

2018 CANADIAN CHAMPIONSHIPS
RHYTHMIC GYMNASTICS
DIRECTIVE



RICHMOND OLYMPIC OVAL
RICHMOND, BC
MAY 16-20, 2018

GCG



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ORGANIZING COMMITTEE	 <p>British Columbia Rhythmic Sportive Gymnastics Federation 268-828 West 8th Avenue Vancouver, BC, V5Z 1E2 Phone: 604-333-3485 Email: bcrsgf@rhythmicsbc.com</p> <p>Meet Director: Sashka Gitcheva Volunteers: Joel Bernard Scoring: Miranti Moreno</p>
ABOUT THE CITY OF RICHMOND	<p>Richmond is passionate about sports. Being a Host Venue for the 2010 Olympic Winter Games elevated Richmond’s commitment to health, wellness, innovation, sustainability and sport excellence.</p> <p>https://www.visitrichmondbc.com</p>
DATE	<p>May 16-20, 2018 (including arrival day)</p>
COMPETITION VENUE	<p>Richmond Olympic Oval 6111 River Rd. Richmond, BC, V7C 0A2</p> <p>Parking: Richmond Oval underground parking \$1 per hour \$10 all day</p>
APPARATUS SUPPLIED	<p>The official supplier for the event is Gymnova S.A.</p> <p>Rhythmic Gymnastics 1 Competition Carpet 2 Warm-up Carpets</p> <p>Apparatus Placement is following the 2017-2020 FIG rules. Note: Novices can place one apparatus on the middle of one of the two sidelines.</p>
INVITED MEMBERS	<p><u>From 2018 Elite Canada AA Results: (Competition A + Competition B)</u> Top 15 Seniors – High Performance Top 15 Juniors – High Performance National Team Athletes with approved medicals according to the Technical Rules & Regulations</p> <p><u>From 2018 Eastern or Western Regional Championships AA Results: (Competition A)</u> Top 10 Individual Novice + 2 per province Top 10 Individual Junior Open + 2 per province Top 10 Individual Senior Open + 2 per province</p> <p><u>Groups of 5:</u> Open Competition for Novice, Junior Development, Junior, Senior Development & Senior.</p>

<p>EVENT FORMAT/PURPOSE</p>	<p><u>Individual Competition</u></p> <p>Novice Event:</p> <ul style="list-style-type: none"> - Competition A: All Around <p>Junior & Senior Events:</p> <ul style="list-style-type: none"> - Competition A: Individual Qualifying for Open and HP gymnasts - Competition B: Top 15 from Competition A combined Open and HP gymnasts. <p>Categories:</p> <ul style="list-style-type: none"> - Novice National - Junior Open - Junior High Performance - Senior Open - Senior High Performance <p>Purpose:</p> <ol style="list-style-type: none"> 1. To declare 2018 Canadian Novice, Junior and Senior Champions. 2. To complete the selection process of the Junior & Senior Individual National Teams. 3. To identify and assign gymnasts to strategic International competitions according to the selection criteria published. 4. To identify the qualifying gymnast for the subsequent Elite Canada. <p><u>Group Competition</u></p> <p>Events: Novice, Junior Development & Senior Development Group of 5: All Around Junior & Senior Groups of 5: All Around Competition A + B; Finals B</p> <p>Purpose:</p> <ol style="list-style-type: none"> 1. To declare Canadian Group Champions. 2. To determine the ranking of rhythmic gymnastics groups across Canada 3. To identify and assign groups to strategic International Competitions. 4. To provide a control training opportunity for the GCG Senior group contingent on their yearly plan. 5. To provide a competitive opportunity for Junior & Senior Development Groups.
<p>ELIGIBILITY</p>	<p>All athletes, coaches, judges, team managers must be registered members of the GCG year in force.</p> <p>All participating provincial/territorial organizations and their members commit themselves to respect the GCG and RG Program Technical Rules and Regulations especially the ones concerning the age and nationality of the gymnasts and that participants must not have any outstanding invoices owing to GCG.</p> <p>Provincial/Territorial Rhythmic Gymnastics Sport Governing Bodies, which do not respect the above directives, will miss the opportunity to qualify for the Canadian Championships and the National Team.</p>

All gymnasts must be in possession of a valid Canadian passport to be eligible for election to International assignments.

Coaches

According to the RG Technical Regulations, all coaches wishing access to the training, warm up or competition floor must be certified level 3 or Competition 3 (Development) certified if coaching a National Level athlete or group. A coach without the proper certification must request an exemption from the RG National Team Director (complete form in Appendix C according to the RG technical rules).

As per the RG Technical Rules & Regulations, all Coach Exemption requests must be submitted by December 15 for the upcoming season accompanied by the \$50 exemption fee payment. A late exemption request with an additional \$25 Administration Fee must be submitted by **April 30th 2018** to allow sufficient processing time by GCG for the coach to be registered for the competition.

NEW REQUIREMENTS AS OF JANUARY 2018 FOR COACHES, SUPPORT STAFF, JUDGES, AND IST

All coaches, support staff (head of delegation, chef de mission, team manager, and chaperone) and integrated support team (IST) who will participate in GCG national competitions must have completed the following requirements. Failure to do so will result in a withholding of your accreditation and you will be denied access to the field of play and training venues. **Please submit proof of completion to the rhythmic gymnastics program coordinator (bmosienko@gymcan.org). One email with all proofs of completion per coach, support staff, judge and IST is highly preferred.** If you have submitted proof of completion for Elite Canada and your criminal record check is still valid, you do not need to submit again.

Requirement	Comments
Completed Enhanced Background Check, Canada-wide and/or International Police Checks http://sterlingbackcheck.ca/cac-en	Must be valid for the competition year. Cost is the responsibility of the individual. Required for coaches, support staff, judges and IST.
Complete <i>Respect In Sport</i> online e-learning module package http://gymcan.org/resources/respect-in-sport	If not provided by your PTO, GCG will cover the cost of this for 2018 only to transition our members into these new requirements. Required for coaches, support staff, judges and IST.
True Sport Clean101 UNTRACKED e-learning course http://cces.ca/truesportclean101untracked	Free module. Required for coaches and IST.
CAC Making Headway online learning module. www.coach.ca/concussion	Free module – will be included in coach NCCP records on the Locker. Required for coaches and IST.

REGISTRATION & DEADLINES

Registration and Form submission Deadlines

		To:
Registration Form Deadline	April 30 th , 2018	KSIS + GCG
100% Payment of Registration	April 30 th , 2018	GCG
Itinerary Form	April 30 th , 2018 As soon as possible	KSIS
Music Submission	April 30 th , 2018	KSIS
P/TO Statutory Declaration Deadline	May 7 th , 2018	GCG
Refund Deadline	May 7 th , 2018	GCG
Novice Free Script Submission	May 7 th , 2018	KSIS
Gala Form	May 7 th , 2018	KSIS

Registration Fee

Send to:

Registration Fee	140\$ per person (gymnast, coach, judge, support staff)	GCG
Late Provincial Entry Penalty	500\$ fixed fee plus \$150 per additional days that a registration is late/incomplete	GCG
Late Individual Entry Penalty	50\$ per person	GCG
GCG Fee	35\$ per athlete (GCG fee for coaches and support staff within the registration fee)	GCG

GCG will be testing the [KSIS](https://www.rgform.eu/event.php?id_prop=759) registration system (https://www.rgform.eu/event.php?id_prop=759) during the 2018 competitive season. Therefore, both the online and Excel registration form will need to be completed. The Excel form will be used as backup and to do the financial reconciliation of the registration fees.

Completed Registration Checklist

- ✓ **#1-** The KSIS registration is completed **AND** the Excel Registration Spreadsheet is submitted electronically to GCG at mdore@gymcan.org by **April 30th, 2018**. See attached document for Registration Spreadsheet.
- ✓ **#2-** 100% payment of the Registration is RECEIVED at the GCG office by **April 30th, 2018**.
Methods of payment accepted:
 - Credit Card – Please call 613-748-5637 ext. 239
 - Cheque – a hard copy of the Financial Info tab must accompany the cheque.
Cheque made payable to: **Gymnastics Canada**
Package to be mailed to:
Gymnastics Canada
Attn: Mylaine Doré
1900 City Park Drive, suite 120
Ottawa, ON, K1J 1A3
- ✓ **#3-** Each P/TO must submit their **Statutory Declaration**, stating that all waivers and medical forms have been collected and will be in the possession of the designated team manager/chef de mission, to [Mylaine Doré](#) by **May 7th, 2018**. The Chef the mission is

responsible to hand all waivers and medical forms at check in. Please advise GCG directly of any serious major medical issue.

- ✓ **#4** – Each Coach, Support Staff, Judge and IST have submitted their Criminal Record Check, Respect in Sport, Making Headway and True Sport Clean 101 according to the Eligibility section to the [rhythmic program coordinator](#).
- ✓ **#5**- 100% payment of the GCG Athlete Fee is RECEIVED at the **GCG office** by the deadline. The fee is payable by PROVINCE. Refer to #2 for accepted payment methods.

Definition of Late Provincial Entry Penalty

A Provincial/Territorial Federation/Association will be charged the Late Provincial Entry Penalty if the above-mentioned checklist items #1, 2, 3, 4 and/or 5 are not fulfilled by the set deadline.

Definition of Late Individual Entry Penalty

A Provincial/Territorial Federation/Association will be charged the Late Individual Entry Penalty if a delegate is registered after the set registration deadline.

Note - No entries will be accepted after the registration deadline unless written approval is given by GCG's RG Program Director.

There is no Late Individual Entry Penalty for substitutions.

Refund Policy

Written request for refund can be made to the attention of Mylaine Doré – mdore@gymcan.org until **May 7th, 2018**. After this date, there will be NO reimbursement of the registration fee. In the event that a gymnast is declared unable to compete after this deadline, and ineligible for refund, the PTO still has the obligation to inform GCG of this as soon as possible. Please send notification to mdore@gymcan.org.

SCHEDULE

View draft schedule in Appendix A.

PROTOCOL & AWARDS

Opening Ceremonies:

All athletes are invited to participate in the opening ceremonies. A minimum of 1 athlete per province must participate as the flag bearer.

Those participating in the opening ceremonies must be in the training gym 15 minutes prior to the scheduled start.

Athlete Dress Code for Opening Ceremonies: Provincial Team Track Suit

Individuals:

Certificates will be presented to the HP (top 15 eligible) Junior & Senior from Competition A.

Novice, Junior Open and Senior Open

Top 8 All-Around from Competition A

Top 8 Apparatus from Competition A

Junior and Senior High Performance

Top 8 All-Around from Competition A + B

Top 8 Apparatus Finals from Competition B

Groups:

Novice and Junior/Senior Development Groups

Top 8 All Around from Competition A (one routine performed twice)

Note: No Canadian Champion is declared for Development Groups

Junior and Senior Groups

Top 8 All-Around from Competition A + B (total of 4 routines)

Top 8 Apparatus Finals from Competition B (two routines performed once)

Note: If there is only one group in Junior or Senior, group apparatus awards will not be presented.

Athlete Dress Code for Award Ceremonies: Competitive Leotard, toe slippers.

Special Awards:

Junior Athlete of the Year

Senior Athlete of the Year

Miss Elegance

International Judge Recognition

Junior International Medalists – Coaches

Senior International Medalists – Coaches

Coach of the Year

Provincial Team Champion (2 Novice + 2 Junior + 2 Senior AA points)

TRAVEL

Boulevard Travel is pleased to offer their exclusive "Sports Air Program" to all members.

GROUPS: Sport Air Program with Air Canada and WestJet – Minimum 10 tickets to be eligible

Air fares – Boulevard Travel has exclusive negotiated air fares with both domestic carriers ensuring the absolute best price with the best flexibility in the industry.

Free tickets – One (1) free ticket for every 15th paid (paying only the taxes).

Name change – Free and/or discounted name changes after ticketing

Payments - NO deposits, NO payments until ticketing 5-7 days prior to departures

Baggage – One (1) free standard checked bag per person per direction

Travel documents / Reporting – Boulevard Travel has developed a number of customized platforms to help with reporting and document delivery which makes travel extremely easy.

To secure the best available rate and to discuss booking details please contact:

Boulevard Travel – 403-237-6233

	<p>Sharon Phelps, Senior Group & Sport Travel Consultant sharonp@boulevardtravel.com direct: 403-802-4270 Corinne Palin – Group Account Manager corinnep@boulevardtravel.com direct: 403-802-4284</p>
LOCAL TRANSPORTATION	<p>Delegations are responsible for their own transportation.</p> <p>Free airport shuttles to the host hotel (Hilton) runs every 30 minutes.</p> <p>Local transportation will be arranged between the venue and the Hilton hotel for the judges by the organizing committee.</p> <p>Judges must book their return flight with a departure AFTER 7PM.</p>
HOST HOTEL	<p>Hilton Vancouver Airport Hotel 5911 Minory Boulevard Richmond, BC, V6X 4C7 1.604.233.3990 http://www3.hilton.com/en/hotels/british-columbia/hilton-vancouver-airport-YVRAHHF/index.html</p> <p>Price: \$165 + tax (single/double/triple/quad) Reservation deadline: May 1st, 2018 Group Name: 2018 Canadian National Championships Amenities: Complimentary parking and wi-fi Complimentary shuttle service to and from the airport Rooms will be Double/Queen beds or King Suites 30% off full buffet breakfast 1km from competition venue</p>
MEALS	<p>Delegations are responsible for their own meals.</p> <p>The organizing committee will serve meals to judges during competition.</p> <p>Light snacks and drinks will be available to the coaches during competition. The organizing committee will also provide lunches to the coaches.</p>
ACCREDITATION	<p>The GCG accreditation protocol will apply. The system consists of colour coded categories. GCG reserves the right to take away any accreditation if the rules are not followed.</p> <p>Accreditation for provinces will be distributed to Chefs or Team Manager during training day. The accreditation must be worn to access the venue, the competitive and training areas and the hosting areas.</p>
MEDICAL	<p>BCRSGF will provide medical support through Elite Injury and through the Sports Medicine Council of BC. A physiotherapist will be on-site during the competition. Doctors and dentists will be on call.</p>

	Doping control may be conducted for athletes. For information on doping control procedures and banned substances, please go to www.cces.ca .
Music	<p>We will be playing all music from a computer set list created by the KSIS program and will only use a CD as backup. Music must be submitted through KSIS by the music deadline date (April 30th, 2018), to allow it to be checked.</p> <p>Only mp3 files are supported as other files may not be playable on all platforms of Windows and wav files are too large to work with when there are so many competitors.</p> <p>Please email bcrsgf@rhythmicsbc.com if you have any problems uploading the music.</p>
SCRIPTS	<p>Novice Free Scripts MUST be uploaded to the KSIS system by May 7th, 2018.</p> <p>Scripting has been updated on both KSIS & Score2u programs. Either one can be uploaded to KSIS.</p> <p>Late Scripts will not be accepted. Scripts cannot be changed past the May 7th deadline.</p>
WEBCAST	The 2018 Canadian Championships in Rhythmic Gymnastics will be webcasted live on GYMCAN.TV .
APPENDICES	<p>Appendix A: Draft Schedule Appendix B: Itinerary Form Appendix C: Coaches Exemption Form Appendix D: Statutory Declaration Appendix E: Gala Form</p>

APPENDIX A: DRAFT SCHEDULE

Version: March 2018 pending registration

THURSDAY MAY 17

09:00 – 17:00 Podium Training
17:00 – 18:00 CC 2017 Technical Meeting for accredited coaches & managers

FRIDAY MAY 18

07:15 Gym Opens
07:45 – 08:45 Judges' Meeting
08:45 – 09:00 Timed Warm-up for Novice Group & Novice
09:00 – 09:10 Official Welcome
09:10 – 11:30 **Novice Group 5 Hoops (Perf 1) & Novice Free/Hoop**
11:30 – 12:15 Lunch Break
12:00 – 12:15 Timed Warm-up for Senior Open
12:15 – 13:45 **Senior Open Competition A – Hoop/Ball**
13:45 – 13:55 Timed Warm-up for Senior HP
13:55 – 15:10 **Senior HP Competition A – Hoop/Ball**
15:10 – 15:25 Timed Warm-up Junior HP
15:25 – 17:05 **Junior High Performance Competition A – Hoop/Ball**
17:05 – 17:20 Timed Warm-up for Junior Open
17:20 – 19:10 **Junior Open Competition A – Hoop/Ball**
19:10 – 19:50 Dinner Break
19:20 – 19:50 Timed Warm Ups for Junior & Senior Groups
19:50 – 20:00 **Junior & Senior Group Competition A (Perf 1) Junior Clubs/Senior Hoop**
20:15 **Brevet Judges Meeting**

SATURDAY MAY 19

07:15 Gym Opens
08:00 – 08:45 Judges' Meeting
08:45 – 09:00 Timed Warm-up for Novice Group & Novice
09:00 – 11:15 **Novice Group 5 Hoops (Perf 2) & Novice Ball/Clubs**
11:15 – 11:30 **AWARDS – Novice Group AA & Novice Apparatus and AA**
11:30 – 12:15 Lunch Break
12:00 – 12:15 Timed Warm up for Senior Open
12:15 – 13:45 **Senior Open Competition A – Clubs/Ribbon**
13:45 – 14:00 Break & Timed Warm-up for Senior HP
14:00 – 15:10 **Senior HP Competition A – Clubs/Ribbon**
15:10 – 15:25 Timed Warm-up for Junior HP
15:25 – 17:05 **Junior HP Competition A – Clubs/Ribbon**
17:05 – 17:20 Timed Warm-up for Junior Open (3 min. gr of 5)
17:20 – 19:10 **Junior Open Competition A – Clubs/Ribbon**
19:10 – 19:50 Dinner Break
19:20 – 19:50 Timed Warm-up for Junior & Senior Groups – Junior Rope & Senior Ball/Rope
19:50 – 20:00 **Junior & Senior Group Competition A (Perf 2) Junior Rope & Senior Ball/Rope**
20:10 – 20:25 **AWARDS Junior & Senior Open Apparatus & AA**

SUNDAY MAY 20

07:15

08:00 – 08:45

08:45 – 09:00

09:00 – 11:15

11:15 – 12:00

11:40 – 12:00

12:00 – 12:05

12:05 – 12:20

12:20 – 14:35

14:35 – 14:50

14:50 – 15:05

15:05 – 15:25

15:25 – 16:15

COMPETITION B

Gym Opens

Judges' Meeting

Timed Warm-up for Junior HP

Junior HP Certificates & Competition B

Lunch Break

Timed Warm-up for Junior & Senior Group & Senior HP

Senior HP Certificates

Junior & Senior Group Competition B (Perf 1)**Senior HP Competition B**

Timed Warm-up for Junior & Senior Group

Junior & Senior Group Competition B (Perf 2)**Competition Closing****AWARDS**

- National Junior & Senior Group Apparatus & AA
- Junior HP Apparatus & AA
- Senior HP Apparatus & AA
- Provincial Team Award
- International Recognition – Athlete, Coach, Judge
- Miss Elegance
- Junior Athlete of the Year
- Senior Athlete of the Year
- Coach of the Year

APPENDIX B: ITINERARY FORM

This is essential information in order to plan the practice times efficiently. Please take the time to carefully fill it out, and advise the Meet Director immediately of any changes or adjustments. Also, please indicate if there will be judges traveling with your group.

PROVINCE :	CLUB :
CONTACT NAME :	PHONE # :
FAX # :	EMAIL :

ARRIVAL INFORMATION:

Arrival Date	Airline/Train/Car	Flight #	Arrival Time

DEPARTURE INFORMATION:

Departure Date	Airline/Train/Car	Flight #	Departure Time

Please return to Sashka Gitcheva at bcrsgf@rhythmicbc.com by April 30th.

Teams must arrive in Richmond and be prepared for podium training as per tentative schedule. With late arrivals the day of, there is no guarantee of a podium training timeslot.

APPENDIX C: COACHES EXEMPTION FORM

TO BE COMPLETED AND SENT AT THE TIME OF REGISTRATION TO:

GCG OFFICE, c/o: [Brihana Mosienko](mailto:bmosienko@gymcan.org)

1900 City Park Drive, Suite 120, Ottawa, ON, K1J 1A3

All risk management requirements must be received before an authorization can be approved

A COPY OF THE AUTHORIZATION GIVEN WILL BE SENT TO THE ORGANIZING COMMITTEE WHO WILL ISSUE ACCREDITATION ONLY ON RECEIPT OF THE DULY SIGNED AUTHORIZATION.

NAME OF THE COACH	
PROVINCE	
CLUB	
REGISTRATION # WITH THE CAC	
NAME EVENT FOR WHICH THE EXEMPTION IS REQUESTED	
DATE OF THE EVENT	
LOCATION OF THE EVENT	
LEVEL COMPLETED	
DATE OF THE COMPLETION	
LEVEL TO BE COACHED AT THE COMPETITION	
REASON FOR NOT COMPLETING THE LEVEL REQUIRED	
PLAN FOR COMPLETION (TIME TABLE)	
I have completed the 2018 Risk Management Requirements and submitted them to bmosienko@gymcan.org .	
SIGNATURE OF THE COACH	
DATE AND PLACE	
NAME OF THE PSO REP APPROVING THE REQUEST	
SIGNATURE OF THE PSO REP	
DATE AND PLACE	
FOR GCG OFFICE USE	CHEQUE RECEIVED:
AUTHORISATION GIVEN BY	
SIGNATURE	
DATE AND PLACE	

APPENDIX D: STATUTORY DECLARATION



2018 Canadian Gymnastics Championships

Statutory Declaration

Medical Form, Risk Waiver and Image Release Waiver

I, (enter name), _____ from (Federation name) _____, declare that the (enter name of Federation) _____ has collected and filed all signed Gymnastics Canada's (GCG) Medical form and Risk Waivers form for every gymnast registered and participating at the 2018 Canadian Championships in Rhythmic Gymnastics

Provinces are also responsible to have all the [Medical form & Risk Waiver](#) forms available on site (hard copies or scanned copies).

Signature

Name:

Title:

Date:

**APPENDIX D
GALA**

Please register a Show Piece Routine as Follows

	Name & Age of Participants	Name of Routine Music & Composer	Length of Time
1			
2			
3			
4			
5			
6			

Please submit on the [KSIS system](#) by May 7th, 2018.