



GNL  
JUDGING  
HANDBOOK

December 2019

## **JUDGING DEVELOPMENT COMMITTEE (JDC)**

The Judging Development Committee is a standing Program Committee of Gymnastics Newfoundland & Labrador which embraces and values gymnastics officiating, positively supporting the development of officials in all the gymnastics disciplines both at the provincial and national level.

The JDC Consists of five (5) members:

- Three (3) elected decision-making members (two-year terms) preferably a representative from WAG, MAG and Trampoline.
- A chairperson set by the committee.
- GNL Technical Director (TD) – Non decision-making member

The decision-making members shall be elected by the Clubs' technical representatives at the Annual General Meeting (AGM) according to the following criteria:

- Election of members shall stagger year-to-year to maintain continuity of mandate. If there are no returning members, one member will be elected to a one year term.
- Voting shall be done by closed ballot at the annual assembly. Mail in or electronic ballots will only be acceptable, if a Club's representative is not in attendance. Proxy voting shall not be allowed.
- In the event that there are insufficient nominations to fill all committee positions or a position becomes vacant, the committee shall recruit applicants from GNL's membership. In the case of multiple applicants, the Clubs' technical representatives will cast an electronic vote to elect members. In the case of a single applicant, the Committee will appoint the member to the Committee until the next AGM.
- Elected/appointed members shall be in good standing at time of election/appointment and shall remain as such throughout their term.

### Nomination of Applicants:

- All members who wish to be considered for a committee position shall submit an application to GNL Executive Director at least ten (10) days prior to the AGM so that the applicants' resumes can be circulated to the assembly no later than one (1) week prior to AGM. Nominations will not be taken from the floor.

### Goals and Objectives

1. To develop and enhance GNL policies and programs to meet GNL's Goals and Objectives.
  - Input – develop long-term and short-term operational plans for judging initiatives
  - Promote - the benefits of participation and importance of officials in the sport of gymnastics
  - Lead – act as an ambassador for GNL and judging development by sharing relevant information
2. To manage the assessment, evaluation and record keeping of all NL officials (including, but not limited to, the development of panels for sanctioned meets and the naming of judges to out of province travel meets).
  - Evaluation – continually evaluate the effectiveness of all judging initiatives
3. To educate registered gymnastics officials and the GNL membership as a whole.

- Identify – provide opportunities for development, such as the judging clinics and Annual Coaching Symposium
- Support – provide technical resources to members as requested/required
- Implement – provide expertise in planning and implementation of judging clinics and evaluation initiatives

#### Deliverables

1. Bi-annual report to the Board of Directors on policy/programs for Strategic Plan Review (see GNL Planning Cycle).
2. Meeting minutes from all committee meetings to be distributed to all club members with any relevant information (see Committee Cycle).
3. Report/relevant information on policy/program changes to be distributed to all club members in a timely manner.
4. Approve panels for GNL events (Provincials) as assigned by the GNL Technical and or Executive director.

#### Scope

1. To provide guidance to the Board of Directors in developing policies and programs to meet GNL's Goals and Objectives and to implement its Strategic Plan.
2. To set long-term and short-term goals consistent with GNL's Strategic Plan.
3. To develop and implement technical regulations and directives.

#### Guidance from the Board of Directors

Board of Directors (including Human Resources Committee and Governance Committee) to provide guidance as requested by this committee.

#### Resources and Budget

To be reviewed and approved by the Board of Directors, if applicable.

#### Governance

1. The Committee is directly accountable to the Board of Directors and as such will be monitored by the Board of Directors to ensure that the Committee is meeting its goals.
2. The Board of Directors may, by a majority of votes cast at any board meeting, remove any committee member before the expiration of his/her term of office with just cause, ((upon recommendation of the TD or ED. and may, by a majority of votes cast at that meeting elect any person in his/her stead for the remainder of the term.))\* BOD to confirm\*
3. All committee decisions shall be decided by a majority of the votes cast and in case of an equality of votes, the chairperson of the meeting shall be entitled to a second or casting vote.

4. All committee members shall adhere to GNL's policies and procedures and in particular:
  - Distribution of all committee information shall be sent from GNL Technical Director to ensure equal access for all members.
  - Discussion of all committee decisions shall remain confidential until minutes have been sent out to ensure all members receive accurate and timely information.
  - Discussion of any personal information (athlete, coach, volunteer) shall remain private and confidential.

#### Additional Notes

1. At the first Committee meeting after the AGM, the Committee shall:
  - Appoint a chair from the four (4) decision-making members.
  - Review GNL's Strategic Plan and the Committee's Terms of Reference to ensure alignment and provide feedback to the Board.
  - Sign off on a Declaration of Understanding
2. Committee meetings shall be convened at least four (4) times a year and more often as necessary, to review technical issues and facilitate communication with member clubs regarding the status of current and future programs/projects as well as facilitate communication between provincial & national level judges.
3. Committee meetings shall be held in-person, by means of telephone or other such communication that will permit all persons participating in the meeting to hear each other.
4. Committee decision-making process:
  - Strive for a consensual decision-making process, but vote if consensus is not reached within a timely manner.
  - Committee members shall arrive prepared for discussion of all agenda topics and submit any background/supporting information prior to the meeting to ensure meeting time is effectively used.
  - After a certain period of discussion (depending on the decision), the TD shall check for overall agreement. If members are not in agreement, the TD shall ask for a brief description of the concerns to reflect upon. If appropriate, a brief period of discussion may be appropriate to determine if those concerns can be addressed.
  - The TD shall help the members determine if the topic should be postponed for additional consideration or if the committee should vote.
  - If concerns cannot be addressed, the decision shall be put to a vote, with a majority needed to make a decision. Decisions are binding.
5. Committee members in a two year term will be removed after 1 year for lack of attendance/involvement in committee meetings/activities. Members will need to meet at a minimum 70% attendance at meetings.

# JUDGING REGULATIONS

## **GENERALITIES**

Judges are to officiate with complete impartiality, respecting and abiding the rules which govern them in true spirit of sportsmanship. Sporting justice, ethics and honesty are the basis of a fair judgment. All judges, regardless of level, are expected to abide by GNL's Code of Conduct.

A judge can earn a rating as a gymnastics official through a series of exams, both Written and Practical. Judges must successfully take the exams associated with the level they want to achieve, and they hold the level of their highest successful exam.

Once a level is achieved, the judge is certified at that rating for the remainder of the cycle. The cycle ends when the Code of Points is changed. The cycles are as follows:

### **WAG**

- JO Compulsory – valid until 2021
- JO Optional – valid until 2022
- FIG – valid until 2021

The course material and exams are provided by Gymnastics Canada. The JO and HP judging courses are administered and delivered by each PSO. Courses and exam sessions will be scheduled by GNL. Registration must be done through GNL.

### **MAG**

- [2016 - 2020 Canadian Elite Pathways Program](#)
- [2016 - 2020 Canadian Provincial Pathway Program](#)

### **TRA**

- [2019-2020 TG Canadian Pathways \(November 27, 2019\)](#)
- [2019 Competition System](#) (January 24, 2019)

It is recommended that each year, judges complete Continuing Professional Education (CPE) credits. CPE activities are organized and approved by the JDC of GNL.

## **Judge Continuing Professional Development**

Shadow Judging:	Sitting on a panel where your scores don't count at your current judging level or one level higher. (All shadow judging of GNL-qualifier events must be approved by the JDC)
Observation Hours:	Observing athletes in a gym club where athletes of your current judging level or one higher train
Mentor Hours:	Observing athletes in a gym club where athletes of your current judging level or higher train along with a judge of a higher level.
Practice Judging:	by video or in person

## **Judges Eligibility**

All judges (provincial, national and Brevet) must:

- \* Be duly registered member with GNL.
- \* Meet the provincial SafeSport requirements, or, if attending a national event, the GYM CAN SafeSport requirements.
- \* Must have Criminal Record Check (CRC) and Vulnerable Sector Check (VSC) up to date.
- \* Be recognized as an “active judge” by GNL.
- \* Have successfully completed the evaluation process for their level (course, exam, assessments)
- \* Complete the required number of CPE activities according to their level each year.
- \* Have CRC (Criminal Record Check) and VSC (Vulnerable Sector) up to date.

## **Definition of Active Judge**

The definition of an Active Judge within one year:

Participate in any capacity in GNL clinics, judging courses or any continuing professional education activities.

Attend GNL judging courses annually.

Judge the minimum number of sessions as required by the GNL JDC

Judge the minimum number of routines/sessions at the level required.

## **Definition of an In-Active Judge**

A judge can request to be listed as "inactive - excused" for valid reasons without losing their certification level (valid reasons include medical, personal, etc).

A judge can request “coach – excused” status to keep from dropping in levels as well, as long as the judge can prove they are training athletes at or above their listed judging level and is actually on the floor with them during qualifier competitions.

## **Roles and Restrictions**

Judges are encouraged to participate in the development of gymnastics by communication with coaches and gymnasts during practical gym sessions.

## **Judges must attend GNL scheduled judging clinics to be permitted to judge at GNL Sanctioned competitions.**

Judges and coaches are encouraged to communicate informally prior to and/or after competitions regarding any technical concerns.

Judges will be expected to take part in an assessment process as outlined in their respective discipline in section I.

Judges are held responsible in matters concerning attendance, promptness, proper dress and conduct.

Judges are expected to be non-bias and fair, conduct themselves with the highest degree of professionalism both on the competition floor and in meetings.

Disciplinary action can be brought against those who show unprofessional and undisciplined behavior at competitions. See Appendix Disciplinary Action

It is the individual judge's responsibility to provide notification in cases of absence or late arrival at a competition or competition phase.

The judge must notify as soon as possible the Judges' Assignment Coordinator and/or Judging Chairperson.

Should a judge not be in attendance at the Judges Meeting prior to the flight, he/she will be removed as the D1.

Numerous 'no shows' will result in 'in-active' judge status.

**Coach/Judge** An active coach is someone who, on a regular basis, takes an active part in the technical training process of a gymnast. **Whenever possible**, any judge actively coaching an athlete who is participating in a competition may not be a D1 judge in that category or not judge in that competition session for that category.

### **Judges' Record Keeping**

It is the responsibility of each judge to maintain their record. It must include:

- Courses (dates, location, level), exams results, assessments completed
- Continuing Professional Education (CPE) activities completed during the season
- Assignments for in Province and Out of Province Competitions
- Clinics and courses taught

Judging record forms are available in the appendix of this manual or from the GNL office.

Judges must their complete record by July 31st to the JDC GNL Judging Chairperson. Failure to submit forms as required will result in loss of advancement in the judging program.

### **Attire**

Female Officials: Navy or Black Blazer White Blouse  
Navy or Black Slacks or Skirt  
Appropriate Footwear

Male Officials: Navy Blazer  
White Dress Shirt  
Navy Slacks  
Appropriate Footwear

### **Registration**

Deadline to register, annually, to be an active judge for the upcoming competitive season is December 1st. The annual registration fee is \$10.00. Judges who register and attend a GNL Judging Course will automatically be registered with GNL. Judges may be affiliated through a member club in good standing, or as an individual member.

## Honoraria

For GNL events, Judges will be paid an honorarium according to the following table.

### WAG & MAG

JUDGING LEVEL	PAID PER SESSION
Shadow - MAG/WAG	\$15.00
Compulsory WAG (JO 1-5) MAG (P1-2)	\$40.00
Optional 1 WAG (JO 6-8)/MAG (Optional 3-5)	\$50.00
Optional 2 WAG(JO 9-10)	\$55.00
National WAG (NAT 10)/MAG (Jr.Sr. NOpen)	\$60.00
WAG HP	\$65.00
WAG Brevet/MAG Brevet (Jr. Sr.)	\$70.00

### TRAMPOLINE

Judging Level	Paid per Session
Shadow	\$15.00
Provincial 4	\$40.00
Provincial 3	\$45.00
Provincial 2	\$50.00
Provincial 1	\$55.00
National 3	\$60.00
National 2	\$65.00
National 1	\$65.00
FIG	\$70.00



## **Expenses**

To maintain & create knowledgeable and competent judges who are certified to judge at the provincial level GNL will:

- pay expenses for National level judges to attend courses/clinics and qualifying competitions in order to maintain and/or upgrade their level when fiscally able.
- pay expenses and honoraria for judges conducting judging clinics as organized by GNL
  - identify and train provincial course clinicians

### **Clinicians**

Provincial Course Clinicians are appointed by the JDC.

For GNL run clinics, GNL will pay clinicians an honorarium of \$30.00/hr + a \$30.00 preparation fee.

Should active judges choose to travel with their affiliated clubs to GNL sanctioned competitions, partial compensation of expenses (within reason) will be decided by the Judging Committee and submitted to the GNL office.

### **Out of province Competitions and Provincial Championships**

Judges selected by the JDC for Provincial Championships and out of province competitions, will receive compensation for travel, accommodations and meals by GNL.

Failure to confirm prior with the GNL office may result in no compensation.

A report form (Appendix ) following the event, must be received for compensation to be allocated.

Should a judge cancel his/her assignment without extenuating circumstances, after monies have been spent, the judge must pay GNL to recover monies lost.

## **Judging Courses**

Judging Courses are organized by the GNL.

All judging clinics must be sanctioned by GNL.

Clinics held by clubs or not sanctioned by the JDC of GNL will NOT be considered for judging upgrade.

**WAG Further Judging Information - GCG WP Manual Section 7 for the Canadian National Judges System Overview the GymCa National Judging Course and assessment guidelines as well as assignment protocol.**

### **Continuing Professional Education (CPE)**

The concept of CPE applies to both Provincial and National judges.

Every judge must be committed to fulfill continuing professional education requirements to maintain a high standard of knowledge. Each judge is responsible to submit at the end of each season (deadline set by PSO) their competition record, and their CPE activities to their PSO Judging Chair.

CPE are approved and offered by Provinces and/or GYM CAN and can include JO/FIG clinics, technical education, video or live practice sessions, etc.

Annual CPE credits are required to be completed in order to be eligible to be assigned to GYM-CAN events. They may be required by the PSO to attend provincial level events.

CPE credits will be calculated in actual clock hours. Accreditation year is July 1 to June 30.

Clinic CPE credits are defined as hours spent at Provincial or National organized events such as

Congresses, clinics, courses, code updates or symposiums. These events must be publicized in advance and open to all judges in the province or country as applicable to the event (exception: eligibility requirement must be met for National and Brevet courses).

A recommended maximum number of CPE hours may be acquired for the following miscellaneous activities:

- o Coaching(6hours)
- o In gym observation, working with coaches and gymnasts (no maximum)
- o Volunteering at a judging activity(4hours),including member of a committee or working group
- o Video or live practice judging at a level equal to or higher than your current rating (3 hours)

If a judge does not complete all of their required CPE hours within a given year, they may apply CPE hours from the successive year to make up for the hours they were lacking. Note that CPE hours cannot be used twice, meaning if hours are being used to make up from a previous year, those same hours could not be applied to the current year as well. Any judge who has not completed their CPE requirements before the start of the next season will not be assigned to judge unless in the case of an emergency (in this case a financial or other penalty may be applied).

Recommended/Required CPE hours are as follows:

<b>Highest Rating Held</b>	<b>CPE Hours Recommended per Year</b>	<b>Required clinic/course hours per year* (as part of the total)</b>
JO 3-5	12	6
JO 6-8	12	6
JO 9-10	16	8
National JO 10	16 required	6-8
National HP	16 required	6-8
Brevet Candidate	16 required	6-8
Brevet	16 required	6-8

\*The clinic hours can be a Judges' clinic, a NCCP course, a pre-season JO course update, etc.

# **Judging Levels**

## **A. Women's Artistic**

### **1. Compulsory**

#### **Entry Requirements**

- Must be at least 15 years old
- Must complete a Compulsory Judging Course

Once an individual attains the entry requirements for the Compulsory Judging Level, they are eligible to be a panel judge for JO1-5.

#### **Maintenance Requirements**

- Must be active in the Province
- Must complete 12 hours of Continuing Professional Education (CPE) requirements every year
  - Attendance at Compulsory Judging Course
  - Shadow Judging / Practice Judging
  - Observation
  - Mentoring
- Successfully complete Compulsory level written & practical exam with an 80% pass mark.  
An individual can only take the written and/or practical exam for a specific level a maximum of three times per year in the attempt to pass  
Individuals who pass the written & practical exams are eligible to be a HJ for JO 1-5
- Judge a minimum of 40 routines over 2 competitions
- Must have an evaluation at least once a cycle at a JO3-5 competition

Individuals who have met maintenance requirements are Eligible to judge at Provincial Championships and/or Atlantics (JO5 only)

### **2. Optional 6-8**

#### **Entry Requirements**

- Must be at least 16 years old
- Must complete an Optional 6-8 Judging Course

Once an individual attains the entry requirements for the Optional 6-8 Judging Level, they are eligible to be a panel judge for JO6-10 and/or Aspire 1&2. Only judges who complete the compulsory judging course are eligible to judge compulsory routines

#### **Maintenance Requirements**

- Must be active in the Province
- Must complete 12 hours of Continuing Professional Education (CPE) requirements every year
  - Attendance at Optional 6-8 Judging Course
  - Shadow Judging / Practice Judging
  - Observation
  - Mentoring
- Successfully complete Optional 6-8 level written & practical exam with an 80% pass mark.  
An individual can only take the written and/or practical exam for a specific level a maximum of three times per year in the attempt to pass  
Individuals who pass the written & practical exams are eligible to be a HJ for JO 6-8
- Judge a minimum of 40 routines over 2 competitions

- Must have an evaluation at least once a cycle at a JO6-8 competition
- Individuals who have met maintenance requirements are Eligible to judge at Provincial Championships, Atlantic Championships and/or Eastern Championships.**

#### 4. **Optional 9-10**

##### **Entry Requirements**

- Must be at least 19 years old
- Must have a minimum of 3 years judging experience at Optional 6-8
- Must have attended the JO6-8 course and successfully completed the evaluation process (GCG theory and practical exams) with a minimum of 80%

Once an individual attains the entry requirements for the Optional 9-10 Judging Level, they are eligible to be a panel judge for JO6-10 and/or Aspire 1&2. Only judges who complete the compulsory judging course are eligible to judge compulsory routines

##### **Maintenance Requirements**

- Must be active in the province
- Must complete 16 hours of Continuing Professional Education (CPE) requirements every year
  - Attendance at Optional 6-8 Judging Course
  - Shadow Judging
  - Observation
  - Mentoring
  - Practice judging (online routines)
- Judge a minimum of 40 routines over 2 competitions
- Must have an educational live/on panel assessment at a JO9 or 10 competition

Individuals who have met maintenance requirements are Eligible to judge at Provincial Championships, Atlantic Championships and/or Eastern Championships.

#### 5. **National JO10**

Individuals in this level are eligible to judge JO6-10 and/or Aspire 1&2. Only judges who complete the compulsory judging course are eligible to judge compulsory routines. Individuals in this level are also eligible to judge at Provincial Championships, Atlantic / Championships and/or Eastern Championships. They may also get an opportunity to judge at JO Canadian Championships and/or Canada Games.

##### **Entry Requirements**

- Must be at least 21 years old
- Must have a minimum of 5 years judging experience, 2 of which must be at Optional 9-10 level
- Must be recommended by their PTO
- Must have completed the NCCP Competition Introduction (or similar) course

##### **Maintenance Requirements**

- Must be active in the province
- Must complete 16 hours of Continuing Professional Education (CPE) requirements every year
  - Attendance at Optional 6-8 Judging Course
  - Shadow Judging
  - Observation
  - Mentoring
  - Practice judging (online routines)
- Must have attended the National JO10 course and successfully completed the evaluation process (GCG theory and practical exams) with a minimum of 80% - once per cycle

- Must have an educational live/on panel assessment at a JO9 or 10 competition
- 40 routines over 2 competitions

## 6. National High Performance

Individuals in this level are eligible to judge HP Novice, Junior, Senior, JO6-10 and/or Aspire 1&2. Only judges who complete the compulsory judging course are eligible to judge compulsory routines. Individuals in this level are also eligible to judge at Provincial Championships. They may also have an opportunity to judge at JO Canadian Championships, HP Canadian Championships and/or Canada Games

### Entry Requirements

- Must hold a valid National JO10 rating
- Must be recommended by their PTO

### Maintenance Requirements

- Must be an active judge in the province (as defined by the province residing in)
- Must participate in the HP course and successfully complete the evaluation process (theory and practical exams) with a minimum of 80% - once per cycle
- Must complete 16 hours of Continuing professional Education (CPE) requirements every year
- 40 routines over 2 competitions

## B. Men's Artistic

**Available GCG:** "Interpreting the Code of Points". Link to enrol:

<https://gymcan.didacte.com/a/course/7725/description>

Link to GYM CAN website for updated MAG technical information.

<http://gymcan.org/disciplines/mens-artistic-gymnastics/technical-information/technical-documents>

Link to Online Exams: [gymcan.org/get-involved/judge](http://gymcan.org/get-involved/judge)

### 1. Entry Level

#### Entry Requirements

- Must be at least 16 years of age (Active MAG Gymnasts can enter at 14)
- Must complete the Entry Level judging course (8hours)

Once an individual completes entry requirements, they are eligible to be an E judge for Provincial Level 1 & 2.

#### Certification Requirements

- Complete on-line course -
- Pass Theory exam
- Complete 2 judging performance assessments (E-Jury)

Once an individual completes certification requirements, they are eligible to be a D judge for Provincial Level 1 & 2.

#### Maintenance Requirements

- Must be active in the Province (min 2 events/year)
- Must stay immersed in the sport (complete continuing professional education such as attending judging courses, shadow judging, practice judging, observation, mentoring)
- Must keep updated judging records and submit to the PTO office following each season

Individuals who have met maintenance requirements are Eligible to judge at Provincial Championships and/or Atlantic Championships. (Provincial 1-2 only)

### 2. Club Level

#### Entry Requirements

- Must be at least 15 years old
- Must be an active Entry level judge for at least 1 year and must have met all maintenance requirements at the entry level

- Must complete the Club Level judging course

Once an individual attains the entry requirements for the Club Judging Level, they are eligible to be a D judge for Provincial Level 1 & 2, and a panel judge for Provincial 3-5, Elite 1-4 and National Open.

**Certification Requirements**

- Complete on-line course and in-person course
- Pass Theory and practical exam
- Complete 2 judging performance assessments (D & E Jury)

Once an individual completes certification requirements, they are eligible to be a D judge for Provincial Level 1 & 2 and Elite 1-4

**Maintenance Requirements**

- Must be active in the Province (min 2 events/year)
- Must stay immersed in the sport (complete continuing professional education such as attending judging courses, shadow judging, practice judging, observation, mentoring)
- Must keep updated judging records and submit to the PTO office following each season

Individuals who have met maintenance requirements are Eligible to judge at Provincial Championships and/or Atlantic Championships.

**3. Provincial Level**

**Entry Requirements**

- Must be at least 16 years old
- Must be an active club level judge for at least 2 years and must have met all maintenance requirements to the club level
- Must complete a Provincial Level judging course

Once an individual attains the entry requirements for the Provincial Judging Level, they are eligible to be a D judge for provincial Level 1&2 and Elite 1-4, and a panel judge for Provincial 3-5, National Open. E score for HP Junior and Senior Levels.

**Certification Requirements**

- Complete on-line course and in-person course
- Pass Theory and practical exam
- Complete 2 judging performance assessments (D & E Jury)

Once an individual completes certification requirements, they are eligible to be a D judge for Provincial Level 1-5, Elite 1-4 and National Open

**Maintenance Requirements**

- Must be active in the Province (min 2 events/year)
- Must stay immersed in the sport (complete continuing professional education such as attending judging courses, shadow judging, practice judging, observation, mentoring)
- Must keep undated judging records and submit to the PTO office following each season

Individuals who have met maintenance requirements are Eligible to judge at Provincial Championships, Atlantic Championships and/or Atlantic Championships.

**4. National Level**

**Entry Requirements**

- Must be at least 18 years old
- Must be an active provincial level judge for at least 2 years and must have met all maintenance requirements at the Provincial Level
- Must be recommended by their PTO

### **Certification Requirements**

- Complete in-person course
- Pass Theory and practical exam

### **Maintenance Requirements**

- Must be active in the province (min 2 events/year)
- Must stay immersed in the sport (complete continuing professional education such as attending judging courses, shadow judging, practice judging, observation, mentoring)
- Must keep updated judging records and submit to the PTO office following each season

## **5. FIG**

### **Entry Requirements**

- Must be an active National Level judge for 2 years and must meet the maintenance requirements for the National Level
- Must be recommended by their PTO and GCG
- Must meet FIG requirements

### **Certification Requirements**

- Complete in-person course
- Pass Theory and practical exam

## **C. T&T**

### **1. Provincial Level**

#### **Entry Requirements**

- At least 16 years of age (15 years of age if a trampoline athlete)
- Must complete the provincial Level judging course & exams

#### **Maintenance Requirements**

- Active in the Province
- Attend Provincial Level Judging Course
- Pass the appropriate exams for either recertification and/or upgrading as in accordance with the Canadian Provincial Judging requirements
- Judge at two competitions throughout the competitive year
- Complete 12 hours of Professional Educational Development
  - Attend Provincial Level judging Course
  - Spend time in the gym under the supervision of a Level II coach or a senior judge observing skills and routines (It is strongly recommended all judges, spend at least 8 hours in the gym)

There are currently five levels for Provincial Judges

Provincial 5 – Individuals at this level are considered to be in training and are allowed to sit on a panel at the discretion of the JDC

Provincial 4 – Individuals at this level will have passed the written component and two of three practical components (execution & difficulty) of the course. They are allowed to sit as execution or difficulty judges for all events involving Provincial level athletes

Provincial 3 – individuals at this level have completed the requirements for P4 plus an additional practical component relating to duties of the Chair of Judges Panel. P3 judges are eligible to fulfill all roles at all events involving provincial level athletes and also to be considered to judge at Eastern Championships

Provincial 2 – Individuals at this level will have judged as a P3 judge for a minimum of two years, have passed the National readiness exams (execution, DD and CJP) and have completed a minimum of 15 judging hours.

Provincial 1 – individuals at this level will have completed all of the requirements of P2 along with having passed the DD exam specific for a P1 judge (Junior and Senior level of DD)

## 2. National Level

### Entry Requirements

To be considered as a candidate for National Certification, an individual must be actively judging at the P2 or P1 level for a minimum of two years. The GCG T&T committee, on recommendation from the PSO will select the individual or individuals that will be eligible to take the National Course. In order to maintain certification or upgrade to a higher level, individuals must pass the appropriate exams for either recertification and/or upgrading as deemed necessary by the national judging coordinator and in accordance with GCG judging requirements

National level certification is administered by GCG. There are three levels for National Judges in Canada:

National 3 – at this level, judges are able to judge the national level only

National 2 – at this level, judges are able to judge the National Open and Espoir levels

National 1 – at this level judges are able to judge the Junior and Senior levels

## 3. FIG Brevet

Brevet judges are certified by FIG in accordance to FIG rules and statutes. To be eligible, an individual must already have a brevet or be ranked at the National 1 level for a minimum of one complete Olympic cycle. The T&T committee will put forward names of eligible judges to GCG who make the final selection of judges who will attend the course.

## Appointment of Officials

The appointment of judging panels will be the responsibility of the host club. Panels must be sent to the JDC ten (10) days prior to the sanctioned competition. Panels will be sent to judges one week prior to the competition date. Panels **must** be approved by the GNL JDC.

The following guidelines will be used when constructing panels if at all possible, however in extenuating circumstances, judges of lower levels than specified may be used to fill panels.

- Whenever possible, the Competition Chief Judge should have no specific judging responsibilities – they are to oversee the panel judges at the competition.
- Competition Chief Judge – Certified at the level of the highest competing athlete in the session
- Event Head Judge – Certified at the level of the highest competing athlete in the session
- Panel Judges – Trained to judge at the appropriate level(s)
- Shadow Judges - whenever possible for future development

Respective judges, must be given notice a minimum of 1 week prior to the competition. The notice must include competition schedule, schedule of judging meetings and panel delegation.

All available judges in the hosting centre will be utilized and panels will be filled, as needed, outwards from the Host Club, minimizing travel and other costs, if applicable, whenever possible.

Judges assigned to Provincial Championships are expected to be available to judge at all levels and events for which they are qualified.



## **Officials for Out of Province Competitions**

Officials representing GNL at Provincials/Atlantics/Easterns/Canadians, must be 19yrs of age to travel.

Judges must reply in a reasonable time frame should they wish to be considered for out of province competition assignments.

Specific Gymnastics Canada Guidelines for assignments will be utilized.

The JDC is responsible for selection and approved by the Board of Directors.

Judges will be awarded points for the following:

Judging Courses Attended and Completion of Exams

Judging Level

Previous Travel Experience

Number of Sessions/Level at Competitions

Judges may also be considered on a 'value for experience' basis.

Officials representing GNL are required to sign a "Code of Conduct/ Declaration of Understanding" in support of GNL Provincial Team Policies and Code of Conduct prior to departure. Failure to sign such document will result in replacement of the official by GNL.

WAG - GNL will be responsible for providing (3) three judges, one who must have experience judging National Level Routines, to the Atlantic Gymnastics Championships and the Eastern Canadian Championships.

MAG - GNL will be responsible for providing (2) two judges.

TRA - GNL will be responsible for providing (1) judge to Easterns, preferably minimum P3 Level. Trampoline is not held at Atlantics.

Canadians is specific to Gymnastics Canada Guidelines.

GNL will be responsible for the meals, accommodation, travel and registration fee, if applicable, for all its five judges. GNL will pay session honorariums to the selected judges at these events.

When one of these competitions is held in NL, the JDC will still provide 3 judges to the event but will allow additional judges to take part in specific sessions or as line/time judges to gain experience



## **Judging Appendix**




Total JO 1 WAG Routines\_\_\_\_\_

Total JO 2 WAG Routines\_\_\_\_\_

Total JO 3 WAG Routines\_\_\_\_\_

Total JO 4 WAG Routines\_\_\_\_\_

Total JO 5 WAG Routines\_\_\_\_\_

Total JO 6 WAG Routines\_\_\_\_\_

Total JO 7 WAG Routines\_\_\_\_\_

Total JO 8 WAG Routines\_\_\_\_\_

Total JO 9 WAG Routines\_\_\_\_\_

Total JO 10 WAG Routines\_\_\_\_\_

Total Aspire WAG Routines \_\_\_\_\_

Total Level 1 MAG Routines \_\_\_\_\_

Total Level 2 MAG Routines \_\_\_\_\_

Total Level 3 MAG Routines \_\_\_\_\_

Total Level 4 MAG Routines\_\_\_\_\_

Total Level 5 MAG Routines\_\_\_\_\_

Total National MAG Routines\_\_\_\_\_

	Date	Place	Clinician/Levels Observed
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<b>Judging Clinics/Courses Attended</b>			
<b>Observation/ Mentor Hours</b>			




**APPENDIX 2: Apparatus Head Judge Report Form**  
**(send to TD)**

Date: \_\_\_\_\_ Competition: \_\_\_\_\_  
Location: \_\_\_\_\_

Host Club: \_\_\_\_\_ Chief Judge: \_\_\_\_\_ Apparatus Head  
Judge: \_\_\_\_\_

Apparatus: Vault Bars Beam Floor Pommels Rings P-Bars High Bar TRA DMT  
TUM

**(Circle One)**

If you had a Shadow Judge on you panel please provide their name and information about their performance:

\_\_\_\_\_  
\_\_\_\_\_

**Competition Organization**

Please comment on the overall organization of the competition (including group sizes, etc):  
Did the host club provide the necessary volunteers and supplies? If not what were you missing?  
Is there anything that could be improved for next time?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Competition Routines/Skills**

(Head Judge scripting sheets to be attached)

# of routines during session: (if more than 1 level represented, note number of routines per level)

\_\_\_\_\_

Please list the notable moves and combinations performed during the competition on your event:

\_\_\_\_\_  
\_\_\_\_\_

High score: \_\_\_\_\_ Low score: \_\_\_\_\_

# Of Stuck Landings: \_\_\_\_\_ # Of Short Routines: \_\_\_\_\_

Please list any areas of concern with coaches' behavior on the floor.

\_\_\_\_\_  
\_\_\_\_\_

Please list any areas of concern with judges' behavior on the floor.

\_\_\_\_\_  
\_\_\_\_\_

Please list any concerns or problems that occurred on the Competition Floor. This includes In-  
quiries, Protests or  
Appeals. \_\_\_\_\_

Any Additional comments:

\_\_\_\_\_  
\_\_\_\_\_

Competition Chief Judge Signature: \_\_\_\_\_



### APPENDIX 3: Chief Judge Session Report Form (send to TD)

Date: \_\_\_\_\_ Competition: \_\_\_\_\_ Location: \_\_\_\_\_ Host  
Club: \_\_\_\_\_

Apparatu s	Athlete #	Athle te Level	Chief Judge Score		Panel Ave Score		# of Judges on Panel	Additional Comments
			SV/D	E	SV/D	E		

**Competition Test Routines:**

**Evaluations:**

Please list Name(s) and Level(s) of Any Judges Assessed as well as the apparatus' they were assessed on

Judges Name(s)	Judges Level(s)	Apparatus' Assessed On
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\*Please attach all evaluation forms to this report

**Additional:**

Number of Judges on each panel:

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Number of levels represented during the session and number of athletes in each level:

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Please note any areas of concern with judges' behavior on the floor.

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Please list any concerns or problems that occurred on the Competition Floor. This includes Inquiries, Protests, Appeals and Coach Behavior.

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Competition Chief Judge Signature: \_\_\_\_\_





## APPENDIX 4: NL Provincial Judges PRACTICAL ASSESSMENT FORM (send to TD)

Assessed Judge: \_\_\_\_\_

Assessor: \_\_\_\_\_

Club: \_\_\_\_\_

Level: \_\_\_\_\_

Competition: \_\_\_\_\_

Date: \_\_\_\_\_

Please Circle Event:                      Bars                      Beam                      Floor

<b>A. PROFESSIONALISM</b>				
Professionalism/Preparedness (1.0 Total) ~ Attired in proper uniform and footwear ~ Slips filled out and judging sheets ready				
Punctuality (1.0 Total) ~ Punctual at all times for judges meeting, panel meeting and on the gym floor				
Conduct (3.0 Total) ~ Verbal & Body Language Discussion with other judges during judging work Leaving event without permission Engaging in inappropriate conversation with coaches ~ Submitting slips promptly Most of the time or slow with the panel Seeking evaluation of own score with any panel member before submitting own score ~ Contribution during judges conference				
Total _____ / 5				
<b>B. PRESENTATION OF JUDGES WORK</b>				
<b>ROUTINES (done by assessor)</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
~ Gymnasts name or number clearly marked <b>1.0</b>				
~ Ability to locate routine easily <b>1.0</b>				
~ Ability to read routine <b>1.0</b>				
~ Neat, legible scripted routine with symbols <b>1.0</b>				
~ Values noted under symbols <b>1.0</b>				
~ Own score well indicated <b>1.0</b>				

Total _____/24				
C. APPLICATION OF CODE				
<b>ROUTINES</b> (done by assessor)	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
~ Symbols & Values (3.0)				
~ <b>Series &amp; Connections (2.0)</b>				
~ Execution & Artistry (2.0) - execution faults well indicated - artistry well indicated				
~ Deductions in allowable range of average deductions (4.0) - The difference between own deductions and the average panels deductions may not exceed the Recommendations				
Total _____ / 44				

\_\_\_\_\_ %

Total \_\_\_\_\_ / 73  
(pass standard 62/73 = 85%)

Final Total Score

Comments

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\_\_\_\_\_  
Assessor's Signature

\_\_\_\_\_  
Assessee's Signature



**APPENDIX 5: NOTICE OF IMPROPER/UNSPORTSMANLIKE BEHAVIOUR -  
COACH  
(send to TD)**

Date: \_\_\_\_\_

Name of Coach: \_\_\_\_\_

Name of Club: \_\_\_\_\_

Competition: \_\_\_\_\_

Please be advised that your actions during the above noted competition have been viewed as inappropriate by the officials at this meet and have been deemed as a

- Minor Offence
- Major Offence

You were provided with a verbal warning concerning your actions prior and reminded of competition rules.

This letter serves as notice that due to your continued unacceptable behaviours you have been issued:

- A Yellow Card as this is your 2<sup>nd</sup> minor offence during this competition
- A \$10.00 Fine as this is your 2<sup>nd</sup> major offence during this competition

An additional occurrence of Improper/unsportsmanlike behaviour will result in a Red Card and immediate removal from the competition floor. This will be noted in the competition report and could affect your ability to be named as a provincial team coach.

You are welcome to submit an appeal and present your version of what has occurred to the JDC. Please request a review through the GNL Technical Director within 7 days of the above date.

Competition Chief Judge Signature: \_\_\_\_\_

Apparatus Head Judge Signature: \_\_\_\_\_



**APPENDIX 6: NOTICE OF IMPROPER/UNSPORTSMANLIKE BEHAVIOUR -  
JUDGE  
(send to TD)**

Date:

Name of Judge:

Competition:

Please consider this Letter as notice of improper/unsportsmanlike behaviour during the above noted competition.

<b>Minor Infractions</b> (the general lack or respect for competition rules)	<b>Major Infractions</b> (abusive, violent or disruptive behaviour)
Late for judge review session	Improper language or body language towards an athlete, coach or another judge
Not wearing prescribed uniform (including wearing club attire at judging table)	Unfounded or derogatory comments about a judge/coach/athlete
Contact/discussions with other persons (coaches, etc) during the competition	Obvious favouring of athletes
Cheering for a gymnast	Under the influence of alcohol or drugs
Delaying the competition (late to the competition floor)	
Leaving competition area without consent	

You were provided with a verbal warning concerning your actions prior and reminded of competition rules by the chief judge. Judges are to act in a professional manner at all times and exemplify nonpartisan, ethical behaviour.

An additional report of such behaviour will lead to the further sanction(s):

- Removal from the competition floor
- Inability to Travel
- Removal of Judging Level

- Removal from competition eligibility list for GNL Sanctioned Meets for a set period of time

This infraction will be noted in the competition report and kept on file with your judging records.

You are welcome to submit an appeal the above charges and present your version of what has occurred to the JDC. Please request a review through the GNL Technical Director with in 7 days of the above date.

Competition Chief Judge Signature: \_\_\_\_\_

Apparatus Head Judge Signature: \_\_\_\_\_

1296A Kenmount Road Paradise NL A1L 1N3 709-576-0146 709-576-7493(F)  
gymnastics@sportnl.ca  
[www.gymnastics.nl.ca](http://www.gymnastics.nl.ca)



## APPENDIX 6:

### Code of Conduct

GNL expects its coaches, gymnasts and judges to act in a professional and mature fashion, whether in training, competition, or meetings and communication of administration. Failure to comply may result in loss of membership or its privileges, at the discretion of the Board.

Members are expected to treat coaches, judges, meet officials, and each other with courtesy and respect at all times. Failure to comply may result in loss of membership or its privileges, at the discretion of the Board.

Coaches, judges, athletes and meet officials charged with any act which is a criminal offence, including the use of illegal substances, will not be tolerated by GNL, and will immediately have their membership revoked.

GNL officials (coaches/managers) traveling, as representatives responsible for athletes, are not permitted to consume alcohol while in a position of authority.

### Code of Ethics

Ethics is defined as:

"The study and philosophy of human conduct with emphasis on the determination of right and wrong. The principles of right conduct, especially with a reference to a specific profession, mode of life, etc." (Funk and Wagnall's Standard College Dictionary)

Aldous Huxley's "Ends and Means" states:

Like every other instrument that man has invented, sport can be used for good or evil purposes. Used well, it can teach courage and endurance, a sense of fair play and respect for the rules, co-ordinated effort and subordination of personal vanity and group vanity. Conversely, it can encourage greedy desire for victory, hatred for rivals, intolerance and contempt for others.

All members of the association must abide by rules of ethical behaviour:

Members of the Association shall strive to react to success and failure with grace and dignity. Members should refrain from seeking special privileges or treatment and remember that others are striving for the same objectives. All members must seek to discover and promote the positive aspects of gymnastic activities.

In keeping with the goal of positive development of the activity/sport and our members, all members of the association must abide by the spirit and guidelines of the FairPlay and Safe Sport whether it be a GNL hosted event or travel outside of Newfoundland Labrador as ambassadors for the province.

#### **Ethical Behaviour:**

All members are expected to treat each other with courtesy and respect at all times and refrain from:

- malicious gossip and demeaning remarks to others.

- expressing their displeasure with judges or other officials by any means other than the accepted protest procedure.
- making comments to a judge or meet official with regard to a coach or athlete's abilities, routines, or execution during a competition.
- attempting to disrupt, distract, or in any way interfere with the performance of an athlete during competition or training.

**Integrity and Honesty:**

Must act with integrity in performing all duties owed athletes, the sport, officials, and the public.

Defined as "soundness, uprightness, honesty, necessary to the completeness of a whole," by the Concise Oxford Dictionary. Integrity wraps up the courtesy and respect towards all other participants that must be shown. As stated in the Dublin Report, "We look to the sport to impart something of moral and social values and in integrating us as individuals to bring about a healthy integrated society." All members are expected to be honest and forthright in their dealings with the Association, other members and non-members.

**Competence:**

Must strive to be well prepared and current in order that all duties in the respective discipline are fulfilled with competence.

Participants should make every attempt to attend all relevant meetings, clinics and symposiums, realizing their purposes can be best fulfilled by the punctual attendance and constructive input of all.

Members should exercise their right to attend meetings to provide their input and ideas for the betterment of the sport. It shall be considered unethical to attempt to effect changes to decisions through discrediting the forum or the procedures used to formulate those decisions. All decisions shall be reviewed through proper process.

Members of committees should state their dissent of any action taken and their intention to seek a review of the stated action. The dissent should be recorded in the minutes of the meeting. If a dissent is not recorded, the entire committee shall be deemed to accept and support the action once a motion in favour of the action is adopted.

**Safety and Best Interest of the Athlete:**

Must act in the best interest of the athlete's development as a whole person.

Those working directly with athletes have a responsibility to know and apply current principles of child growth and development. Preparations of athletes must go beyond technical skills and include physical and mental preparation. Goals set for athletes must be both short and long term and extend beyond their years as a competitor. Athletes must have standards of behaviour set for them that recognize they must develop as a whole people within society. Coaches, judges, and other officials must perform their duties demonstrating their consideration for the athlete's best interest and safety.

It is unacceptable for any member to physically or psychologically abuse another person regardless of the situation or location.

**Respect for the Rules:**

Must accept both the letter and the spirit of the rules that define and govern sport.

It is the responsibility of those involved to know the rules and standard procedures. There are accepted protest procedures and it is unethical for coaches or judges to express displeasure through any other means. Protest procedures must be clear. Participation in any competition implies acceptance of the rules of said competition.

Further, it is the responsibility of those involved to know the procedure by which rules may be changed. Threats to remove athletes from the competitive floor are clearly inappropriate. If the rules are seen to be unfair, it is the professional responsibility of those involved to work towards changing them.

All members must attempt to remain objective through-out the competition experience and realize that rules and regulation must be applied equally to all participants.



## **APPENDIX 7: Declaration of Understanding For GNL Committee Members (Technical & Judging)**

To be signed and submitted by all GNL Technical Committee Members at the first committee meeting following the AGM.

As a GNL Committee Member, the following must be observed:

- Read and understand the committee terms of reference
- Read and understand the regulations in GNL programs Manual
- Read and are familiar with the appropriate Program Documents

### **GNL Committee Member Declaration:**

I, \_\_\_\_\_ declare that I have read and understand the above noted information and agree to be bound by the committee terms of reference. I agree to work with the GNL to ensure consistency of programming in accordance with committee goals.

**Technical Member Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_