

Team Leader Handbook

**EuroGym – Can't stop the feeling,
Iceland, Reykjavik**



eurogym
2020 REYKJAVÍK
12.–16. JULY



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Section One | Introduction

Welcome to your Team Leader Handbook, which contains useful information about EuroGym and European Gym For Life (EGFL) and your week of Gymnastics. The slogan for the 2020 EuroGym is 'Can't stop the feeling'. British Gymnastics is here to support you and your team to ensure that you get the most out of the EuroGym experience.

This document includes event information, organisational logistics and a provisional timeline for key dates in the lead up to the event.

EGFL takes place on 11th July 2020. It is an opportunity for teams to have their performance evaluated by an expert panel.

Although the events run consecutively, you do not need to participate in EGFL as well as EuroGym, and the option to participate in EGFL is available on event registration.

EuroGym is the biggest European gymnastics event for young teenagers. The event will take place from 12th - 16th July 2020. All participants and coaches must be British Gymnastics members in order to take part and registration is completed through British Gymnastics.

Participants attending EuroGym should be from 12 - 18 years old. There is an opportunity for participants in the group to be 10 – 11 years old or 19 – 20 years however this is dependent on the size of your team. The numbers will be checked by the Local Organising Committee (LOC) at the time of registration. A copy of all participant's passports may be asked for at registration, so please be prepared for this.

Helpful Websites

Further information can also be found via British Gymnastics website and EuroGym website.

- [EuroGym Website](#)

For EuroGym specific enquiries please email:

- participation@british-gymnastics.org

Section Two | The Event Programme

EGFL

This is an opportunity for teams to have their performance evaluated by an expert panel. The evaluation is based upon several criteria, including: entertainment, innovation, originality, technique, quality, safety and variety.

- Location: Laugardalshöll
- Date: 11th July 2020

Key Considerations:

- Teams must have a minimum of six participants
- All participants must be aged 12 years or older
- The performance **cannot be longer than 3 minutes** including preparation of the stage and marching in and out

EuroGym

This is all about gymnastics, fun and making new friends, and there will be lots of opportunities for you to network and meet a lot of different people from all over Europe. The week will be filled up with the following events:

- Opening Ceremony & Parade
- Group performances
- Workshops
- Educational Forum
- Cultural Activities
- Gala & Closing Ceremony

The planned programme is shown on the following page:

(This programme may be altered closer to the date, but we will inform you of any changes)



Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Morning						
Team Arrivals	Team Arrivals					Team Departures
	Group Leader Meeting	Workshops	Workshops	Workshops	Workshops	
		Educational Forum	Educational Forum			
Afternoon						
Team Arrivals	Parade & Opening Ceremony	City Performance	City Performance	Reception for HOD	Gala Rehearsal	Team Departures
EGFL				City Performance		
Evening						
Gym Zone	Gym Zone	Gym Zone	Gym Zone	Gym Zone	Gala Closing Ceremony &	Team Departures

Section 3 – Venues | EuroGym Opening Ceremony & Parade – Fire and Ice

Location: Outside at Arnarhóll
Date: Sunday 12th July
Capacity: 2,500

All participants will meet outside of Arnarhóll – All participants will march on, as instructed on the day, wearing their GBR kit. The weather in Iceland can be unpredictable, so please be prepared.



Parade

The parade will go from Klambratún, which is a large green area near the city centre. A host will welcome every participant and present the opening ceremony produced by the LOC.

The path walked for the Parade is shown on the next page:



Group Performances

Each Group will present their performance **twice** during the week. Stage performances **cannot be longer than 6 minutes** including preparation of the stage and marching in and out.

Location: Centre of Reykjavík

- Stage 1 - Hljómskálagarður (18 x 22 Metres)
- Stage 2 – Arnarhóll (15 x 15 Metres)
- Stage 3 - Ingólfstorg (15 x 15 Metres)

Date: 13th & 14th July

Time: Throughout the Afternoon

Gala & Closing Ceremony

The Closing Ceremony and Gala show will be put together as one event, with the Gala show first, followed by the Closing Ceremony. Due to the venue's capacity of only 2,500, there will be two Gala Shows organised to ensure all participants can attend. The theme for the Gala show is 'Summer Nights'. The size of the floor is 20 x 20 Metres and will be coloured blue.



Group 1 will start with the Gala and go for dinner. Group 2 will start with dinner and then perform in the Gala. When the second Gala show has finished, group 1 will join group 2 in the hall and the Closing Ceremony will commence. The Closing Ceremony will be followed by a disco in Laugardalshöll.

Location: Laugardalshöll
 Date: 16th July 2020
 Capacity: 2,500

Workshops

We are lucky that in Laugardalur has many sports clubs as well as a range of facilities. On the registration form, you will have the opportunity to choose a maximum of six workshops. Each group is guaranteed to be given one of the workshops they have chosen. Each group will be allocated four workshops in total, one city orienteering and one free morning.

Here is an example of workshops that are planned to be offered:

Beach Volleyball	Spinning	Teamgym
Water Polo	Games (Útileikir)	Street Ball
Swimming	Afro	Glíma
Skólahreystibraut	Popping	Karate
Olympic Weightlifting	Aerobic Gymnastics	Fencing
Strength (prek)	Ballroom Dancing	Parkour
Hip Hop	Parkour	Frisbigolf
Zumba	Track and Field	Ringo
Yoga	Trampoline	Skateboarding
Circus	Artistic gymnastics	Bubble football
Football	Fiber	Rhythmic
Badminton	Judo	Special Choreography
Bandí	Ice Skating / Ice Hockey	Table Tennis
Acrobatic Gymnastics		Cross Fit

Gym Zone

During the evening participants can socialise and relax at the Gym Zone. The Gym Zone gives participants the opportunity to get to know each other better by networking and making new friends with people from all over Europe.

Educational Forum



At EuroGym 2020 the Educational Forum is going to be focused on teenage mental health. There will be a variety of information and support tools to ensure all coaches, volunteers, young leaders, family and friends can gain more knowledge and confidence regarding mental health and young people.

The workshops will take place on the Monday and Tuesday mornings and be based on the following topics:

- Children's mental health from 12 – 18 years old: How can we improve mental health through your sport?
- Are sports really for everybody? – Drop out from sports, how can we as coaches prevent that?

Section Four - Trip Information | Accommodation

Every participant will be allocated accommodation in a school near the heart of the festival. The LOC are aiming that most of the schools will be in walking distance from the city centre or Laugardalur. Although Iceland is a very safe country, all the schools will have 24-hour security. Schools will be cleaned every day and breakfast will be served in the schools.

All participants must bring their own sleeping (inflatable) mattress and sleeping bag. The mattress must be a single mattress, unfortunately no double mattresses will be allowed in the accommodation as they pose a fire risk, blocking escape routes. It will be possible to pre-order mattresses and sleeping bags from the organisers at an additional cost.

British Gymnastics will allocate accommodation to all teams once final registration has been completed and we have been given our allowance of school rooms. Wherever possible we endeavour to keep teams together. Sometimes our room allocations mean that teams can be split over different classrooms, however we will consult with you beforehand to make this as manageable as possible. It is essential when organising the room allocations that all British Gymnastics policies and procedures for Safe Trips and Safe Environments are complied with, and this will all be considered in the room allocations.

It is not good practice for anyone over the age of eighteen to share a room with anyone under the age of sixteen. Members of staff such as coaches, judges, adult helpers/volunteers must not share with gymnasts. This is only acceptable if the member of staff is the parent or registered carer of the gymnast.

We always endeavour to adhere to these guidelines, however in the event that they cannot be met due to circumstances outside of the control of British Gymnastics, we will involve all Team Leaders in the decisions that are affected.

It is forbidden to consume alcohol in the schools. According to the Icelandic law, the drinking age is 20 years old. Any breach of this law will have the following implications; removal of participant's accreditation, participant will no longer be able to stay in Iceland, and the team leader will be responsible for paying for the first available flight back home.

Catering

Breakfast will be served in the schools, and both lunch and dinner will be served in Laugardalshöll. The Organisers will serve nutritious and good food and there will be a vegan option available upon request.

We are aware that you may have some gymnasts with allergies in your group. Although the Organisers will do their best to cater for allergies, we cannot guarantee that this will be possible. In order to help us, and the Organisers, please let us know as soon as possible about any participants with allergies, and the specifics of these.

Transport

When it comes to public transportation (called Strætó in Icelandic) Reykjavík has an excellent bus system with regular services to and from all the city's major towns and attractions. If you want to plan your transport route [click here](#).

Flights

Flights are not included within the British Gymnastics Package for EuroGym and therefore it is up to each team to source their own flights to arrive on the designated arrival day and depart on the departure day.

- For teams entering EGFL, the arrival date is Friday 10th July 2020
- For teams entering EuroGym, the arrival date is Saturday 11th July 2020
- Departure date for all teams is Friday 17th July 2020

As Iceland is an island, the only way to travel there is by flight. Reykjavik is less than 3 hours flight from most British airports. To help with organising flights, the organisers are working in collaboration with group flights: <https://groupflights.com/EuroGym2020>, who specialize in flights for large groups of people. Group flights will be ready to help you get the best price for your flight to Iceland.

Insurance and Welfare

It is each participant's responsibility to have health and medical care insurance. British Gymnastics Insurance covers all participants from Great Britain for the gymnastics elements of the trip, however every participant will need to purchase travel insurance.

Legislation requires that when a club takes gymnasts under the age of eighteen on a journey involving an overnight stay, the club must ensure that there is a designated trained person responsible for child protection on the trip. To be suitably trained, the person must hold a current BG DBS disclosure and a valid BG recognised Safeguarding qualification. Initial 3-hour face to face Safeguarding courses can be accessed locally, a refresher is then required for certification to remain valid.

To adhere to CPSU child protection standards **the designated person must not be related to or in a relationship with the coach attending the trip in any way.**

British Gymnastics do not recommend that the designated person is a key member of the coaching team.

All coaches and volunteers travelling with the team must have a current BG DBS disclosure in place, and All Teams attending EGFL 2020 and EuroGym 2020 must be compliant with British Gymnastics Policies. In order to prepare for your trip successfully, please thoroughly read the following policies which specifically relate to this type of event:

- Health, Safety & Welfare Guidance: Safe Trips
- Safeguarding Children: Safe Environment

These can be found on our [website](#)

A British Gymnastics UK Based Welfare Officer will also be allocated for the trip.

Your Performance

A range of gymnastics apparatus will be provided by the LOC, however if you require any bespoke equipment you will need to ensure that you specify this when required. Please note that floor mats are classed as 'apparatus'.

Accreditation

Who can have accreditation:

- Coaches
- Gymnasts

Coaches may not take part in a performance as gymnasts. Parents and spectators can travel with the group however they are not allowed in the schools and will not get an accreditation.

Section Five | The Management Team

British Gymnastics staff will manage all registration on behalf of the GBR delegation. There will be a team from British Gymnastics at EGFL 2020 and EuroGym 2020 consisting of a HOD (Head of Delegation) along with additional supporting staff, this is however dependent on the size of the GBR delegation.

Section Six | General Information about Iceland, Reykjavik

Reykjavik is the capital of Iceland with approximately 123,000 inhabitants.

The hassle-free city centre is safe and clean. Although the Viking sagas tell the tales of violence and raids the Icelanders today are very friendly and peaceful, ranking number one on the global peace index 10 years in a row.

The weather in Iceland can vary from hour to hour, with a range of weather conditions being possible on any day. The summers are mild and fresh and July is the warmest month. During the summer there is day light 24/7, so there will be no Northern Lights during the EGFL and EuroGym festival. You can however enjoy everything Reykjavik has to offer, Iceland has been dubbed the land of the midnight sun and indeed around midsummer eve the sun is visible all-day round.

Currency

Iceland uses its national currency Króna. Most places in Iceland will only accept Króna, so make sure you come prepared with money already exchanged.

Medicines and Medical Treatment

Currently, citizens from the EU are entitled to free or reduced-cost NHS (National Health Service) treatment with an EHIC card. With the timing of Britain leaving the EU, this situation may change before the event. Please note however that full health and travel insurance will still be required.

There will also be a 24hr medical centre; details of this will be available on arrival and on notice boards in the accommodation. First aid provision will be available at all venues where performances are taking place.

Security

The safety of all event participants is paramount and British Gymnastics will conduct a thorough Risk Assessment and will work directly with the LOC to ensure plans and procedures are always in place and adhered to.

British Embassy Reykjavík, Iceland

British Embassy Contact Details:

Address: Laufásvegur 31
101 Reykjavík,
Iceland

Telephone: +354 550 5100

Fax: +354 550 5105

Website: <https://www.gov.uk/world/organisations/british-embassy-reykjavik>

Section Seven | Registration and Prices

This section includes all the information for registering for EGFL and EuroGym and also includes the costs and some important dates in the run up to the event.

Prices & Packages

British Gymnastics create a package for all participants.

The price of the British Gymnastics EuroGym 2020 package is £410 per person. This includes the following:

- School accommodation from Saturday to Friday (6 nights)
- Breakfast from Sunday to Friday
- Lunch and dinner from Sunday to Thursday
- Entry to all ceremonies
- Participation in 4 workshops
- Two performances per team
- Gym Zone
- Transportation in relation to the festival (NB airport transfers and flights are NOT included)
- Great Britain Kit – 1 x T-Shirt and 1 x Hooded Jacket

- Rehearsal day is planned for the weekend of 1st-2nd February 2020. This will include:
 - Full rehearsal day for all teams
 - Kit try on day for all teams
 - Team Leader meeting

Attendance is compulsory and is a great chance for Team Leaders to meet prior to attending and for the gymnasts to meet one another and socialise. We will try to choose a central location, based on the teams attending. The number of teams may affect whether this is a one or two day event.

The price of the British Gymnastics EGFL is £490 per person. This includes the following:

- School accommodation from Friday to Friday (7 nights)
- Breakfast from Saturday to Friday
- Lunch and dinner from Saturday to Thursday
- EGFL Performance and evaluation
- Entry to all ceremonies
- Participation in 4 workshops
- Two performances per team
- Gym Zone
- Transportation in relation to the festival (NB airport transfers and flights are NOT included)
- Great Britain Kit – 1 x T-Shirt and 1 x Hooded Jacket

- Rehearsal day is planned for the weekend of 1st-2nd February 2020. This will include:
 - Full rehearsal day for all teams
 - Kit try on day for all teams
 - Team Leader meeting

Attendance is compulsory and is a great chance for Team Leaders to meet prior to attending and for the gymnasts to meet one another and socialise. We will try to choose a central location, based on the teams attending. The number of teams may affect whether this is a one or two day event.

Payment Plan

The payment plan below details the deadline dates for all payments to be made to BG via the Online Entry System. These payments will appear in the Club's shopping basket. All payments must be received before these deadlines to ensure they have arrived on time and are correct (allowing for any potential postal issues).

31st October 2019

Payment of £110 per person (non-refundable pre-payment) to reserve place

31st January 2020

Payment of £150 per person (non-refundable pre-payment)

31st March 2020

Final payment of £150 per person (non-refundable pre-payment) plus additional payment of £80 per person (non-refundable pre-payment) for all participants taking part in European Gym For Life 2020

This equates to 3 payments: Three individual payments per person totalling **£410** (£490 if entering EGFL)

Cancellation/Refund policy

No cancellations or refunds will be issued.

If a participant who has paid money towards the event decides they no longer want to go, you can change the name of the participant attending up until 31st January 2020. From this point on accreditation passes will be issued and confirmed with individual participant names. In this instance, it is the Team Leaders responsibility to agree with the participant and/or their parent/guardian any exchanges of money. British Gymnastics will not be accountable for this process taking place. Please note that any kit already ordered for the previous participant will be transferred to the new participant as the kit will have been ordered based on the details provided in February 2020



Registration Process

EGFL and EuroGym are open to all gymnasts who turn 12-18 years of age in 2020 (ie born 2008 to 2002).

A group that has 10 participants (or more) can include younger participants (10 and/or under years old) and older participants (19 and/or under 20 years old) according to the table below:

# Participants per group		# Participants allowed that are younger and/or older
From...	Until...	
6	9	0
10	15	1
16	25	2
26	35	3
36	45	4
46	55	5
56	>56	6

Only participants can participate in workshops, Gala performances and only participants are able to be on the stages for City Performances. Coaches may enter the stage when support (for safety) when using equipment, requires this.

Registration Process

Team registration is open from 1st August 2019 until 31st October 2019 . Team entry for the 2020 EuroGym is through the BG GymNet portal Online Entry. Details of how to enter using this system can be found on the event page of the BG website.

<https://www.british-gymnastics.org/clubs/gymnastics-for-all-activities/festivals/633-clubsschoolsleisurecentres/gfa/festivals/3337-what-are-international-festivals>



Section Eight | Important Dates

1st August 2019 – 31st October 2019

Online registration for EuroGym (via GymNet) with payment of £110 per person (non-refundable pre-payment) required

8th November 2019

Confirmation of registration from British Gymnastics to all teams

Weekend of 1st/2nd February (TBC) 2020

- Full rehearsal day for all teams
- Kit try on day for all teams
- Team Leader meeting

31st January 2020

Payment of £150 per person (non-refundable pre-payment)

31st March 2020

Final payment of £150 per person (non-refundable pre-payment) plus additional payment of £80 per person (non-refundable pre-payment) for all participants taking part in European Gym For Life 2020.

May 2020

Kit distributed to all teams