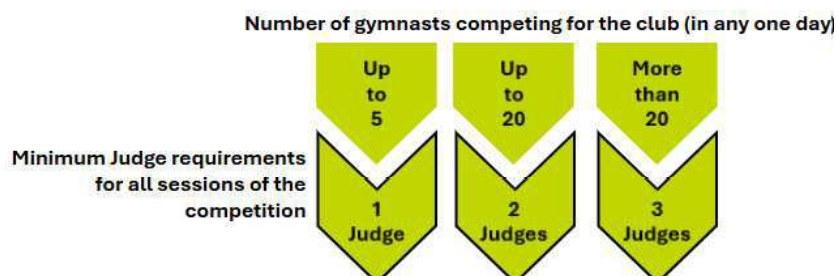
*Please see Section 17 - "Summary of Fines"

7.11 Acrobatics



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

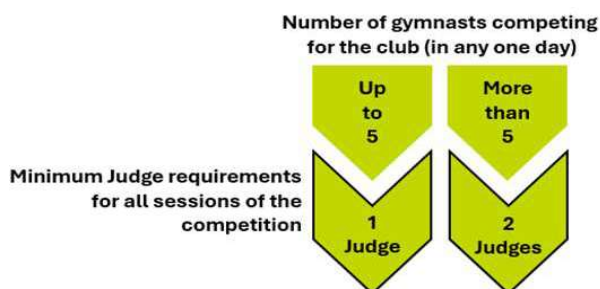
7.12 Men's Artistic



** Note - If, for example, a club has gymnasts competing in Subdivisions "A" & "C" but does not 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.

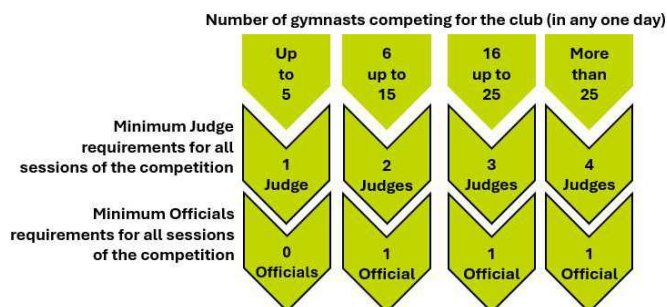
7.13 Women's Artistic



** Note - If, for example, a club has gymnasts competing in Subdivisions "A" & "C" but does not 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.

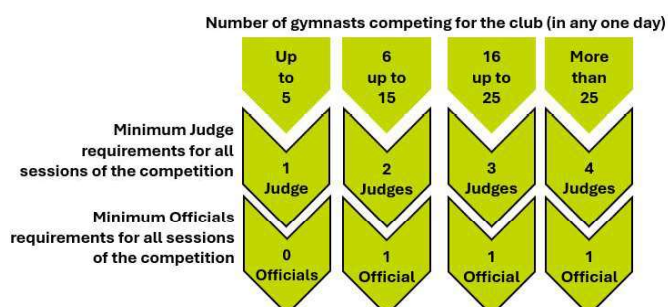
7.14 Rhythmic

For All Competitions



7.15 Trampoline

For All Competitions



7.16 Tumbling

For All Competitions

	Number of gymnasts competing for the club (in any one day)			
	Up to 5	6 up to 15	16 up to 25	More than 25
Minimum Judge requirements for all sessions of the competition	1 Judge	2 Judges	3 Judges	4 Judges
Minimum Officials requirements for all sessions of the competition	0 Officials	1 Official	1 Official	1 Official

7.17 For ALL GymABLE, GymSTART & JumpSTART Events

7.17.1 All GymABLE/GymSTART **Assessors** must:

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

7.17.2 All GymABLE/GymSTART **Judges** must:

- be a registered member of GI
- be a minimum of 16 years of age
- have valid Garda Vetting or AccessNI
- have up-to-date Safeguarding training
- hold a WAG or MAG Level 1 or above judging qualification (in the current cycle) **OR** hold the current GymABLE/GymSTART judging qualification*

7.17.3 All JumpSTART **Judges** must:

- be a registered member of GI
- be a minimum of 16 years of age
- have valid Garda Vetting or AccessNI
- have up-to-date Safeguarding training
- hold a Level 1 or above judging qualification in the discipline they will be judging **OR** hold the JumpSTART judging qualification in the discipline they will be judging

7.18 GymSTART Challenge

- 7.18.1 A minimum of 2 Assessors per club are required for each event.
- 7.18.2 Assessors do not require 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.

7.19 GymSTART Floor and Vault Competition

- 7.19.1 Each club must provide qualified judges. Judging fines will be incurred as per rule 7.7 herein.
- 7.19.2 The number of judges required per club is as follows:
- 1 - 5 gymnasts per day - 1 judge for the entire day
 - 6 - 25 gymnasts per day - 2 judges for the entire day
 - 26 + gymnasts per day - 3 judges for the entire day
- 7.19.3 Judge Qualifications:
- WAG or MAG Level 1 or above judging qualification OR
 - GymSTART Judging Qualification*
 - GymABLE Judging Module*

* All current Acro, RG, TRA and TUM judges qualified in the current cycle must complete the GymSTART Judging course and exam, both of which are conducted 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.

7.20 GymABLE Floor & Vault Competition

- 7.20.1 The GymABLE competition is run within the GymSTART Floor & Vault Competition.
- 7.20.2 All clubs entering gymnasts in a GymABLE event are encouraged to have a minimum of 1 judge per day who has completed the GymABLE Judging Module.

7.21 JumpSTART Multidiscipline Competition

7.21.1 Each club must provide qualified judges. Judging fines will be incurred as per rule 7.7 herein.

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

7.21.3 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 requires 3 judges i.e. one per discipline. These judges need to hold a qualification in that discipline. All levels of judging qualification are accepted.

7.21.4 If a club finds that they are short of judges because National Series and JumpSTART events are run at the same time, they should advise the respective Head of Discipline of the issue without delay.

7.22 The Floor Display Event

No judges are required for this event.

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 the [GI Rules and Regulations](#).

9. Trialling 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 Director of Performance & Technical.

10. Submission of Floor Music

10.1 All clubs will be contacted in advance of events with detailed instructions regarding the 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 uploaded in MP3 format by following the instructions provided.

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. There is no capability to play CDs at Events.

10.3 A fine of €50 (per gymnast) may be applied to the club for the late submission of music.

11. Event Attire

11.1 Attire for all GI National Series, GymSTART, JumpSTART, GymABLE events & trials is detailed in the GI Rules & Regulations.

12. Coaches, Chaperones & Assistants

12.1 The expected behaviour of Coaches, Chaperones & Assistants is as per the GI Codes of Conduct & where applicable, the FIG Code of Points for the relevant discipline.

Coaches

12.2 Please refer to the “National Development Pathway Coach Education” section of each Disciplines National Development Plan (NDP) to understand the qualification requirements for coaches at the various levels of competition at events.

12.3 Clubs are responsible for their gymnasts at events and should ensure an adequate number of accredited officials are present to supervise their gymnasts.

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

12.5 It is a coach's responsibility to register their club at an event and inform registration of any gymnast withdrawals that have not been previously communicated.

12.6 Coaches cannot carry out their role unless they have been vetted by their clubs via their Club Children's Officer/Appointed Person. All vetting requests should be sent to the GI Office **no later than 6 weeks before an Event date**. Any requests received

after this date may not be processed in time to allow participation in the relevant Event.

- ROI: The club ensures that the E-vetting invitation & ID Validation form is completed and forwarded to the GI Safe Sport and Integrity Manager with the appropriate ID and proof of address as per vetting requirements:
 - <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>

12.7 The use of electronic equipment to film/take photographs is strictly prohibited on the field of play, mixed zone, National Gymnastics Training Centre, or medal holding zone. This applies to gymnasts, judges, and coaches unless it is a GI designated photo area. Electronic equipment should only be used to check rotations and reviewing scores.

Chaperones

12.8 Chaperones are at the event in an organisational capacity only and therefore are not allowed to coach gymnasts at any time.

12.9 All Chaperones must be nominated by clubs in advance of the event and must comply with the following eligibility requirements:

- Registered member of GI
- Aged 18 years or older
- Valid Garda Vetting or AccessNI
- Complete Safeguarding Training. The minimum requirement for any chaperone is completing the Sport Ireland Safeguarding 1 Refresher Module. Evidence of a completion certificate must be submitted to GI.
- Complete the GI Code of Conduct for Chaperones

12.10 GymABLE Chaperones are required to comply with all standard Chaperone eligibility requirements and will have access to the Family Support Zones during their registered sessions at events.

Assistants

12.11 Assistant Role Explained:

- This role is for GymSTART, JumpSTART, and The Floor events only.
- This is strictly a non-coaching position. Assistants are not permitted to have any direct coaching involvement in the gymnast's routines.
- Assistants must operate in an organisational capacity only. They are permitted to support coaches with the preparation/organisation of the gymnasts in the mixed zone, medal zone & field of play only.
- Assistants must collect their official GI bib/vest at registration. This will act as their accreditation for the event and must always be worn during the event. Following completion of the event, all bibs/vest should be returned to the registration desk.

12.12 All Assistants must be nominated by clubs in advance of events and must comply with the following eligibility requirements:

- Registered member of GI (Student Under-18 category only)
- 16 or 17 years old at the time of the event. If aged 18 or over, GI members must register for the 'Chaperone' role
- Must always be under the supervision of an adult member from their club
- Valid Garda Vetting or AccessNI
- Up-to-date Safeguarding training
- Parents/guardians must complete the GI consent form prior to any event

13. Registration and Accreditation

13.1 GI requires all clubs to register their gymnasts at the event at the time allocated in the event schedule. Failure to register gymnasts may prohibit gymnasts from taking part.

- 13.2 GI will operate an accreditation process at each event to ensure only authorised persons are permitted on the field of play and in the warm-up or other designated zones.
- 13.3 Coach Accreditation - only coaches who hold the required valid coaching qualification as per the GI Coaching Policy will gain accreditation.
- 13.4 Chaperones/Assistants Accreditation - only chaperones/assistants who have been pre-registered for the event by their club using their GI membership number will gain accreditation.
- 13.5 All club officials must present photo ID at registration in order to collect their respective event accreditation.
- 13.6 Spectators, parents, and any other non-accredited persons will not be allowed on the field of play, in the warm-up area or any other designated zones.
- 13.7 The accreditation process will be coordinated and administered by the GI Event Team.
- 13.8 Access to the field of play and warm-up/other designated zones will be controlled by the GI security & event management team.

14. Event Photography

- 14.1 As per the T&Cs and Event Photography Rules when purchasing a ticket, spectators are only permitted to take photos or video of their own child during an event.
- 14.2 Official event photographers may be present at GI events.
- 14.3 Images taken by GI media team will be available on GI social channels.
- 14.4 GI has the right to use any photographs or videos of anyone participating in GI events for marketing and PR purposes whether they are gymnasts, coaches, judges, assessors, chaperones, or spectators.
- 14.5 Only the GI Media Team are permitted to take photographs or film on the field of play, the mixed zone, the National Gymnastics Training Centre, or the medal holding zone.
- 14.6 Any official video recording of routines is at the discretion of GI.

15. Medals and Trophies

15.1 GI will supply medals/trophies for all national events as required.

16. Funding Events

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

16.2 Entry fees are reviewed annually, set in accordance with a financial model to support each event, and may be adjusted at any time at the discretion of GI.

17. Summary of Fines

Section	Summary of Fine	Amount
6.7	Team Start Orders are only applicable to WAG Advanced Club Teams & FIG National Teams. 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.	€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 certificate from a qualified medical professional (Doctor or Physio) to GI.	€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 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.	€50 (per change)
7.6	<u>Judges/Officials/Assessors</u> A fine may be applied if a club does not advise the office of the names & qualifications of their proposed Judges / Officials / Assessors for the event by the specified deadline.	€50 (per event)
7.7	If a club does not supply the relevant no. of Judges / Officials / Assessors or a nominated Judge / Official / Assessor does not attend the event and the club does not arrange for a suitably qualified replacement, then a fine of €220 per Judge / Official / Assessor per subdivision/session/competition will be imposed (whichever is relevant to the discipline/event as outlined above).	€220 (per Judge / Official / Assessor per subdivision / session / competition)
10.3	<u>Music</u> A fine may be applied to a club for the late submission of music.	€50 per gymnast

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