

## 4.0 - Regulations Governing Irish Gymnastics Event Approval

### **Introduction:**

For the purpose of this rule organising an **Event** refers to organising **a) Competition, b) Coaching Clinic or c) Camp**.

Prior to organising an Event the organiser should refer to the Events which are defined as “automatic approved events” by Irish Gymnastics. Therefore if your event falls into this list, it is not necessary to submit an Approval Request Form. Please refer to Section 4 below.

Please note: The Board of Control (BOC) delegates full approval authority to;

- i) the respective Vice President (s) (VP)
- ii) Policy Welfare Officer (PWO)
- iii) relevant Department Manager

and following discussion and agreement that proposed event is operating in line with Irish Gymnastics Rules and Regulations, will approve the event. Approved events will be notified to the organiser and included on the Irish Gymnastics website “Events” section to provide complete clarity for the membership.

Organisers of proposed Events not in line with Irish Gymnastics Rules and Regulations will be advised that Event is not approved by IG.

### **Section 1: - REQUEST TO ORGANISE A COMPETITION**

Organisers of a **COMPETITION** must receive Irish Gymnastics approval before proceeding by submitting a “**Competition Approval Request” form**, except for COMPETITIONS listed as automatic Irish Gymnastics approved events (see list of Automatic Approved Events in section 4 below).

- The Competition Approval Request Form must be sent by post, fax or email to Irish Gymnastics Office **at least six (6) weeks** before the intended date of competition.
- The Competition Approval Request Form must be completed in full. If not this may delay any consideration of your request.
- A copy of the Competition rules/application form must accompany the Competition Approval Request Form.
- All participating gymnasts must be registered and all clubs must be affiliated with Irish Gymnastics. If the Competition Approval Request Form requests the inclusion of non registered gymnast(s) or non-affiliated club(s), you must state the reasons for their inclusion and list the gymnasts/clubs. Consideration will be given and if permitted written permission will be provided by Irish Gymnastics.
- Competition organisers must appoint an organising Committee and include the names of this Committee on the Competitions Approval Request Form.
- Organisers of any COMPETITION must adhere to any coach and judge qualification requirements.
- Irish Gymnastics requests all COMPETITION organisers run their EVENT in the true spirit of gymnastics – (All U18 competitions should provide the best possible environment for young people to participate and should be organised as per the principals outlined in our Code of Ethics

and Good Practice for Youth Sport).

## Section 2: - REQUEST TO ORGANISE A CAMP

- If you are intending organising camps you must hold an “**Irish Gymnastics Club Camp Permit**”. A permit can be requested by submitting a “**Camp Permit Request**” form. This does not apply to Camps listed as Irish Gymnastics Automatic Approved Events (i.e. internal club camps exclusively for club members).
- A Club Camp Permit is required if you intend having non IG members who must avail of IG Temporary Membership or members from other clubs.

The Camp Permit will remain in force for three (3) years from the date of granting by Irish Gymnastics. By being granted a “Camp Permit”, you sign up to the requirements listed on the Camp Permit Application Form and the permit remains in force for three years provided the requirements are adhered to. All Camp Permit holders can be subject to camp spot checks. Ideally a Camp Permit request should be submitted at the start of any season.

- The **Camp Permit Application Form** must be sent by post, fax or email to Irish Gymnastics Office.
- The **Camp Permit Application Form** must be completed in full. If not your permit request maybe delayed.
- If you hold a “Camp Permit” you must advise Irish Gymnastics of each individual camp by submitting “**Camp Notification**” form. The one page “Camp Notification” form must be completed in full and sent by post or email to Irish Gymnastics Office at least four (4) weeks before the intended date of Camp. You cannot submit a “Camp Notification” form unless you hold a “**Camp Permit Reference Number**”. **N.B.** This is not relevant if you Camp falls into the Automatic Approved Events.
- A copy of the Camp rules/application form must accompany the “Camp Notification” form.
- All participating gymnasts must be registered with Irish Gymnastics (or in the process of applying for temporary membership). Contact Irish Gymnastics for details. If participant is a member of another National Governing Body affiliated to FIG, Irish Gymnastics temporary membership is not necessary however it is the responsibility of a member of another NGB affiliated to FIG to provide evidence of their insurance cover and Irish Gymnastics Temporary Membership can be effected if needed.
- Organisers of any CAMP must adhere to the principles of our Code of Ethics & Good Practice for Youth Sport and coach qualification requirements under Irish Gymnastics Coach Education.
- All Camp personnel must have submitted either a Garda Vetting form or AccessNI form to IG and completed Child Protection training – otherwise an individual cannot perform a role at a camp
- **Whether your camp requires a Camp Permit or not, Irish Gymnastics requests all Camp organisers run their EVENT in the true spirit of gymnastics ensuring that best practice is applied to all aspects of your camp– (Camps should provide the best possible environment for young people to participate and have fun. Camps should be organised as per the ethos outlined in our Code of Ethics and Good Practice for Youth Sport).**

## Section 3: - REQUESTS TO HOLD A COACHING CLINIC

Organisers of a **COACHING CLINIC** must receive Irish Gymnastics approval before proceeding by submitting a “**Coaching Clinic Approval Request**” form. This does not apply if a Club is organising a Coaching Clinic exclusively for their own members.

- The Coaching Clinic Approval Request Form must be sent by post, fax or email to Irish Gymnastics Office **at least four (4) weeks** before the intended date of the Clinic.
- If in an exceptional circumstance you are requesting Approval to organise a Coaching Clinic within four (4) weeks of the planned date, you must state reasons why on the Approval Request Form, which may be considered by IG.
- The Coaching Clinic Approval Request Form must be completed in full. If not this may delay any consideration of your request.
- Organisers of a Coaching Clinic must adhere to the principles of our Code of Ethics & Good Practice for Youth Sport and coach qualification requirements under Irish Gymnastics Coach Education. Any Coaching Clinic Tutor(s) must have the appropriate coach education qualifications necessary to perform their role.
- If young gymnasts are participating in the demonstration of skills during the clinic, all adults working with the gymnasts must have submitted a Garda Vetting/AccessNI form to Irish Gymnastics and completed Child Protection training.

## **Section 4 – Automatic Approved Events**

The following Events carry **automatic approval** for the organiser from Irish Gymnastics and therefore if your event falls into this list, **it is not necessary** to submit an Approval Request Form.

- 1) *In-house Club-based activities exclusively for the members of the organising Club, including, but not limited to, competitions, displays, camps and coaching clinics.*
- 2) *Irish Gymnastics National Championships/Finals/Grand Prix Events*
- 3) *Any Region of Irish Gymnastics holding Finals as qualification competition for National Championships*
- 4) *Any Selection Policy ratified by the Board of Management which involves any Irish Gymnastics Technical Committee organising unplanned competitions as part of the official three trial dates listed in the Irish Gymnastics Selection policy.*
- 5) *Club or Region involvement in organising any Special Olympics organised event*
- 6) *Club or Region involvement in organising any Community Games organised event*
- 7) *Club or Region involvement in organising any University Games organised event*
- 8) *Any Olympic Council of Ireland organised event*
- 9) *Club or Region involvement in organising any Schools (Secondary/Primary) organised event*
- 10) *Club involvement in St Patrick's Day Parade*

### **IMPORTANT ....Please Note:**

EVENT organisers who permit non-registered Clubs/Gymnasts to participate in an EVENT without Irish Gymnastics approval may result in disciplinary action through the Irish Gymnastics Complaints & Disciplinary Rules and Procedures. The participating Clubs/Gymnasts may also be subjected to disciplinary action.

### **Forms supporting this rule;**

- IRISH GYMNASTICS COMPETITION APPROVAL REQUEST FORM
- IRISH GYMNASTICS CAMP PERMIT APPLICATION FORM
- IRISH GYMNASTICS CAMP NOTIFICATION FORM

- IRISH GYMNASTICS COACHING CLINIC APPROVAL REQUEST FORM