

Gymnastics Nova Scotia Women's Program Committee WPC

PROGRAM HANDBOOK

Revised Version – December 2024

Updated / New Information

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WPC PROGRAM HANDBOOK

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SECTION ONE – WPC ORGANIZATION

GOAL OF WPC

~ To increase the popularity and improve the quality of girls' competitive gymnastics in NS

DUTIES OF WPC

~ Coordinating and supervising technical aspects of sanctioned events

~ Establishing technical regulations for NS girls' competitions

~ Planning and conducting competitions, clinics and courses relating to WPC events

~ Budgeting of funds

~ Manage programming

STRUCTURE

The Women's Program consists of:

- a) Chairperson
- b) Past Chairperson
- c) Secretary
- d) Judging Chairperson
- e) Coaching Chairperson
- f) One representative from each GNS member club with competitive girls
- g) One athlete representative – minimum 18 years old and currently competing

Voting Privileges:

- a) A through G are voting members for full WPC meetings
- b) A through E make up the executive members of the WPC

Additional Committees shall be formed, when necessary, upon the recommendation of the Women's Program Committee. The Women's Program Committee shall name the Chairperson of each additional committee. Additional committee members do not have a vote.

ELECTION OF OFFICERS

~ All positions are elected at the WPC AGM for a two-year term, with the exception of the Past Chairperson

~ Any position that becomes vacant, may be filled at any WPC meeting and will take over the remainder of the term period.

DUTIES OF MEMBERS

The Women's Program Committee consists of the following positions:

Chairperson

The Chairperson is responsible for the overall direction of the program in Nova Scotia.
Specific duties for this role include (but not limited to):

- Chairs all WPC Meetings
- Is the primary liaison between the WPC, the Pathways Committee, the GNS Board of Directors & Gymnastics Canada.
- The Chairperson is automatically a member on the GNS Board of Directors, as well as the GNS Executive
- Ensures all technical information is circulated to all GNS clubs
- Establishes the annual budgets for the WPC, Officials & Pathways Committees, in accordance with program requirements and current GNS guidelines
- Monitors expenses and provides regular updates on committee finances to the WPC

Past Chairperson

- Chairs the WPC meeting in the absence of the current Chairperson
- Assists new Chairperson with financial and planning turnover

Secretary

The responsibilities of the Secretary (but not limited to):

- Takes minutes at all WPC meetings & sends them to all GNS clubs via the ED, within one week after the respective meeting.
- Organizes and maintains all correspondence related to the WAG program in Nova Scotia
- Prepares and circulates the Motions Index from all WPC meetings in any given year & will be presented at the WPC AGM.

Judging Chairperson

The responsibilities of the Judging Coordinator (but not limited to):

- Maintains a record of all active & certified judges in the province. This will include up to date contact information, level and date of certification
- Development of training and mentoring programs for the development of officials
- Implementing any initiatives from GCG relating to officials
- Ensures all technical information is circulated to all judges
- Establishes a budget & expenses for all judging clinics / courses
- Ensures all clubs hosting competitions, receives the up-to-date judges contact information, a minimum of 1 month prior to the competition
- Is responsible for the panel assignments at all GNS sanctioned competitions.
- Decides which judges attend Atlantic, Eastern & National Championships
- Organizes all judging clinics for: New beginner judges & upgrading / maintenance clinics for all current judges within the province

Coaching Chairperson

The responsibilities of the Coaching Chairperson(s) (but not limited to):

- Establishes working Tens, Pathways and DEV program committees, with representative from a minimum of 2 member clubs
- Ensures that the Pre-Competitive / Competitive manual is updated as necessary and distributed to all GNS clubs
- Organizes 2 – 3 evaluations, per calendar year
- Organizes workshops for clubs needing assistance with the Compulsory Routines / Choreography
- Subject to change, based on program funding and GCG program change

Club Representative

- Liaison between their club and the WPC
- Submits competition sanctions to the ED or TD by October 1st for the respective competition season
- Communicates clubs needs and suggestions to the WPC and represents their clubs at all WPC meetings

MEETINGS & VOTING

- WPC AGM ~ To be held prior to the GNS AGM, whenever possible
- WPC AGM ~ Representation from **four (4)** member clubs shall constitute as a quorum
- Each member club is entitled to one vote
- Full WPC meetings ~ Seven (7) voting members representing at least three (3) registered Women's Artistic Gymnastics clubs shall constitute a quorum. The Women's Program Committee shall decide, by a simple majority vote, all motions that are placed before the Committee. There shall be no voting by proxy.
- Executive WPC meetings ~ Four (4) voting members shall constitute a quorum for the Executive of the Women's Program Committee
- Women's Program Committee shall decide, by a simple majority vote, all motions that are placed before the Committee. There shall be no voting by proxy.
- When urgent matters require immediate decision, an email or video conference vote may be conducted. Such a vote shall be conducted jointly by the Chairperson and the Secretary. The result of the email or video conference vote shall be communicated in writing to all members of the Women's Program Committee within seven (7) days of such a vote.
- Program rules may be changed at the WPC AGM by a two-thirds (2/3) majority vote of registered clubs attending.
- No changes to Technical Rules may be made following the AGM unless the changes have been received in writing by all registered GNS Women's Artistic Gymnastics Competitive Clubs thirty (30) days prior to the vote and are approved by a two-thirds (2/3) majority of those clubs.

SECTION TWO – WPC PROGRAM RULES AND REGULATIONS

COMPETITIVE STRUCTURE

For the 2024-2025 season - Women's competition consists of four competitive streams ~ Xcel Stream (Bronze, Silver, Gold, Platinum, Diamond, Sapphire), Development Compulsory (Levels 3-5), Development Optional (Levels 6-10) & High Performance (Novice, Junior & Senior). See **Appendix A** for a schematic of the structure.

Gymnastics Nova Scotia Age Categories ~ **2024 - 2025** Competitive Season

INVITATIONALS		PROVINCIALS ONLY*	
Argo	~ 2015 & 2016		
Tyro	~ 2013 & 2014		
Novice	~ 2011 & 2012	Xcel Platinum & Diamond age categories:	
Open	~ 2010 & older	Junior	2013-2016
CCP 9 (11-14 yrs)	~ 2011 - 2014	Senior	2012 & older
CCP 9 (15 yrs+)	~ 2010 & older		
CCP 10 (12-15 yrs)	~ 2010 - 2013		
CCP 10 (16 yrs+)	~ 2009 & older		

Xcel Competitive Stream

- Bronze
- Silver
- Gold
- Platinum
- Diamond
- Sapphire

Canadian Competitive Program (CCP) Compulsory

- Level 3
- Level 4
- Level 5

Canadian Competitive Program (CCP) Optional

- Level 6
- Level 7
- Level 8
- Level 9 ~ National Stream
- Level 10 ~ National Stream

High Performance

- Novice (11-13 years)
- Junior (12-15 years)
- Senior (15 years +)

SPECIFIC ROUTINE REQUIREMENTS

Xcel:	As per current Xcel Stream Code of Points
CCP 3-5:	As per current Development Compulsory Code of Points
CCP 6-10:	As per current Development Optional Code of Points & Gymnastics Canada CCP Manual
High Performance:	As per FIG Code of Point & Canadian HP Manual (Modified FIG)

In Nova Scotia, all updates will take effect at the beginning of October of that competitive year.

Any changes / updates made to the **Xcel & Development Code of Points & Gymnastics Canada CCP Manual made after this date, changes will take effect March 1st of that competitive year.**

HIGHEST MEET ELIGIBILITY

	<u>CATEGORY</u>	<u>CATEGORIES</u>	<u>HIGHEST MEET ELIGIBILITY</u>
Xcel	~ Bronze	Argo, Tyro, Novice & Open	Invitationals
	~ Silver	Argo, Tyro, Novice & Open	Provincials
	~ Gold	Argo, Tyro, Novice & Open	Atlantics
	~ Platinum, Diamond & Sapphire	Junior & Senior	Atlantics
CCP	~ Level 3	Argo, Tyro, Novice & Open	Provincials
	~ Level 4, 5 & 6	Argo, Tyro, Novice & Open	Atlantics
	~ Level 7 & 8	Argo, Tyro, Novice & Open	Easterns
	~ Level 9	11-14 years & 15 years+	Nationals
	~ Level 10	12-15 years & 16 years +	Nationals
HP	~ Novice	-----	Nationals
	~ Junior	-----	Nationals
	~ Senior	-----	Nationals

WPC SANCTIONED COMPETITIONS

The host club is responsible for:

- ensuring all gymnasts are registered with GNS
- providing awards (as per GNS Policy Manual)
- ensuring that adequate and appropriate equipment is available
- paying judges honorarium and expenses
- preparing paperwork (schedule, rotations, score sheets, stop watches, etc.)
- providing judges tables with score sheets, pencils, stop watches, etc

- g) reporting to GNS and paying charges (as per GNS Policy Manual)
- h) minor officials (scorers & timers) are trained and available
- i) Clubs are responsible for inquiring with judges if they are available for their competition.
- j) The host club will inform the judging chairperson 30 days prior to the meet if not enough adequate judges are available. The Judging Chairperson will assist in finding appropriate judges.

COMPETITION GUIDELINES

- GNS Sanctioned competitions are to start no earlier than 7:30am
- GNS Sanctioned competitions are to end no later than 9:30pm.
- It is highly recommended - A maximum of 36 gymnasts per session for all levels & no split warm-up time.
- If clubs wish to have more athletes per session, this should be discussed with the Judging Chair & Technical Director.
- If more than 36 athletes are in a category, it is recommended to divide the category by birth year.

EQUIPMENT

GNS Sanctioned competitions will follow the recommended equipment specs as per the GCG guidelines / Rules & Policies - <https://usagym.org/women/rules/>.

	Equipment	L9 & L10 (CC / CWG)	Level 6 - 10	Level 4 & 5	Level 3
V A U L T	Heights	125 cm	Any height: min 100 cm to max 125 cm		Stacked Mats (placed sideways) or Matting System ~ Height ~ 80 cm – 120cm (± 2.5 cm) including base mat
	Springboards	Up to 4 boards. No spring changes allowed at Canadian Championships. Spring changes may be allowed with some SA Sport boards			The use of alternative springboard is acceptable ~ tramp-like board
	Supplementary mat (sting)	Mandatory 10 cm, up to 20 cm allowed. A 20 cm safety mat is allowed in place of the 10 cm mandatory supplementary landing mat.			
		<u>Level 6 & 7</u> ~ Stacked mats at end of table: ~ Must be equal to or higher than the underside of the top of the table ~ The top layer must be a 10 cm mat.			
	Yurchenko Collar & Hand mat	An approved Yurchenko collar must be used for all round off entry vaults. An approved hand placement mat may be used for all round off entry vaults only			

	Equipment	Xcel ~ Gold, Platinum, Diamond, Sapphire	Xcel ~ Silver	Xcel ~ Bronze
V A U L T	Heights	Any height: min 100 cm to max 125 cm	Silver: Stacked Mats (placed sideways) or Matting System ~ Height ~ 60 cm – 120cm (± 2.5 cm)	Bronze: Stacked Mats (placed lengthwise) or Matting System ~ Height ~ 40 cm – 120cm (± 2.5 cm)
	Springboards	Use of Alternative Tramp-like Springboard: ~ Xcel Gold: Start Value ~ 9.50 ~ All other Levels ~ VOID	The use of alternative springboard is acceptable ~ tramp-like board	
	Supplementary mat (sting)	Mandatory minimum 10 cm, up to 20 cm allowed. A 20 cm safety mat is allowed in place of the 10 cm mandatory supplementary landing mat.		
	Yurchenko Collar & Hand mat	An approved Yurchenko collar must be used for all round off entry vaults. An approved hand placement mat may be used for all round off entry vaults only		

	Equipment	L9 & L10 (CC / CWG)	L6-10	L4-5,XG-XP-XD-XA	Level 3	Bronze & Silver
B A R S	Uneven Bars	HB: 255 cm LB: 175 cm (± 3 cm) Diagonal: no maximum width (Within equipment manufacturer’s safety limitations)				
		Taller gymnasts may raise both bars by 5 cm (and more if the gymnast is too tall) upon submission of request to raise bar form in appendix. However, a gymnast cannot ask to raise the UB in order to use supplementary matting under the rails				
	Springboards	A soft springboard must be removed after the mount. An approved mounting block (simulating a springboard) may be used.	The springboard or 30 cm block/panel mat must be removed from underneath or the end of the apparatus after the mount.			
		~ The springboard may be placed on the landing mat or on the 10 cm supplementary mat if the mount and dismount are performed on the same side. ~ The springboard MAY be placed on the 20 cm safety mat. If the board is placed on the landing mat, the safety mat (up to 20 cm) must be slid in as soon as the springboard is removed. ~ A wooden plank may be placed under the springboard – CCP only. Xcel gymnasts may not use a wooden plank.				
	Supplementary mat (sting)	~ Mandatory minimum 10 cm, up to 20 cm allowed. ~ A 20 cm safety mat is allowed in place of the 10 cm mandatory supplementary landing mat. ~ The supplementary or safety mat MAY extend beyond the LB				
Safety Mat (20 cm)	For C+ release element, a 20 cm may be slid in and out according to the rules (2 moves preceding and following the element). If Gymnova equipment is used, a 10 cm mat can be slid in, instead of the 20 cm. A spotting block or folded mat that is used for spotting purposes between the bars may remain in place as long as the coach continues to utilize it during the routine.			A spotting block or folded mat that is used for spotting purposes between the bars may remain in place as long as the coach continues to utilize it during the routine		

	Equipment	L9 & L10 (CC / CWG)	Level 6 - 10	L4-5,XG-XP-XD-XA	Level 3	Bronze & Silver
B E A M	Beam Heights <i>with standard 20 cm matting</i>	All Ages: 125 cm	13 and older: 125 cm (Novice & Open) 9-12 years old: 110 or 125 cm (Argo & Tyro)	All ages: 100, 110 or 125 cm		
	Beam Heights <i>with 10 cm matting</i>	All Ages: 115 cm	13 and older: 115 cm (Novice & Open) 9-12 years old: 100 or 115 cm (Argo & Tyro)	All ages: 90, 100, or 115 cm		
	Springboards	A soft springboard must be removed after the mount. An approved mounting block (simulating a springboard) may be used.	The springboard / 30 cm block/panel mat must be removed from underneath or the end of the beam after the mount.			
		~ The springboard may be placed on the landing mat or on the 10 cm supplementary mat if the mount and dismount are performed on the same side. ~ The springboard MAY be placed on the 20 cm safety mat. If the board is placed on the landing mat, the safety mat (up to 20 cm) must be slid in as soon as the springboard is removed. ~ A wooden plank may be placed under the springboard – CCP only. Xcel gymnasts may not use a wooden plank.				
	Supplementary mat (sting)	~ Mandatory minimum 10 cm, up to 20 cm allowed. ~ A 20 cm safety mat is allowed in place of the 10 cm mandatory supplementary landing mat.			~ Level 3 & 4: A supplementary mat is NOT mandatory for dismount ~ Level 5: A supplementary mat is mandatory for dismount ~ Xcel: A supplementary mat is mandatory for dismounts of the end of beam ~ A 10 or 20cm mat is allowed under the beam: must cover the entire area	

	Equipment	L9 & L10 (CC / CWG)	Level 6 - 10	L4-5,XG-XP-XD-XA	Level 3	Bronze & Silver
F L O O R	Floor Area	12 m x 12 m (40 ft x 40ft)				
	Supplementary mat (sting)	Max of 2 ~ 5 or 10 cm allowed (one per tumbling pass): supplementary mat should be placed at beginning of routine, and can be removed, moved or left in place There is no deduction for not marking the corner mats. **CCP Level 3 – Valid in NS only**				
	Safety Mat (20 cm)	Not allowed				

**** VALID IN NS ONLY – Xcel Bronze will not receive Artistry deductions**

COMPETITION WARM-UP

GNS Sanctioned competitions will follow the proposed warm up for all CCP levels.

	Vault	Bars	Beam	Floor
Time / per athlete	XB: 30 sec XS & CCP 3: 45 sec XG & CCP 4-5: 1 min XP & CCP 6-7: 90 sec XD, XA & CCP 8-10: 2 min	XB: 30 sec XS & CCP 3: 45 sec XG & CCP 4-5: 1 min XP & CCP 6-7: 90 sec XD, XA & CCP 8: 2 min CCP 9-10: 2.5 min	XB: 30 sec XS & CCP 3: 45 sec XG & CCP 4-5: 1 min XP & CCP 6-7: 90 sec XD, XA & CCP 8-10: 2 min (CCP ~ may split 1min30 + 30sec)	XB: 30 sec XS & CCP 3: 45 sec XG & CCP 4-5: 1 min XP & CCP 6-7: 90 sec XD, XA & CCP 8-10: 2 min <div> } Max 5 min } Min 8 min } Max 10 min </div>
General Warm-up	20 minutes: CCP 9-10 / 15 minutes: CCP 3-8 & XCEL Athletes may not start the general warm-up on the warm-up or competition floor before the set time. Once the general warm-up starts, athletes may warm-up on the WAG floor, mats and runway only. They may not use the boards and/or go on the table, bars or beam for any reason during the general warm-up. If it is part of the team choreography warm-up, athletes may perform on the floor a) basic floor acro tumbling b) beam acro on a line. The use of diagonals is prohibited.			

AWARDS – XCEL Bronze & Pre-Argo (2017)

Awards for each category as follows:

Event Scores:

~ 1 st	~ 9.00 – 10.00
~ 2 nd	~ 8.00 – 8.975
~ 3 rd	~ 7.975 & below

Allaround Scores:

~ 1 st	~ 36.00 – 40.00
~ 2 nd	~ 32.00 – 35.975
~ 3 rd	~ 31.975 & below

AWARDS – CCP & XCEL (Silver-Sapphire)

Awards for each category as follows:

- ~ 1st Place: if less than four competitors in a category, but more than three
- ~ 1st, 2nd and 3rd Places: if less than 16 competitors in a category, but more than 5 competitors
- ~ 1st to 6th Places: if more than 15 competitors in a category; ribbons for events, medals for All Around

JUDGES HONORARIUM

For Competitions / Trainings / Testing:

Level	Hourly Rate
Brevet	\$34
National (10.1 & 10.2)	\$30
Provincial (Exp 10+) & National (10.3)	\$28
Provincial (Exp 5+)	\$24
Provincial (Exp 3+)	\$20
Provincial (1-3 yrs)	\$16
Side / Shadow Judges - paid by WPC	\$15

PROVINCIAL CHAMPIONSHIPS

ELIGIBILITY

- a) Gymnasts must receive a minimum 30.00 in one GNS sanctioned or approved qualifying competition during the respective competitive season to be eligible to compete in the Provincial Championships.
- b) Registered gymnasts must compete in the proper age category in at least one GNS sanctioned or approved qualifying competition during the respective competition season to be eligible to compete in the Provincial Championships.
- c) A gymnast may change from one category / level to another in an upward or downward mobility and compete in Provincial Championships in any category / level for which she has qualified.
- d) **Pre-Argo & Bronze athletes will not be eligible to compete at Provincial Championships.**

PROVINCIAL TEAMS

Provincial teams including coaches, will be named at a WPC Meeting at the conclusion of the respective sessions of the Provincial Championships as follows:

ELIGIBILITY

- a) Gymnasts must receive the appropriate qualifying score at GNS sanctioned or approved qualifying competitions during the respective competitive season to be eligible to compete at Atlantic Championships, Eastern Championships & National Championships. **See Appendix B**

ATLANTIC CHAMPIONSHIPS

- a) Athletes must be 8 years and older, before January 1st of the competition year
- b) May register a maximum of six (6) athletes per **XCEL & CCP** age category
- c) A full team consists of minimum three (3) and maximum six (6) athletes
- d) Potential Teams:
 - **XCEL Gold: Argo, Tyro, Novice & Open**
 - **XCEL Platinum, Diamond & Sapphire: Junior & Senior**
 - CCP Level 5: Argo, Tyro, Novice & Open
 - CCP Level 6: Argo, Tyro, Novice & Open
 - CCP Level 7: Argo, Tyro, Novice & Open
 - CCP Level 8: Argo, Tyro, Novice & Open
 - CCP Level 9: 11-14 years & 15 years+
 - CCP Level 10: 12-15 years & 16 years+
- e) The top 5 All Around gymnasts in each category listed above at Provincial Championships, automatically qualify for a spot on the team, granted they have achieved the respective qualifying scores (**Appendix B**).
- f) The 6th member of each team is to be named at WPC's discretion – this will only be done in extreme circumstances.

EASTERN CANADIAN CHAMPIONSHIPS

- a) All Athletes must be 8 years and older, before January 1st of the competition year.
- b) May register a maximum of six (6) athletes per CCP age category
- c) A full team consists of minimum three (3) and maximum six (6) athletes
- d) Potential Teams:
 - CCP Level 7: Argo, Tyro, Novice & Open
 - CCP Level 8: Argo, Tyro, Novice & Open
 - CCP Level 9: 11-14 years & 15 years+
 - CCP Level 10: 12-15 years & 16 years+
- e) The top 5 All Around gymnasts in each category listed above at Provincial Championships, automatically qualify for a spot on the team, granted they have achieved the respective qualifying scores (**Appendix B**).
- f) The 6th member of each team is to be named at WPC's discretion – this will only be done in extreme circumstances.

NATIONAL CHAMPIONSHIPS

- a) May register a maximum of six (6) athletes per CCP age category
- b) A full team consists of minimum three (3) and maximum six (6) athletes
- c) Potential Teams:
 - CCP Level 9: 11-14 years & 15 years+
 - CCP Level 10: 12-15 years & 16 years+
 - Novice HP (Qualification at Elite Canada)
 - Junior HP (Qualification at Elite Canada)
 - Senior HP (Qualification at Elite Canada)
- d) The top 5 All Around gymnasts in each category listed above at Provincial Championships, automatically qualify for a spot on the team, granted they have achieved the respective qualifying scores (**Appendix B**).
- e) The 6th member of each team is to be named at WPC's discretion – this will only be done in extreme circumstances.

a. OTHER PROVINCIAL TEAM COMPETITIONS

Selection criteria for members of a Nova Scotia team will be determined by the Women's Program Committee.

b. EASTERN & ATLANTIC CHAMPIONSHIPS PRIORITY SELECTION

The following scheme will be used to help determine the priority of athlete selection for Eastern Championships and Atlantic Championships:

- a) Athletes have the option to attend both Eastern and Atlantic Championships
- b) Easterns Team will be filled with the above-mentioned athletes ranked from Provincial Championships, if athletes are willing and available. If any of these gymnasts choose not to attend Easterns, the next available athletes ranked from Provincial Championships will fill the team.
- c) Atlantics Team will be filled with the above-mentioned athletes ranked from Provincial Championships, if athletes are willing and available. If any of these gymnasts choose not to attend Atlantics, the next available athletes ranked from Provincial Championships will fill the team.
- d) WPC will have final approval of all the scenarios listed above.

TEAM COACH SELECTION

For a full team, an assistant coach is required. The assistant coach will be selected on the same basis as the Team coach. In the event of a tie based on points, the coach with the highest placing AA gymnast is selected.

The team coach will be fully funded by Gymnastics Nova Scotia. The assistant coach is not funded by GNS.

a) Atlantic Championships

Coach selection will be determined by point system, based on Provincial Results:

- 6 pts. for 1st place AA
- 5 pts. for 2nd place AA
- 4 pts. for 3rd place AA
- 3 pts. for 4th place AA
- 2 pts. for 5th place AA
- 1 pt. for 6th place AA (WPC selected gymnast)

b) Eastern Championships

Coach selection will be determined by point system, based on Provincial Results:

- 6 pts. for 1st place AA
- 5 pts. for 2nd place AA
- 4 pts. for 3rd place AA
- 3 pts. for 4th place AA
- 2 pts. for 5th place AA
- 1 pt. for 6th place AA (WPC selected gymnast)

c) National Championships

Coach selection will be determined by point system, based on Provincial Results:

- 6 pts. for 1st place AA
- 5 pts. for 2nd place AA
- 4 pts. for 3rd place AA
- 3 pts. for 4th place AA
- 2 pts. for 5th place AA
- 1 pt. for 6th place AA (WPC selected gymnast)

d) Other Provincial Teams

Coaches will be named by WPC

INTER CLUB - Fun Meet Events

- All Fun Meets are non sanctioned events
- Competitive Levels are not eligible to participate at a non sanctioned event
 - However, the Host Club may include a category “equivalent to” Xcel Bronze + or CCP 3+.
- The Host Club can set all parameters for their Fun Meets, including but not limited:
 - Registration Fees & Deadlines
 - Age Requirements
 - Maximum number of participants per session
 - Scoring Approach / Procedures
 - General warm-up & event warm-up procedures
 - Routine & Event Skill Requirements
 - Equipment Specifications
 - “Judges” do not need to be GNS qualified judges

SECTION THREE – CODE OF ETHICS & CODE OF CONDUCTS

My commitment to the Gymnastics Nova Scotia and Gymnastics Canada community

- A. I will conduct myself in a manner that is of the highest moral, ethical, and professional standards, that embraces Gymnastics Nova Scotia's vision, mission, and values, and that is athlete-centered.
- B. I will support the rights of all individuals, especially children and youth, and treat all individuals with the highest standards of respect, dignity, and integrity.
- C. I will be accountable for my behaviour and actions at all times.
- D. I will act on the conviction that the current and future well-being of athletes is more important than their success or my success in the sport.
- E. I will create a culture of trust and safety and ensure that all individuals, especially children and youth, are provided active opportunities to use their voice, present ideas, opinions, and concerns, and are listened to and valued accordingly. I will respond promptly and appropriately to their concerns.
- F. I will be aware of and care for my own physical, psychological, emotional, and social well-being to ensure I engage in my roles and responsibilities with Gymnastics Nova Scotia to the best of my abilities.
- G. I will support and foster an inclusive sport environment for all participants regardless of race or perceived race, ancestry, citizenship, nationality or national origin, place of origin, ethnic or linguistic background or origin, colour, religion, political belief, age, sex, sexual orientation, gender identity or expression, marital status, family status, social condition or disadvantage, physical or mental disability, genetic characteristics, body type, athletic level or ability, or any other prohibited ground of discrimination in accordance with applicable human rights legislation.
- H. I will disclose all actual, potential, or perceived conflicts of interest and consistently treat all individuals and organizations professionally, fairly, courteously, honestly, impartially, and with their best interests in mind, regardless of self-interest, personal goals, outside pressure, expectation of reward, fear of criticism, or other influences of this nature.
- I. I will exercise transparency in decision-making, with all due regard to privacy and confidentiality as may be warranted.
- J. I will respect the property of others and not willfully cause damage thereto.
- K. I agree to adhere to the Canadian Anti-Doping Program and will not use, direct, or imply use, possess, distribute, or promote the use of cannabis, illegal substances, or performance-enhancing drugs. I understand that despite its legalization in Canada, cannabis continues to be a prohibited substance for which a positive test can still result in a sanction. I further understand that any infraction under the Canadian Anti-Doping Program shall be considered an infraction of this Policy and may be subject to further disciplinary action.
- L. I will not use, direct, or imply use, possess, or distribute medication that does not belong me.
- M. I will not distribute, and/or direct or imply others' use of medication prescribed to me.
- N. If a minor, I will refrain from consuming (vaping, smoking, eating, or ingesting by any other means) alcohol, tobacco, cannabis, or any illegal substance at all times.
- O. If an adult, I will refrain from consuming (vaping, smoking, eating, or ingesting by any other means) cannabis or any illegal substance at all times during Gymnastics Nova Scotia activities and events. Alcohol may be consumed from time to time at Gymnastics Nova Scotia-related business, social, and recreational events provided consumption is professionally reasonable and kept to a minimum. Under no circumstances will I operate a motor vehicle if my abilities to do so are in any way impaired.
- P. I understand that I am prohibited from reporting to any Gymnastics Nova Scotia competitions, training camps, tryouts, programs, events, and other activities under the influence of non-prescription drugs including without limitation recreational cannabis and alcohol.
- Q. I will review, understand, and comply with my club's, provincial/territorial association's and Gymnastics Canada's policies, rules, regulations, and best practice guidelines and fulfill all obligations to the Provincial Team and/or National Team, if required.
- R. I will respect, practice, and advocate the principles of Safe Sport in all activities, training, and competitive events related to Gymnastics Nova Scotia and Gymnastics Canada.
- S. I will follow the Fédération Internationale de Gymnastique (FIG) Code of Ethics at FIG events and FIG sanctioned events and honour my role as an ambassador of Gymnastics Canada.
- T. I will follow the Gymnastics Nova Scotia Code of Ethics at National events, National sanctioned events and Provincial team events and honour my role as an ambassador of Gymnastics Nova Scotia.
- U. I will abide by all applicable federal, provincial, territorial, and municipal laws, as well as policies, rules, regulations, and standards of conduct established by any membership and/or licensing bodies to which I belong, and maintain good standing with these professional bodies at all times.

As an employee, contractor, consultant, coach, coach developer, official, volunteer, or adult in a supervisory role, I will also recognize the privilege, power, authority, and trust inherent to my role within the **Gymnastics Nova Scotia and Gymnastics Canada** community. I will embrace my responsibility to facilitate a safe and positive environment and take all reasonable measures to ensure that all participants are safeguarded from harm.

- A. I will comply with **Gymnastics Nova Scotia's** and Gymnastics Canada's screening measures and take responsibility for developing, utilizing, and maintaining knowledge and competencies relevant to my role in the gymnastics community.
- B. I will establish and maintain clear, appropriate, and consistent boundaries with all participants, especially children and youth, that reflect Gymnastics Nova Scotia's and Gymnastics Canada's policies and best practice guidelines.
- C. I will not, under any circumstances, behave in a sexual manner, or engage in a sexual or intimate relationship with any athlete or minor coach, official, or volunteer for whom I am responsible through a club, member association, or national team setting, or with any minor whatsoever. This includes but is not limited to the use of sexual jokes, language, and/or names, the display of sexually explicit materials, sexual solicitations or advances, participation in sexual touching and/or exploitation, and the use of, reference to, distribution of obscene or pornographic images or language, or participation in any kind of sexual activity.
- D. I will refrain from engaging in exploitative, intimidating, discriminatory, abusive, neglectful, or corrupt relations of any kind, in-person or through the means of written communication, including but not limited to email, text messaging, and social media, and will not use my power, authority, or trust to encourage or coerce others to engage in or view inappropriate, unethical, or illegal activities.
- E. I will treat all allegations or suspicions of misconduct seriously and immediately report any concern for the welfare of participants, especially children and youth, to Gymnastics Nova Scotia and/or Gymnastics Canada and, if warranted, to the appropriate law enforcement authorities and/or children's aid society.
- F. I will fully cooperate with any investigations conducted or directed by Gymnastics Canada, provincial and territorial member associations, local clubs, and/or any law enforcement authorities.
- G. I will notify Gymnastics Nova Scotia and/or Gymnastics Canada if I am facing any criminal charges, ongoing criminal investigations, convictions, or bail conditions.
- H. I will remain aware of and comply with all of Gymnastics Nova Scotia's bylaws, policies, rules, and other relevant regulations, as amended from time to time.
- I. I will not attempt to cover up or conceal any conduct of an individual that is, or may be, in breach of this Code of Ethics and Conduct Policy.
- J. I will promote a Safe Sport environment, adhere to and attend all training in relation to this Policy and other relevant policies, ensure that the measures and procedures set out herein are followed by others, and ensure that others have received the necessary information and instructions to protect themselves from behaviour that contravenes any of the applicable policies.

Coaches' Code of Conduct

Coach-athlete and coach-parent relationships are privileged ones. Coaches play a pivotal role in the personal and athletic development of the athletes they coach and serve as key role models through which the values and goals are demonstrated, fostered, and upheld. Coaches must recognize, understand, and be sensitive to the inherent power, authority, and trust their position holds. As such, coaches owe a duty of care to all athletes and young coaches or judges in their gymnastics environment.

Gymnastics Nova Scotia and Gymnastics Canada have adopted the Coaching Association of Canada's National Coaching Certification Program (NCCP) Code of Ethics that describes the fundamental values of safety, responsible coaching, engaging in relations with integrity, respecting athletes, and honouring sport. These values have been embedded into the Gymnastics Nova Scotia and Gymnastics Canada Code of Ethics and the Coaches' Code of Conduct.

In addition to abiding by the Code of Ethics, coaches must:

- A. embrace the responsibility to facilitate and advocate for a safe, healthy, and inclusive environment
- B. act in the best interests of all participants involved in programs and activities
- C. establish and advocate for open and observable training and competitive environments, meetings, medical treatments, and travel with children and youth
- D. ensure that the training or competition site is safe at all times and act quickly and appropriately in the case of emergency
- E. accurately represent education, certifications, experience, competitive achievements, and eligibility necessary for the role
- F. encourage behavioural change and foster learning through positive feedback, constructive criticism, problem-solving, and other forms of positive discipline
- G. refrain from harmful practices such as, without limitation: hitting, name-calling, yelling, excessive training, denying attention, restricting adequate nutrition, using insults, threats or intimidation
- H. communicate consistently and openly with all members of the community, especially athletes and parents and legal guardians,

and empower them to share in decision-making processes related to athletic development, health and well-being, commercial activities, or recognition

- I. treat all athletes equally and refrain from displaying favouritism, giving special privileges, sending personalized gifts, or creating opportunities to engage privately with a particular athlete or athlete's family outside of the sport context
- J. refrain from one-on-one personal communication with minor athletes through emails, texts, letters, or phone calls and always include parents, legal guardians, or other responsible adults in these communications
- K. refrain from offering unauthorized or one-on-one transportation to an athlete
- L. respect all judges and volunteers and refrain from attempting to intimidate, embarrass, or improperly influence any individual responsible for judging or administering a competition; and
- M. report any conduct that is perceived to contravene this ***Code of Ethics and Conduct*** to Gymnastics Nova Scotia as soon as possible, in accordance with the reporting procedures set out in the ***Complaints and Discipline Policy and Procedures***

Team Personnel Code of Conduct

In addition to abiding by the Code of Ethics, team managers, Integrated Support Team members, non-coaching appointees, team delegates and officials, volunteers, and any other personnel must:

- A. embrace the responsibility to facilitate and advocate for a safe, healthy, and inclusive environment;
- B. act in the best interests of all participants involved in programs and activities;
- C. communicate consistently and openly with all members of the community, especially athletes and parents and legal guardians, and empower them to share in decision-making processes related to athletic development, health, and well-being;
- D. establish and advocate for open and observable environments for training, competition, and medical assistance, treatment, and support;
- E. treat all athletes equally and refrain from displaying favouritism, giving special privileges, sending personalized gifts, or creating opportunities to engage privately with a particular athlete or athlete's family outside of the sport context;
- F. refrain from one-on-one personal communication with minor athletes through emails, texts, letters, or phone calls and always include parents, legal guardians, or other responsible adults in these communications;
- G. abide by all applicable laws, policies, rules, and regulations, and standards of conduct established by the applicable licensing body governing each medical support staff, and maintain membership in good standing with these licensing bodies;
- H. always respect and uphold the confidentiality of personal and/or medical information and share pertinent information with appropriate personnel only;
- I. maintain appropriate records as required by Gymnastics Nova Scotia, Gymnastics Canada and/or the applicable licensing body in which the individual belongs;
- J. respect judges and volunteers and refrain from attempting to intimidate, embarrass, or improperly influence any individual responsible for judging or administering a competition; and
- K. report any conduct that is perceived to contravene this ***Code of Ethics and Conduct*** to Gymnastics Nova Scotia as soon as possible, in accordance with the reporting procedures set out in the ***Complaints and Discipline Policy and Procedures***.

Judges' Code of Conduct

In addition to abiding by the Code of Ethics, Gymnastics Nova Scotia judges must:

- A. conduct all events according to the rules of Gymnastics Nova Scotia, Gymnastics Canada and the Fédération Internationale de Gymnastique (FIG)
- B. be completely unbiased
- C. avoid judging a gymnast they are coaching or are related to
- D. not allow anything to influence or give the appearance of affecting their judgment in rendering fair and impartial scores
- E. act professionally, honour, and support Gymnastics Nova Scotia and/or Gymnastics Canada as an ambassador
- F. not criticize or attempt to explain other judges' judgments or decisions to coaches, teams, or affiliates
- G. avoid judging at meets where they hold a bias for or against a particular team or individual
- H. refrain from officiating the level at which they may compete
- I. take advantage of professional development and educational opportunities to ensure up to date awareness and understanding of the changes and evolution of the sport
- J. respect all volunteers and refrain from attempting to intimidate or embarrass any individual responsible for administering a competition; and
- K. report any conduct that is perceived to contravene this ***Code of Ethics and Conduct*** to Gymnastics Nova Scotia as soon as possible, in accordance with the reporting procedures set out in the **Complaints and Discipline Policy and Procedures**.

Athlete Rights and Code of Conduct

Gymnastics Nova Scotia is an athlete-centered organization and, as such, strives to ensure that each athlete's experience is one of quality, safety and enjoyment.

Athlete Rights

Athletes should have expectations of their sport as well as the sport having expectations of the athletes. Athletes have the right to:

- A. participate in a safe, healthy, and inclusive environment;
- B. have qualified, experienced, and athlete-centered leadership that attends to the well-being and developmental needs of athletes;
- C. participate in a transparent and clean sport environment that has fair officiating, clear rules, and appropriate training and competition schedules.
- D. feel empowered, use their voice, and share in the leadership and decision-making of their sport experience;
- E. have appropriate opportunities for proper preparation for competitions;
- F. receive information that is important to athlete well-being and be advised of all opportunities to strive for success;
- G. access education related to the sport, participation, welfare and safety, as well as, work or study throughout active participation in gymnastics, should the athlete wish to do so.
- H. be respected, treated with dignity, and safeguarded from abuse, harassment, or discrimination;
- I. report misconduct without fear of reprisal;
- J. know, understand, protect, and advocate for their rights.

Athlete Code of Conduct

When participating in competitions, training, team activities, or traveling to or from any activity or event assigned by Gymnastics Nova Scotia or Gymnastics Canada, athletes must follow Gymnastics Nova Scotia's and Gymnastics Canada's Code of Ethics and standards and expectations for conduct.

In addition to abiding by the Code of Ethics, athletes must:

- A. help foster a safe, healthy, and positive gymnastics environment;

- B. have respect for themselves and others and be courteous to coaches, judges, managers, volunteers, spectators, staff members, competitors, and others in the training and competitive environment;
- C. report physician-prescribed medication, i.e., controlled substances that may impair their ability to perform or affect the safety or well-being of others, to the appropriate integrated support team representative of Gymnastics Nova Scotia or Gymnastics Canada, and avoid the use of, advocating for, condoning, promoting, or distributing of any prescription drugs or banned substances, including cannabis;
- D. report any health-related concerns in a timely fashion, wherein such concerns may limit the athlete's ability to travel, train, compete or, in the case of carded athletes, interfere with one's ability to fulfill requirements under the Athlete Assistance Program
- E. ensure all communications on social media are respectful of Gymnastics Nova Scotia, Gymnastics Canada, the team, other teams, support staff, judges, volunteers, and others in the training and competitive environment;
- F. acknowledge and follow instructions from coaches, responsible adults, and other persons of authority at events and when travelling, for their own safety and protection and that of others; and
- G. report any conduct that is perceived to contravene this *Code of Ethics and Conduct* to Gymnastics Nova Scotia as soon as possible, in accordance with the reporting procedures set out in the *Complaints and Discipline Policy and Procedures*.

SECTION FOUR: COACHING RESPONSIBILITIES

Professionalism & Expectations

- Be aware of, understand and follow the Gymnastics Nova Scotia's Code of Ethics and Conduct
- Ensure that all members of your club/organization or of the delegates of the team are aware of, follow and understand Gymnastics Nova Scotia's Code of Ethics and Conduct
- Be responsible for the personal conduct of your athletes regarding attitude, integrity and adherence to the rules.
- Know your Technical Rules as per the:
 - Xcel Code of Points
 - Development Compulsory Code of Points
 - Development Optional Code of Points & Gymnastics Canada CCP Manual
 - Canadian Aspire Stream Manual
 - FIG Code of Points & Canadian HP Manual (Modified FIG)
- Attend coaches meetings to familiarize yourself with the rules of each competition and abide by the rules
- Promote ethical relationships among coaches and with judges before, during and after competitions and other report related events
- Strive to exemplify high moral character, behavior and leadership and therefore develop these qualities in your athletes
- In competition:
 - Warm up fairly. Do not use equipment before warm up has begun and adhere to the warm up schedule
 - Encourage good sportsmanship among your team while refraining from yells or cheers that may prove distracting to others
 - Do not use word signals to your athletes while they are competing.
 - Do not obstruct the view of the judges
- Display modesty in victory and graciousness in defeat.
- Inquiry, Protest & Appeal Procedures (refer to the CCP Manual Supplement – Section 3)
- Show respect and courtesy to other coaches and athletes.
- Respect the integrity and judgment of the officials

Dress Code - as per the Canadian Competitive Program Manual

To maintain a professional image, coaches are required to abide by the following regulations for attire while on the competition floor during warm-up and competition:

- T-shirt, polo or long-sleeved sportswear tops, track pants and appropriate indoor footwear.
- Hats, shorts, midriff tops, ripped & torn clothing or similar are not permitted.

4.3 GNS Screening Policies

GNS requires that the following Sport Leader Roles must have the screening requirements

Sport Leader Role	Police Background Check + 18 years	Vulnerable Sector Check + 18 years	NS Child abuse registry + 18 years	NCCP – Safe Sport Training	NCCP – Making Ethical Decisions	NCCP – Making Headway in Sport	Rule of 2 training	Respect in Sport - Activity Leader	NCCP Compliance
Foundations Coach	✓	✓	✓	✓	✓	**	**	✓	✓
Competitive Coach	✓	✓	✓	✓	✓	✓	✓	✓	✓

✓ ~ Mandatory Gymnastics Nova Scotia and Sport Nova Scotia requirements

** Foundations coaches who are also Supervisory coaches must also have Making Headway and Rule of 2 Training

Minimum Club Supervisor Requirements

<u>Minimum Supervisor Training</u>	<u>WAG Levels</u>
Gymnastics Foundations (GF) Certified	Recreational Non-Inverted Programming Only *
Competition Introduction (C1) Trained	CCP3, CPP4, CPP5, CPP6, Xcel Bronze, Silver, Gold
Competition Introduction Advanced(C2) Trained	CPP7, CPP8, CPP9, CPP10, Aspire, Xcel: Platinum, Diamond & Sapphire
Competition Development (C3) Trained	Novice, Junior, Senior

* Examples of inversions include front & back handsprings, front & back saltos on floor or trampoline. Any programs (recreational or competitive) which include those skills must have a supervisor with a minimum of Competition Intro (C1) trained on site at all times

Competition Coaching Eligibility Requirements

<u>Certification</u>	<u>WAG Levels</u>
Gymnastics Foundations (GF) Certified	CCP3 (with exemption if granted), Xcel Bronze
Competition Introduction (C1) Trained	CCP3, CCP4, Xcel Silver, Xcel Gold
Competition Introduction (C1) Certified	CCP5, CCP6, Xcel Platinum or
Competition Introduction Advanced (C2) Trained	CCP7, CCP8, Xcel Platinum
Competition Introduction Advanced(C2) Certified or Competition Development (C3) Trained	CCP9, CCP10, Xcel Diamond & Xcel Sapphire
Competition Development (C3) Certified	Novice, Junior, Senior

Exemption Policy

- Coaches are permitted to coach one tier above their designated eligibility level if:
 - They are directly supervised by a coach of the required or higher, level coach
 - They have not passed up on an opportunity to take the required course offered in Nova Scotia
 - They plan to achieve the necessary certification or complete the necessary course work within the next twelve months
- Requests for exemption to be made to the Competition Chair, at least two weeks prior to the first GNS sanctioned competition of the calendar year

3. Exemptions will last for one competition season only; however, they can be reapplied for, provided the above criteria have been
4. Exemptions are only applicable within Nova Scotia, at GNS sanctioned competitions and are not valid at out of province or National events
5. One-time, single day exemptions can be granted if the above criteria are met. These exemptions require the endorsement of the applying clubs' head coach who will take direct responsibility for the coach and their actions. Any abuse (ie. Multiple applications, falsification of information, etc.) of this system will result in a \$100 fine
6. Any exemptions made for more than one tier will be brought before the GNS Board of Directors for consideration
Please see exemption application form (Appendix C)

Inquires Procedure - Valid in NS Only

A judging inquiry is permitted for:

Levels 8-10 on SV, Composition, Neutral Deductions and Final Score

Levels 3-7 on SV, Neutral Deductions and Final Score

- An inquiry occurs when a coach approaches the D1 of an apparatus and/or the Chief Competition Judge (CCJ) and, in-person, asks a question or seeks clarification about a score of their **own** athlete during a competition.
- The inquiry is made verbally to the D1 following the end of a rotation and not more than 15 minutes after rotations 1-3 have ended and not more than 5 minutes after the last rotation, coaches may present their inquiry to the CCJ if the panel is not available during the competition to ensure the time guidelines are followed. CCJ should monitor the time of completion of each rotation and the last 5 minutes after the final rotation. Judges should remain at their tables for the full 5 minutes after the end of competition.
- The D1, on behalf of the panel, responds to the inquiry. Response to an inquiry must not in any way delay the competition. Coaches should not expect justifications to cover every 0.05 deduction
- During the consideration of the verbal inquiry, the D1 will:
 - Review their scripting and verify major deductions, composition, throughout deductions and values with the D2 - if obvious omissions or mathematical errors are discovered - score may be adjusted accordingly. Coaches should be aware that upon an inquiry review scores may be lowered if errors in counting DV or missed deductions are found. Any change of score should be justifiable and the CCJ should be informed of any inquiry and the result.
 - Upon Review of routine by both D1/D2, if no errors are discovered and scores are within range, no change to the score is necessary. There is no further protest or appeal procedure in Nova Scotia.
- Score inquiries are to ensure that rules and deductions are being applied fairly and to encourage open and educational dialogue between coaches and judges. Coaches should not request that a score be raised to meet a qualifying threshold. Affiliated D1's should use discretion when processing inquiries from their own club and recuse themselves if and when needed by submitting their judging sheets to the CCJ and D2 or other designate such as Judging Chair, Chair of WPC or other D1 to make final decisions on inquiries.
- D2 or E panel judges are not obligated to change their scores either in response to an inquiry or if asked to do so by a D1 if there are no errors/omissions and the scores are within an acceptable range (as per the Development Program COP). In the event of an 'impossible score' -ie a score that mathematically doesn't reflect the skills performed or errors made, the CCJ can insist that a judge re-evaluate their score.

Technical inquiries are allowed for music interruption, fall time and termination of exercise, equipment failure, special occurrences related to the organization of the completion that alter the conditions or timing (like a delay due to power outage or injury), deductions for jewellery, non-observance of warmup time, signals, verbal commands, unsportsmanlike behaviour of athlete or coach.

- Technical inquires can be made verbally to the CCJ or to the D1 of the apparatus within 15 minutes of the end of each rotation and not more than 5 minutes after the last rotation. The CCJ or the D1 will rule on technical inquires, with input from minor officials or meet director.
- CCJ's should note all inquiries from a competition and communicate to the Judging Chair.
- Abusive, harassing and disrespectful behaviour from a coach will not be tolerated and may result in sanctioning, carding or further CJ deductions. All inquiries should be civil and coaches and judges should address each other with respect. Once a final decision is made, no further discussion will be permitted.

SECTION 5: JUDGING RESPONSIBILITIES

Professionalism

- A judge shall demonstrate professionalism and responsibility to the sport and respect for all members of Gymnastics Nova Scotia
- The Professional Guidelines outlined in this document are intended to provide direction and to assist judges with decision-making
- It is not possible or practical to outline guidelines for every situation which may occur. In cases where a specific rule does not exist, judges are expected to exercise common sense, practice courtesy and show respect in all decisions. Any such situation should be noted in the Competition Chief Judge (CCJ) Report, which will be forwarded to the Judging Chair & WPC for discussion, if necessary
- The role of the Judge is as an evaluator of the routines performed within the confines of the technical rules.
- You should also always consider yourself as an ambassador of the province and the sport, at all times
- Judges play a critical role in establishing the environment at all competitions. This environment should be safe, fair, positive, relaxed, and friendly.

Expectations:

The following guidelines will assist in establishing and maintaining the appropriate environment

- To respect the needs of each club, coach, gymnast, and other judges.
- To arrive at the judges' meetings on time in judging uniform.
- To understand the rules and regulations governing competitions.
- To be prepared for each specific judging assignment.
- To be certain that both coaches and gymnasts are present before the warm-up begins.
- To greet gymnasts on arrival at each event. All panel members are to stand to greet the gymnasts for their first event; the D1 is to stand to greet the gymnasts for all other rotations.
- To acknowledge gymnasts with eye contact at the beginning and end of each routine.
- To work quickly and accurately to produce a score, and to be prepared to justify that score with reference to current documentation.
- To be a cooperative member of the judging panel.
- To be unbiased, fair and impartial in scoring
- Judges are required to remain on the competition floor at their event for 5 minutes after the conclusion of the competition (final gymnast on all four events has competed).
- Stays up to date on certifications

All registered GNS Judges are required to sign the GNS Code of Conduct for Judges each competitive season.

Philosophy

The ultimate goal of a Judge is to be seen as an objective Judge

- One who is not affected by personal likes
- One who does not cater to prejudices
- One who does not allow personal aspirations to affect their relations to and with coaches, athletes, and other officials. Strictly speaking, you are an evaluator of a routine, but you are more than that.
- At each competition, you are the culmination of the athlete's training to that point, and so, you represent more than a means to evaluation. Your score is reflective of not only the athlete's skill, but it also reflects the athlete's training, and to some extent, the relationship between the athlete and coach. All in all, your judging should be taken very seriously.

Dress Code

- **Navy Blue Blazer** and matching **skirt or pants**
- **White** woven or knit blouse like top
(midriff tops, halter tops and spaghetti strap tops are not acceptable)
- **Soft** solid footwear ~ black or blue

- Sweaters are permitted during cold venue conditions (solid navy only)
- Judges may remove jackets when judging as temperature permits
- If an invitational competition has a theme, judges are allowed to dress in that theme.

Evaluation Procedure

Judges must attend upgrading workshops / clinics as deemed necessary by the WPC Judging Chairperson.

Judge Level & Recommendations

This section is a working document of guidelines

Provincial (1-3 years):

- After completing the beginner course, must side judge a minimum of 2 sessions of CCP Levels 3-6.
- Judge - min. 3 sessions of each - CCP Level 3, 4, 5, 6.
- SJ - min 1 session level 7 & 8.

Provincial (Exp 3 years+):

- Judge - min. 2 sessions of each - CCP Level 3, 4, 5, 6.
- Judge – min. 3 sessions 7, 8 & Aspire Stream
- SJ - min 2 sessions Levels 9, 10

Provincial (Exp 5 years+):

- Judge - min. 2 sessions of - CCP Level 3, 4, 5, 6, 7.
- Judge – min. 3 sessions 8, 9, 10, & Aspire Stream
- Attend & audit NJ Course every 2 years, as recommended by JC / WPC.

Provincial (Exp 10 years+):

- Judge - min. 2 sessions of - CCP Level 3, 4, 5, 6, 7.
- Judge – min. 3 sessions 8, 9, 10, & Aspire Stream
- Attend & audit NJ Course every 2 years, as recommended by JC / WPC.

National 10.3:

- Judge - min. 2 sessions of - CCP Level 3, 4, 5, 6, 7.
- Judge – min. 3 sessions 8, 9, 10, & Aspire Stream
- Level 3 NCCP (do judging section), as per GCG guidelines (TBD)
- Attend NJ Course & write exams every 2 years, as per GCG guidelines
- Must achieve a minimum of 75%
- Eligible to judge in province only

National 10.2, 10.1 & Brevet:

- # routines, as per GCG guidelines.
- Level 3 NCCP (do judging section), as per GCG guidelines (TBD)
- Attend & write exams NJ Course every 2 years, as per GCG guidelines.
 - **10.2** ~ Must achieve a minimum of 80%
~ Eligible to judge at Atlantics & Eastern Championships
 - **10.1** ~ Must achieve a minimum of 85%
~ Eligible to judge at Atlantics, Easterns, Nationals & Canada Games
 - **Brevet** ~ As Per GCG guidelines

Competition Guidelines for Judges

Honorarium

- The Competition Chief Judge's honorarium will commence 30 minutes prior to the start of the first judges meeting of the day. All other sessions will commence at the start of the judges meeting.
- A panel judge's honorarium will commence at the start of the judges meeting, as scheduled by the Judging Chairperson..
- The conclusion of the judge's honorarium is at the posted competition end time, except for the last session of the day, which is fifteen minutes after the final competitor.
- There is no honorarium paid between sessions or if a judge is fulfilling another role as a coach / athlete.
- Judges are entitled to a minimum of 30 minutes between sessions.
- A judge is eligible for mileage as per GNS policy, when traveling 100 km+ one way to a competition. If judges have carpooled with one or more judges to the competition, a judge is eligible for \$0.55 / km. All mileage must be approved by the Judging Chairperson prior to the competition. (See Honorarium Form attached)
- When a judge travels more than 100km one way to a competition, the host club must provide the judge with dinner or the GNS meal per diem for any meals while travelling. Do not claim meal per diem, if provided
- Judges selected to attend Atlantic, Eastern and National Championships will be paid as per GNS WPC Guidelines

Judges' Level	Hourly Rate
Brevet	\$34
National (10.1 & 10.2)	\$30
Provincial (Exp 10+) & National (10.3)	\$28
Provincial (Exp 5+)	\$24
Provincial (Exp 3+)	\$20
Provincial (1-3 yrs)	\$16
Side / Shadow Judges - paid by WPC	\$15

Panel Selection

- **Xcel Bronze ~ One judge per panel is all that is required.**
- **Xcel Silver – CCP Level 10 ~ Two judges per panel, must be available to sanction competitions.**
- In the event that a judge has an emergency the day before or the day of the competition and no other judge is able to fill this spot, one panel (preferably vault), can be dropped to only 1 judge.
- If possible, a Competition Chief Judge must be available and not have panel duties.
- Clubs are responsible for inquiring with judges if they are available for their competition. The host club will inform the judging chairperson 30 days prior to the meet if not enough adequate judges are available. The Judging Chairperson will assist in finding appropriate judges. Judging panels will be designated by the Judging Chairperson. Panels will be sent to each judge ten days prior to the competition date

Duties

All Judges

- Judges must attend the scheduled judges meeting. Each judge must be on time to ask/answer questions and receive clarifications & rule updates.
- Judges not able to fulfill their commitment must inform the judging chairperson immediately
- Judges must follow the GNS Code of Conduct and Code of Ethics for Judges

Competition Chief Judge:

- Arrive at competition site at least 30 minutes prior to start of judging meetings and get acquainted with the meet manager
- Preside over judge's meetings. Pass on any updated information regarding technical rules and changes.

Apparatus Chief Judge:

- Review level requirements and expectations with their panel regarding composition and difficulty
- Call a conference of the panel judges in the event of too wide a range of scores or in the event of a protest

Late Arrive or No Show of Judges

- In the event the Competition Chief Judge has not arrived at the judge's meeting at the stated time, she will be replaced by a named alternate. The highest ranked Apparatus Chief Judge will assume the Competition Chief Judge duties and will remain on a panel judge.
- In the event an Apparatus Chief Judge has not arrived at the judge's meeting at the stated time, she will be replaced by a named alternate.
- If a panel does not have enough judges 15 minutes prior to the start of the competition ~ panels will be rearranged or a judge who is scheduled to side judge the event will be asked to be a panel judge
- A judge who arrives less than 15 minutes prior to the commencement of the competition will not judge that competition session. A panel is reduced by one (1) judge

Out of Province Competition Selection

- All judges attending out-of-Province Clinics and / or competitions must submit a report to the Judging Chairperson within 14 days of the event.
- If judges are under 19 at Atlantic or Eastern Championships, they **MUST** be supervised by the Chef de Mission.

APPENDIX A

GNS WAG COMPETITIVE STRUCTURE SCHEMATIC

Age Category	Highest Meet
HP – Senior, Junior, Novice	ELITE CANADA / NATIONALS
CCP Level 10	NATIONALS
CCP Level 9	
CCP Level 8	EASTERNS
CCP Level 7	
CCP Level 6	ATLANTICS
CCP Level 5	
CCP Level 4	
Xcel Sapphire	
Xcel Diamond	
Xcel Gold	
CCP Level 3	PROVINCIALS
Xcel Silver	
Xcel Bronze & All Pre-Argo Aged Gymnasts	INVITATIONALS

APPENDIX B

NOVA SCOTIA QUALIFYING SCORES – FOR TEAM EVENTS

2024-2025 Season

Level	Nationals [one time]	Nationals [two times]	Easterns [one time]	Easterns [two times]	Atlantics [one time]	Atlantics [two times]
XG, XP, XD, XA	X	X	X	X	33.00	32.00
CCP 4	X	X	X	X	36.00	35.00
CCP 5	X	X	X	X	35.00	34.00
CCP 6	X	X	X	X	35.00	34.00
CCP 7	X	X	35.00	34.00	35.00	34.00
CCP 8	X	X	34.00	33.00	34.00	33.00
CCP 9	34.00	33.00				
CCP 10	33.00	32.00				

APPENDIX C**COACHING EXEMPTION FORM****2024-2025 Exemption Application**

Name of Coach seeking exemption _____

Coach's Contact Information Phone _____

Email _____

Name of Club requesting Exemption _____

Club Contact Information Phone _____

Email _____

Date of Request _____

Coach's NCCP number _____

Current level of certification:

Gymnastics Foundations Trained _____

Gymnastics Foundations Certified _____

Competition Introduction (C1) _____

Trained Competition Introduction (C1) _____

Certified Competition Introduction Advanced (C2) _____

Trained Competition Introduction Advanced (C2) _____

Certified Competition Development (C3) Trained _____

What discipline is the exemption for: WAG MAG TG

What levels will be coached in competition: _____

Reason for seeking coach exemption:

Plan to complete necessary certification:

This request was reviewed by: _____

Notes:

The request was: Approved Approved with Conditions Denied Date _____

APPENDIX D

GYMNASTICS NOVA SCOTIA

5516 Spring Garden Road, Halifax, NS B3J 1G6
gns@sportnovascotia.ca P: 902.425.5450 ext. 338

CLAIMANT EXPENSE FORM

CLAIMANT'S NAME: _____ GNS POSITION: _____
ADDRESS: _____
TELEPHONE: _____
REASON FOR EXPENSES: _____
DATES OF ACTIVITY: _____ TO _____ NUMBER OF DAYS: _____
DD-MMM-YY DD-MMM-YY

TRAVEL

Air: _____
Taxi / Train / Bus: _____
Car Rental: _____
Mileage: _____ # of kilometers x \$0.55 _____
Parking: _____
Total CAD: _____

MEALS

Please note: if hotel package includes breakfast, please do not claim the allocated \$15 for breakfast

Breakfast: _____ # of days x \$15.00 _____
Lunch: _____ # of days x \$20.00 _____
Supper: _____ # of days x \$35.00 _____
Total CAD: _____

OTHER (Please provide a detailed explanation)

TOTAL EXPENSES INCURRED: Total CAD: _____

ON-SITE REIMBURSEMENTS

Cheque Number: _____

BALANCE PAYABLE: Total CAD: _____

Please collect all receipts and send them to Gymnastics Nova Scotia for proof of payment.

Gymnastics Nova Scotia will only use your information for the purpose of processing your claim and will not pass your information to third parties.

I certify that I incurred the above expenses on behalf of Gymnastics Nova Scotia and that no other organization or individual paid or will pay me subsidy, contribution or honorarium towards these expenditures.

Claimants Signature: _____ Date: _____

GNS OFFICE USE

_____ Authorized By	_____ Program / Committee	_____ Date	_____ Approved
Account # _____	_____	HST: _____ PST: _____	Description: _____
Account # _____	_____	HST: _____ PST: _____	Description: _____

APPENDIX E
Gymnastics Nova Scotia Travel Report Form

☐ Provincial Team ☐ Out of Province Clinic ☐ Other (_____)

To be submitted to GNS within thirty (30) days from the completion of the event with Claim Form (H1) to receive expenses. Expenses will be paid after report received.

SUBMITTED BY: _____ POSITION: _____

EVENT: _____ DATE(S): _____

PARTICIPANTS:

JUDGE(S) _____

ATHLETE(S) _____

COACH(ES) _____

RESPONSIBILITY/REPORTING/PERSONS/TEAM INVOLVED: _____

ACCOMMODATIONS: _____

TRAINING/COMPETITION (general comments/specific to individuals/calibre of competition):

EXTRACURRICULAR ACTIVITIES: _____

SUMMARY OF EVENT

What was good about this trip/event? _____

What could use improvement? _____

Recommendations for future: _____

ATTACH TO REPORT:

- _____ Expense Claim Form(H1) – include receipts if necessary
- _____ Competition Results (**only if not provincial team travel**)
- _____ Courses/Clinic Resource Materials and Information



**GYMNASTICS
NOVA SCOTIA**

WAG Judge Honorarium Form

Name: _____ Date: _____

Mailing Address: _____

Competition: _____

Honorarium Schedule

√	Level	Hourly Rate
	Brevet	\$34
	National (10.1 & 10.2)	\$30
	Provincial (Exp 10+) & National (10.3)	\$28
	Provincial (Exp 5+)	\$24
	Provincial (Exp 3+)	\$20
	Provincial (1-3 yrs)	\$16
	Side / Shadow Judges	\$15

Hours Claimed on Day 1:

\$

Hours Claimed on Day 2:

\$

Hours Claimed on Day 3:

\$

Total Honorarium Claimed: A

\$

Day 1
Kilometers:

X

\$0.55
\$0.61

=

\$

Total Mileage Claimed: B

\$

Day 2
Kilometers:

X

\$0.55
\$0.61

=

\$

Day 3
Kilometers:

X

\$0.55
\$0.61

=

\$

For E-Transfer Payment (if applicable):

Other Expenses: C

\$

Institution # _____ Transit# _____

Account# _____

Email Address

TOTAL CLAIMED (A+B+C):

\$

Judge's Signature

WPC / Judging Chairperson's Signature

Honorarium Notes

- A. A judge is eligible for \$0.55/km, when traveling 100km+ one way to a competition.
- B. A judge is eligible for \$0.61/km if they have carpooled with one or more judges to the competition.
- C. All mileage must be approved by the Judging Chairperson prior to the competition.
- D. 'Other Expenses' may include meal per diem, accommodation, and/or other travel related expenses (plane, taxi, bus, ferry, etc.)
- E. The Competition Chief Judge's honorarium will commence 30 minutes prior to the start of the first judges meeting of the day. All other session will commence at the start of the judges meeting.
- F. A panel judge's honorarium will commence at the start of the judges meeting, as scheduled by the Judging Chairperson.
- G. The conclusion of the judge's honorarium is at the posted competition end time, except for the last session of the day, which is 15 minutes after the last competitor.
- H. There is no honorarium paid between sessions or if a judge is fulfilling another role as a coach /athlete.
- I. When a judge travels more than one hundred kilometres one way to a competition, the host club must provide the judge with dinner or the GNS meal per diem for any meals while travelling.
- J. Breakfast: \$15.00 / Lunch: \$20.00 / Dinner: \$35.00. Do not claim meal per diem, if provided.