




2020 Aerobic Gymnastics  
Competition Handbook©

British  
Gymnastics

## Version History

The Aerobic Gymnastics Technical Committee reserves the right to make amendments to this Handbook.

Notification of a change to the handbook will be communicated through the [British Gymnastics website](#)  and an updated version will be made available to download at the time of change.

All versions will be listed on this page, with reference to amendments made;

**Version 1.0 – Original**


**Version 2.0 – 07/05/20 - Cancelled event update**

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## Definition of Terms

- **Assisting Coach(es)** are coaches who are permitted on the competition floor and/or warm up hall, but who work under the guidance and responsibility of the supervising coach. Assisting coach(es) must meet all of the relevant eligibility requirements.
- **BG** means British Gymnastics
- **BGF** means British Gymnastics Foundation
- **Championships** means any British Championship organised by or on behalf of BG.
- **Chaperone** In exceptional circumstances chaperones may be permitted to fulfil a pastoral care role. Chaperones under no circumstances shall be permitted to Coach gymnasts.
- **Choreographers** will create and develop new routines.
- **CJP** – means Chair of Judging Panel
- **Code** means the Code of Points used for the competition, from which technical information and regulations are taken.
- **CPSU** means Child Protection in Sport Unit
- **Criminal Record Certificate** means DBS (previously CRB) Access NI Eligibility or PVG
- **DJ-** means Difficulty Judge
- **Event** means any national competition and championships organised by or on behalf of BG.
- **FIG** means Federation International de Gymnastique
- **GEL** means Gymnastics Enterprise Ltd, trading as British Gymnastics Official Shop
- **IDP** means International Development Pathway
- **Lead Coach** – The coach taking overall responsibility for all the gymnasts from their club/region. The Lead Coach must be present in the venue throughout the event to take responsibility for their coaches and gymnasts. The Lead Coach must possess sufficient qualification to cover all the skills that any of their gymnasts will be performing within the competition.
- **NDP** means National Development Plan
- **Officials** are people recruited to assist with the delivery of the overall event eg. Floor Manager, Ceremonies Manager, Spectator Tickets Manager
- **Organiser** means the Aerobic Gymnastics National Competition Organiser (NCO) or their designated representative, who is authorised by, or on behalf of BG
- **SJ** – means Superior Jury
- **Coach(es)** are those coaches submitted in the online entry process and who are responsible for the gymnast(s) for the entire event. This coach must have the relevant qualifications and BG membership as defined in the eligibility section of this handbook. Any changes to the supervising coach(es) submitted on the online entry system must be notified to the Events Department prior to the event and in exceptional circumstances if changes are required during the event, these must be notified to the Organisers. Changes to supervising coaches will only be permitted where the replacement coach meets all of the relevant Eligibility requirements
- **TC** means the Aerobic Gymnastics Technical Committee of BG and/or any Technical Committees appointed from time to time acting with the appropriate delegated authority.
- **Independent** means gymnasts who are not members of a BG registered club but hold appropriate BG membership.
-  means it is a **hyperlink** to official policy statements and other event related information.

Where no specific point is addressed in the regulations, the current FIG rules apply. However, the Technical Committee and its appointed officials reserve the right to define any regulation conflict as is deemed appropriate to ensure a fair and equitable competition.

## Contact Information


### Technical Committee


Chairman	Nigel Saunders	<a href="mailto:nigel.saunders@british-gymnastics.org">nigel.saunders@british-gymnastics.org</a>
National Competition Organiser	Rebecca Mackarell	<a href="mailto:aerobic.competitions@british-gymnastics.org">aerobic.competitions@british-gymnastics.org</a>
National Judging Co-Ordinator	Jacqueline Murphy	
Disability Representative	Vacant	
Coach Education Representative	Sue Killeen	
Technical Committee Member	Debbie Saunders	
Technical Committee Member	Collette Hayes	

### British Gymnastics Contact Details

Customer Support	0345 1297129	<a href="mailto:customersupport@british-gymnastics.org">customersupport@british-gymnastics.org</a>
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## National Competition Calendar

Event & Date	Opening Date	Closing Date	Venue
 <a href="#"><u>Aerobic British Championships and NAC Cup</u></a> 30 <sup>th</sup> July – 2 <sup>nd</sup> August <b>**CANCELLED**</b>	8 <sup>th</sup> May	Noon 19 <sup>th</sup> June	M&S Bank Arena, Liverpool

For a complete domestic and international calendar of events please follow link 

## Eligibility

### Membership

All persons attending BG events in an official capacity, whether as a gymnast, coach, judge are required to hold current BG membership in line with the level of competition entered and awards held.

Coaches, Judges and Gymnasts should carry current membership cards to all competitions and be prepared for these to be checked by the Organiser or their appointed officials.

- **Gymnasts**


Membership level must be Competitive Gymnast or Life Members of BG in order to enter a BG Event.

In normal circumstances, gymnasts should also be a member of a BG registered club.

In exceptional cases, where a gymnast does not belong to a BG registered club they must contact the Events Department and request entry into the Event. If granted such gymnasts will be given the classification as being Independent. In such circumstances the gymnasts must nominate a Supervising Coach and must also meet all other membership requirements.

For all Grades competitions, gymnasts must hold current BG membership at the time of Regional Preliminaries. Anyone discovered to have been without the correct level of membership for these competitions will be disqualified.


- **Lead Coaches**

Lead coaches' membership level must be Coach or Life Members of BG and coaches must be qualified to the level of all the skills being performed by all Gymnasts in the club/Region before being allowed to participate in a BG Event. Coaches must have current safeguarding and DBS certificates, please see Safeguarding section. The lead coach may authorise other coaches from their club/region to coach skills at a maximum of one level higher than that coaches' qualification but has responsibility for insuring that they are competent to do so. For further information on the changes introduced for Lead and Supervised coaches, please click here. 

- **Coaches**

Supervising coaches' membership level must be Coach or Life Members of BG and coaches must be qualified to a minimum of level 2. Coaches must have a current safeguarding and DBS certificate, please see Safeguarding section.

- **Supervised Coaches**

With the explicit authorisation of the lead coach, supervising coaches may coach skills at the maximum of 1 level higher than their current qualification before being allowed to participate in a BG Event, in this instance the supervising coaches must have completed the relevant course or module of the next coaching level covering those skills, although they may not yet be signed off as qualified. To be a supervised coach, you must be a minimum of Level 2. For further information on the changes introduced this year for Lead and Supervised coaches, please click here. 

- **Assisting Coaches**

Assisting coaches' Membership level must be Assistant Coach (if Level 1), Coach or Life Members of BG before being allowed to participate in a BG Event. Coaches must have a current safeguarding & DBS certificate. Please see Safeguarding section. Assisting Coaches cannot be responsible for the Gymnasts.

- **Disability Chaperone**

Chaperones may be permitted to provide pastoral care to gymnasts in certain circumstances. Under no circumstances may a Chaperone coach a gymnast. In the case where a gymnast has a disability, the nature of which indicates that it is deemed necessary to have additional support, they will be entitled to have a carer present with them throughout the competition. The carer will not be insured by British Gymnastics to take part in any type of recognised gymnastic activity. The carer will be required to sign a code of conduct to ensure they understand the role they are fulfilling within the event environment. The carer will be required to be dressed appropriately (please refer to the relevant section of the discipline specific code of points) if entering the warm-up hall or field of play.

- **Medical Chaperone**

In exceptional cases, upon written request, a Chaperone may be approved to provide pastoral care to a gymnast with a medical condition. Written medical verification of the need for the carer (from a GP or other medical practitioner) will be required to be submitted to the Events department at least 1 week prior to start of the event. The carer will



not be insured by British Gymnastics to take part in any type of recognised gymnastic activity. The carer will be required to sign a code of conduct to ensure they understand the role they are fulfilling within the event environment. The carer will be required to be dressed appropriately (please refer to the relevant section of the discipline code of points) if entering the warm-up hall or field of play.

- **Supervising Chaperone**

The TC may authorise Chaperones to assist with pastoral care for gymnasts. These entitlements, if applicable will be defined in the specific competition pages. In these circumstances the Chaperones must either be qualified as a Level 1 Assistant Coach or be a club/regional Welfare Officer and hold the relevant membership and qualifications, DBS/CRB & SPC for their position(s). Supervising Chaperones will not be permitted to enter the field of play.


- **Judges**

Judges' membership level must be Judge or Life Members of BG for Club/County/Regional Judges, and Gold, National/Brevet Judge or Life Members of BG for National and Brevet Judges before being allowed to officiate at a BG Event.

From time to time British Gymnastics may invite international judges to officiate at BG events, as such they will not require BG membership.

Judges must also hold a current cycle of judging award (Cycle 14)

BG does not require judges to complete a criminal record check to judge at BG competitions, as the role that judges fulfill at the event no longer falls within DBS or Access NI Eligibility\*. However, some judges are actively involved in club gymnastics and may provide judging instruction to children in a training environment or carry out a supervisory role (or may complete a criminal record check by virtue of another role they undertake e.g. coach). As not all judges use their qualification in the same way, it is the club's responsibility to assess the role the judge is undertaking and determine whether the activities involved fall within the eligibility criteria for a criminal record check. BG no longer requires all judges to complete safeguarding training but clubs should ensure any judge who supervise or instructs children has completed appropriate training.

\* Judges who hold Scottish Gymnastics membership should refer to [Scottish Gymnastics](#)  for further guidance as to whether a check is required.

For further information on membership levels please visit the [British Gymnastics website](#). 

## **Coach Qualifications**

When submitting entries for a BG event, clubs/region must ensure that where applicable, the nominated Lead Coach is qualified to the level of performance of all the participants from their club/region. Supervising Coaches must be a minimum of level 2. With the explicit authorisation of the Lead Coach, Supervising Coaches may coach skills at the maximum of 1 level higher than their current qualification. If coaching at one level higher than their current qualification, coaches must have completed the relevant course or module of the next coaching level covering those skills, although they may not yet be signed off as qualified.

All coaches entered into the event entry MUST be the same ones attending the event. It is unacceptable to enter a coach you know will not be attending. The Lead Coach has the ultimate responsibility for all the participants from their club/region and that of the Supervising Coaches, Assistant Coaches, Chaperones & Choreographers.

Lead Coaches have a duty of care towards their performers and have a responsibility to ensure that all of the coaches under their supervision are both qualified and competent to teach at the appropriate level, as well as ensuring that the participant is adequately prepared, physically and psychologically, for performing their routines in a competition situation.

Additional Assisting Coaches (Level 1 and above) may be accredited, at the discretion of the Organiser, to be present in the competition arena to assist with the pastoral care of the gymnasts. Assisting coaches may not coach the gymnasts unless they fulfil the requirement of holding a recognised qualification suitable to the level of skills being performed.

Additional Chaperones may be accredited; at the discretion of the Organiser, to be present in the warm up arena to assist with the pastoral care of the gymnasts. Chaperones may not coach the gymnasts.

If it is found that a club is in breach of these policies BG reserves the right to reject an entry on the grounds of gymnast safety or, if discovered post performance, to disqualify the competitor and remove their score(s) from the official results.


## Safeguarding

All Coaches; including Lead, Supervised and Assistant, are required to hold a current BG specific DBS certificate, or Home Nation equivalent, and have current Safeguarding and Protecting Children Awareness training at the time of the event. Coaches who do not fulfil this requirement will not be accredited or allowed to participate at BG Events.


All Gymnasts must have an accredited coach present on the competition floor at all times. If a Gymnast attends a competition without a suitably qualified Coach or Supervising Coach they will not be allowed to compete.

The safeguarding courses recognised by British Gymnastics are:

Sports Coach UK (scUK) Safeguarding Awareness course.  
Local Safeguarding Children's Board (LSCB)  
Football Association (FA) safeguarding training  
Professional prior learning i.e. Social Worker, Teacher etc.

This must be renewed every three years and be valid both at the time of entry and through to the end of the Event.  Coaches are responsible for checking the expiry date of their safeguarding and ensuring they have sufficient time to renew their award prior to the closing date of the event.

For members who have previously completed a face to face course an online refresher update course is available.

Coaches must also have a valid Criminal Records Certificate both at the time of entry and through to the end of the Event before being allowed to officiate at a BG Event. 

## Nationality

Participation in all British Gymnastics Events is subject to the requirements of membership, club/regional registration and other conditions of entry.

In addition, the following regulations concerning Nationality are applicable to British Gymnastics Events.

British Championships:

Only those in possession of a valid United Kingdom passport (and do not a FIG licence for another member federation) are eligible to be ranked in the official Competition results, where a British Championships title is being contested. This is effective for individual competitions. In team competitions or where gymnasts compete together as part of a group/partnership, all of the gymnasts must be in possession of a valid United Kingdom passport in order for that team/group/partnership to be ranked in the official Competition results.

At the discretion of the British Gymnastics Technical Committee and with agreement from the British Gymnastics Performance Director (or their appointee), those who are not in possession of a valid United Kingdom passport may take part in competitions where a British Championships title is being contested. Participation is also subject to approval from their own FIG Member Federation in accordance with FIG statute. They will receive score(s) but will not receive a ranking in the official Competition results. In such circumstances gymnasts will be referred to as Guests.

Gymnasts holding dual citizenship (including a valid United Kingdom passport) are only eligible to receive a ranking in the official results (either as an individual or as part of a team/group/partnership) if they do not hold an FIG License registered by another FIG Member Federation or have not represented another FIG Member Federation.

Gymnasts who are not in possession of a valid United Kingdom passport and who are not members of British Gymnastics may be invited by the British Gymnastics Technical Committee or Performance Director to take part in the British Championships. They will receive score(s) but will not receive a ranking in the official Competition results.

Other British Gymnastics Events:

At the discretion of the British Gymnastics Technical Committee and with agreement from the British Gymnastics Performance Director (or their appointee), non-British citizens may take part in other British Gymnastics' Competitions. Participation is also subject to approval from their own FIG Member Federation in accordance with FIG Statutes.

Those gymnasts who are not in possession of a valid United Kingdom passport must have been a member of British Gymnastics for at least one year prior to the date of the Competition in order to be eligible to take part. During this period the gymnast's sole or main residence must be within the United Kingdom.

They will receive score(s) and will receive a ranking in the official Competition results. This is effective for both individual competitions and competitions where gymnasts compete together as part of a team/group or partnership.

Where a Competition provides a qualification route to take part in a British Championships, the results of a non-British citizen will not lead to the displacement of a British citizen who would have otherwise qualified for the British Championships.

In exceptional circumstances, gymnasts who are not in possession of a valid United Kingdom passport and who are not members of British Gymnastics may be invited by the British Gymnastics Technical Committee or Performance Director to take part in British Gymnastics Events. The Technical Committee with approval from the Performance Director will have the discretion to determine whether their scores will contribute towards the official Competition results.

#### Disclosure


It is the responsibility of the person making the Competition entry to ensure that all of the gymnasts have declared their nationality within Gymnet online membership portal.

#### **Policy for the Participation of Trans People in Gymnastics Competition**

For information on Transgender, please refer to the British Gymnastics Transgender Policy which can be found here 

## Competition Entries

### Entry Process

Entry to all National BG Events are Online only. Complete instructions for adding an entry via the GymNet online Entry Portal are available to download from the [BG website](#). 

All entries must be fully submitted electronically to BG by the stipulated closing date and time.

Prior to the event, an entry may only be amended by the person making the original entry.

### Guests


If a gymnast wishes to compete as a guest (see Nationality section above for details of guest gymnasts) at a British Gymnastics event the club/coach should contact the events department in the first instance before the closing date. Guest gymnasts will be placed on a waiting list. Following the competition closing date a decision will be made between the Technical Committee, the Events Department and the Performance Department as to whether the entry can be accepted. If the entry is accepted the entry fee will then become payable and entered into the club basket.

### Disability Gymnastics

Disability Gymnastics is designed to provide competition and development for people who have disability and choose not participate in mainstream competitions.

As part of the development of Disability Gymnastics, British Gymnastics has produced its own sport specific Disability Gymnastics Classification Certificate. The classification certificate is contained in a pack which also clearly defines the eligible impairments for Disability Gymnastics Competition.

All clubs and coaches must inform the British Gymnastics Events Team of any of any gymnasts which have medical conditions that require special consideration at BG events. This information should be shared with the BG Events Team at the point of competition entry and will enable the BG events team to make the necessary adjustments where possible to cater for the additional needs of each gymnast.

Gymnasts will be required to provide proof of Disability at least six weeks before the event. Please complete and return the **[Disability Gymnastics Classification Certificate](#)**  by following the instructions in the Disability Classification Pack.

Although there are 44 different eligible classifications (Profile groups) in the Classification Pack, this does not mean that there are 44 different competition categories for Disability Gymnastics competition.

The Disability competition classification categories available can be found within the information pages for each competition which has integrated disability.

### **Methods of Payment**

Payment can be made by Debit Card, Credit Card or BACS payment. BACS payment however may slow the entry process. Payments should be received by BG within 48 hours of the entry being submitted.

*Entry fees are non-refundable after the closing date.*

### **Late Entries**

Late entries will only be considered in exceptional circumstances and only up to 7 days after the closing date.

In the unlikely event of a late entry being accepted, payment of three times the normal entry fee stated for the competition will be required for individuals (including partnerships and groups). For team late entries the fee will be double (including clubs and regions.) However, the late entry payments will be capped at £1000 (i.e. the additional payment over and above the normal entry fee per gymnast / partnership / group / team will be capped at £1000).

Late entries must be made in writing to the BG Events department and will then be referred to the Organiser for consideration. The Organiser and BG Events department will have absolute discretion whether to accept a late entry.

Late entry requests may be placed on a reserve list and clubs notified if their entry is accepted following a withdrawal, up to 1 week prior to the event.

### **Withdrawals and Substitutions**

Amendments to an entry before the closing date will not incur a penalty and in the case of withdrawals, the entry fee will be refunded. Entry fees are non-refundable after the closing date.

For NDP Grades Finals, if a Region wishes to make a substitution (due to the withdrawal of a previous regional entry) of a Pair/Group, they can only do so up to one week before the event, in writing to the BG event department after the entry is closed. Proof of qualification of the substitute must also be provided if applicable, at the time of the request. Substitutions will not incur a fee however there is no guarantee that the substituted names will be included in the spectator programme.

Where it is necessary to substitute a coach the club must inform the BG Events Department in writing, so the coach can be checked for membership, awards and safeguarding, before they can be accredited for the event.

Where, through unforeseen circumstances, this is not possible or, where information has not previously been supplied, the substitute must inform the Organiser immediately on arrival at the venue and produce their coaching award certificate, current BG membership card and a current BG specific Criminal Records Check certificate.

Where there are specific rules and/or processes please refer to the specific event page.

### **Non-Participation Fee**

By entering a gymnast (individual/partnership/group) or a team (team events) into an event, the enterer accepts that, should any gymnast or team fail to register to compete by the end of registration for a competition, the appropriate fee for non-participation will be added to the club basket or in the case of regional entries, basket of the person making that entry.

Fees will be charged as follows:

- £25 – Individual / Pair
- £50 – Trio / Group / Team

Should a gymnast be withdrawn prior to the event for whatever reason, the club or coach must inform the Competition Organiser and Events Department in writing via email or notifying a member of the events team at the registration desk up to the close of registration for the relevant session.

If a gymnast suffers illness or injury after this time the club should inform the Competition Organiser at their earliest convenience up to the close of registration. If a medical certificate is provided within 14 days of the event the non-participation fee will not be charged.

The medical certificate should be provided on headed paper by a qualified medical professional, Doctor or Physiotherapist, confirming the gymnast is unfit to take part in the competition. This should be emailed to the Events Teams at [events@british-gymnastics.org](mailto:events@british-gymnastics.org) or posted to the Events Department at Lilleshall National Sports Centre, Newport, Shropshire, TF10 9AT.

Failing to inform the Events Team or Competition Organiser as laid out above will result in the non-participation fee being charged.

## General Regulations

Coaches' must make adequate provision for the "supervision" of their gymnasts upon arrival at the venue. Gymnasts will not be allowed to register or begin warm up without their coach present.

### Registration

Only register your Gymnast(s)/Club/Region when those competing in that section of the event have arrived at the event and intend to compete. Please inform the registration desk of any withdrawals as soon as possible.

During registration accreditation/passes will be issued. Abuse of accreditation/passes may result in disciplinary action taken by BG.

Specific registration processes where appropriate can be found in the event work plan.

### Order of Performance

The order of competing for individual events and team events shall be decided according to the competition arrangements made by the Organiser or such officials as may be authorised by the Technical Committee. For the purpose of maintaining the smooth and timely running of the event, or where the safety, security and good performance of the gymnasts is a concern, the TC reserve the right to alter the grouping of gymnasts and/or running order of performances as may be deemed necessary by the Organiser or authorised officials, up to the start of warm up.

Wherever practical the Organiser shall produce and circulate to all participating clubs a provisional start list and running order for an event at least 2 weeks before the day thereof.

### Music


All music for competition routines must be uploaded onto the GymNet portal at the latest one week before the competition date (see event page for specific time and date).

Instructions for submitting music electronically may be found within the [Online Entry Guide](#) 

### Late Music Submission

Late submission of music will attract a fee of £20.00 per gymnast/partnership/group/team. This fee will be added to your club basket. Music not uploaded by the deadline cannot be guaranteed to be uploaded on the day.

### Music Licensing

All music used in competition routines must conform to the relevant licensing requirements. Details may be found at the following link. 

Certain tracks belonging to Disney, Andrew Lloyd Webber and Cirque du Soleil can be used but this should be checked on the PPL website to confirm the track is included within their repertoire.

To check tracks go to <http://www.ppluk.com/> scroll to the bottom of the page and click on 'PPL Repertoire Search' enter the artists name and title. Any music listed as part of the search can be used.

If the track is not included within the listed tracks the club must apply directly to Disney, Andrew Lloyd Webber or Cirque du Soleil to use the track and pay the relevant licensing fees.

## **Access to Warm up Hall**

Access to the warm up hall will be limited to the appropriate number of Coaches and Chaperones (where applicable) as defined in the specific details section for each Event. On arrival, coaches will need to register and collect their accreditation from registration. In the case of events spanning more than one day, accreditation will be issued for each day. At larger national events the FIG/UEG recognised accreditation system will apply.

Abuse of accreditation may result in disciplinary action being taken by BG.

Judges will not be allowed into the warm up hall, once the judges meeting has taken place.

## **Food and Drink**

There may be restrictions within the competition areas with regards to food and drink. This is to manage food intolerances and allergies.

## **Babies and Young Children**

In the interests of safety, for the smooth running and professional presentation of the events, babies and young children are not permitted to enter the warm up hall or field of play, even if they are being supervised by an adult.

## **Medical Provision**

Anyone requiring First Aid assistance should speak to either the Competition Organiser or BG medical team. It is recommended that all coaches have a First Aid kit with them for minor injuries.

At all BG Events an official medical team will be appointed and will be available to treat gymnasts who sustain an injury at the event. The medical team are not able to treat pre-existing or chronic injuries.

Any injury occurring during the official training or competition must be reported to the medical team, to ensure a record can be kept of treatment given and by whom.

The decision of the Organiser, based upon the recommendation of the BG appointed medical officer as to the gymnast's health and medical status and their ability to compete at the Event is absolute and final.

## **Medal Ceremonies**

Except in exceptional circumstances, gymnasts who win a medal at a BG Event are expected to remain in the venue until the completion of the competition and participate in the medal presentation ceremony in order to collect their award in person. Medals will only be distributed at events not by post. Attire for medal ceremonies is according to FIG World Championships and UEG rules.

## **E-Certificates**

As part of efforts to make British Gymnastics' events more sustainable, printed participation certificates have been replaced by e-certificates. Where applicable, an e-certificate will be sent to the participant's registered email address (or the email address of the person with parental responsibility for the participant) following the event.

## **Tenure of Trophies**

All perpetual trophies remain the property of BG.

Perpetual trophies are the responsibility of the winning club or region. The club or region are responsible for the inscription of, as well as safekeeping and maintenance of, the trophy and for returning it to the Organiser prior to the competition the following year by either; -

- Making arrangements for it to be delivered to the competition venue on the day.
- Returning it to the competition organiser at least one week prior to the competition.
- Returning it to the BG offices at least one week prior to the competition.

Failure to do this or loss of a trophy will incur a cost to the individual / club.

## Privacy

British Gymnastics Privacy Notice 

At many events, British Gymnastics may produce event merchandise (eg event tshirts). These may include the names and/or clubs of the gymnasts taking part.

Where competing gymnasts have a disability, it may be necessary to share the details of this disability with Performance staff and the Technical Committee in order to discuss if modifications to rules and processes are appropriate arising from this disability.

The scores, results and “Judgecam” videos from British Gymnastics events, where BG Score is present will be made available in the BG Score App and also published on the BG website in the specific event page.

## Video, Film and Photography

Photographs and video footage will be captured at British Gymnastics events.

British Gymnastics accredited photographers and the media may be present and in some cases events may be live streamed by the British Gymnastics TV production team, or broadcast partners. The images taken at events may be used by British Gymnastics, GEL and the British Gymnastics Foundation for the purposes of promotion, education and development of the sport.

They may also be shared with journalists, through social media outlets e.g. Facebook, Instagram, Youtube etc. and our third-party partner organisations for general promotional purposes.


Anyone who does not wish themselves or their child to be photographed/filmed at the event must advise the British Gymnastics Events Department or the Event Organiser. Although it is not always practical to manage the content of live streamed footage, we will ensure any identifiable images of the participant are not published.


British Gymnastics will display clear signage and make announcements about photography and filming at relevant events. Any footage of children and individuals who are vulnerable will be published in accordance with our relevant safeguarding policy.

To make our events entertaining and easy to follow for our audience and fans, we announce and publish information about participants, including nationality, scores and achievements.

Videos of routines performed by participating gymnasts taking part in our major events are made available on the BG Score App but access is restricted to British Gymnastics members.

We delete event photographs and videos after five years unless we consider them to be of public interest and should consequently be archived for historical purposes. Where images have been published on social media, these platform providers may continue to process your data after the retention period has lapsed.

Any person wishing to use video, film or take photographs must abide by the British Gymnastics Photography at Gymnastics Events policy.  Photos may only be taken for personal use. Unless specifically accredited to do so, you may not take photos for sale, other commercial use, or publication in printed or electronic form, such as on websites.

Clubs may publish some photos but this may only be done in accordance with British Gymnastics Safeguarding & Protecting Children Policy. 

Flash photography may not be used at any time while gymnasts are warming up or competing.

Photography on the Field of Play by gymnasts, coaches and officials is not permitted.

If you have concerns about the identity or actions of any photographer or if you believe that any unsuitable photos are being taken, you should report your concerns to the British Gymnastics appointed Welfare Officer at the event.

## Health & Safety

The health, safety and welfare of all participants (gymnasts, coaches and officials) is the primary consideration. All BG policies and procedures will be rigorously applied with regards to health, safety, welfare and Safeguarding & Protecting Children.



## Overnight Stays

Government legislation requires that when a club takes a gymnast(s) under the age of 18 years 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 adhere to the CPSU child protection standards this person must not be related to or in a relationship with the coach attending the trip.

The training for the designated person should be BG recognised Safeguarding and Protecting Children Awareness training or Home Country equivalent.

For **Overnight Trips** the appropriate form needs to be completed in full and sent to British Gymnastics **at least** four weeks prior to travel so we can get your trip approved and endorsed by our insurers. Failure to inform British Gymnastics of **any** overnight stays may invalidate your insurance.

Please note that the BG Membership Insurance does not cover Travel or Emergency Medical Expenses, we therefore recommend that where necessary you take out additional Travel Insurance.


## Drug Free Sport

The testing programme may affect any elite gymnast performing at a national standard.

Please follow the link to read the [BG policy](#) 

## Terms & Conditions of Entry to All Competitions

In addition to BG General Rules & Regulations -

- All entrants agree to be treated by BG appointed medical staff only and be bound by the decision of BG medical staff in relation to their ability to compete in the competition.
- By submitting an inquiry you agree to pay a fee which will be added to the club/region basket.
- You agree to the storing of competition scores. BG will redact your details from the published results unless there is a justifiable reason to reject an objection to publication. 
- You agree to abide by the BG Photography at Gymnastics events policy.
- The person making the online entry on behalf of gymnast(s), a club or a region, undertakes to ensure that those who they are making an entry on behalf of are fully aware of and agree to abide by the contents of this handbook.
- By submitting an entry into a British Gymnastics event; you must ensure those individuals whose personal data you are providing or may be used by British Gymnastics in relation to the event (this includes gymnastics and people who have parental responsibilities (where the gymnast is a child) coaches, judges and volunteers) are aware and would expect their information to be used, where necessary for pre-event and accreditation information, post event surveys and, where applicable to send out electronic certificates of participation which sent to gymnasts via their email address registered on their membership account. Please refer to the British Gymnastics membership privacy notice available on our website for further details and information about individual rights.

## Aerobic Gymnastics Technical Information

### Code of Conduct

**British Gymnastics Standards Conduct** can be found through this link 

### **Aerobic Judges Code of Conduct**

BG, acting through the Board or its Committees, reserves the right to refuse any entry and disqualify an official, Judge, gymnast or team at any time, if they do not comply with BG regulations.

### Inquiries

Official inquiry forms are available from the Organiser and must be completed and returned, as soon as possible after the publication of the scores. Inquiry forms will be published in each Event Work Plan.

A coach may only request an inquiry on the Difficulty Score, in accordance with the FIG Code of Points.

In the interests of justice, if the Difficulty Score does not appear to correlate with what was performed, or there is an arithmetical error in the calculation of the Difficulty Value, conversion to the Difficulty Score or in the calculation of the Final Score, an appeal may be made for review to the Superior Jury.

The DJ penalty score may need to be reconsidered if there is a change in the Difficulty Score after the inquiry.

Inquiries can be made only for the Club/Region's own competitors.

No inquiries can be made against Execution or Artistic Scores, time faults or other penalties.

On publication of the Difficulty Score, any inquiry for investigation is made at the very latest before the end of the next exercise that follows the release of a score. The Supervising Coach for the Club/Region of the competing gymnasts places the inquiry form with the Chair of the Superior Jury or designated person.

An inquiry form must be delivered without verbal exchange.

The written request for inquiry must be delivered within 4 minutes after the placement of an appeal form, otherwise the appeal becomes obsolete.

The placement of an inquiry form becomes a contract to pay the appropriate fee.

The President of the Superior Jury (or delegate) will immediately notify the SJ Difficulty Experts and the CJP of the panel concerned of the inquiry. The CJP immediately requests the DJs to review the Difficulty Score.

If a resolution cannot be made before the start time of the next competitors' exercise, the calculated Score will be listed as 'provisional' and will be considered at the end of the round of competition and before any award ceremony.

If the inquiry is rejected, the fee will be put into the appropriate club basket for immediate payment.

The TC cannot accept any photographic analysis at an event unless an official video replay system is available and could be referred to by the Superior Jury or the Chair of the Judging Panel for the benefit of every competitor.

The Supervising Coach for the Club/Region of the competing gymnasts places the appeal form with the President of the Superior Jury or designated person.

- First inquiry: £25
- Second inquiry: £50
- Third and subsequent inquiries: £75

The placement of an inquiry form becomes a contract to pay the appropriate fee.

This fee will not be collected in cash at the event, but added to the basket of the club/coach concerned, if the inquiry was not upheld.

## Club Representation

Gymnasts may only represent one Club at any one time in any one discipline.

Exceptional circumstances will be considered following written application to the TC

## Age Policy

Gymnasts' ages for the purpose of entry to all age dependent categories will be taken as the age reached in the year of the competition.

The minimum age for entry to National BG Events is 9 in the year of competition.

Gymnasts competing in a higher age group (one (1) year above) can not then return to the lower age group unless in a different category.

To view further information on age, participation and competition please view the [Health & Safety Guidance: Coaching](#)

[Practice document](#)  (available within the Resource Library on GymNet).

Age Group	Age	DOB
<b>RAC</b>		
<b>Pre Foundation*</b>	8 Years & Under	2012
<b>Foundation</b>	9 Years	2011
<b>NAC &amp; FIG</b>		
<b>National Development</b>	10 - 11 Years	2010-2009
<b>Group 1</b>	12 - 14 Years	2008-2006
<b>Group 2</b>	15 - 17 Years	2005-2003
<b>Seniors</b>	18 Years & Above	2002

\*This is not considered to be a National Competition

RAC level gymnasts may not compete at NAC level at the same competition. The coach may choose to move an RAC gymnast up to NAC in the same year if they wish. Notification should be made to the National Competition Organiser 4 weeks before the competition entry deadline.

Once an RAC gymnast has moved up to NAC any movement back down will require written permission from the Technical Committee.

Same sex pairs (Pair) can only compete in Foundation, RAC and NAC Junior categories. They are not permitted in any FIG categories.

FIG gymnasts may not compete at NAC, this includes members of the National Squad or National Teams

A gymnast may compete in the age category he or she will enter the following year as follows;

- Pairs - 1 gymnast may be out of age.
- Trios - 1 gymnast may be out of age.
- Groups - 2 gymnasts may be out of age.

Note: Gymnasts cannot compete in both a NAC and a FIG Partnership in the same category. Gymnasts can also not compete in NAC and / or FIG Partnerships in both their own category and the category above.

NAC Gymnasts may compete at FIG as follows;

- Pairs - 1 gymnast may be NAC

- Trios - 1 gymnasts may be NAC
- Groups - 2 gymnasts may be NAC

Note: Gymnasts cannot compete in both a NAC and a FIG Partnership in the same category. Gymnasts can also not compete in NAC and / or FIG Partnerships in both their own category and the category above.

## Competition Attire

- Gymnasts

It must be gymnastic in character and design. It must be elegant to complement the artistry of the exercise. It must also have adequate support so as not to divert attention from the performance nor require adjustment by the gymnast during the exercise.

- The removal of competition attire on the field of play and in public view is not allowed.
- Women and girls may perform in a one piece leotard with flesh coloured or transparent tights or a unitard (full length, neck to ankle). The attire can be with one or two sleeves, which end at the wrist.
- Men and boys may compete in leotards, a form fitting top with gymnastic shorts, ¾ length leggings, or long gymnastic trousers, or a unitard (¾ length, neck to mid- thigh) The attire must not have an open cut at the front or back and the armhole must not be cut below the shoulder blades.
- For safety reasons, loose clothing, raised attachments and accessories are not allowed. All attire for men and women must be close fitting to allow the judges to properly evaluate body lines.
- All attire must be modest: The cut of the leg of leotards must not go above the iliac crest (hipbone). The neckline must be no further down than half the sternum in the front, or below the lower line of the shoulder blades in the back. Lace and transparent material on the torso must be fully lined. Undergarments must not be seen.
- Competitors must wear white aerobic shoes with white socks that must be able to be seen by all judges.
- Advertising on attire must adhere to FIG rules.
- The wearing of GBR or Home Nations attire at BG Events is strictly forbidden. However, where individuals or partnerships have been selected for GBR and awarded their colours (GBR flag), this may be worn on the gymnast's leotard at domestic events provided it conforms to FIG attire regulations.
- For further details, please see [FIG Code](#)

- Accessories and Aids


- Sequins, stones and lace must be either integrated into the fabric of the competition attire or attached securely. Any injury occurring as a consequence is the responsibility of the coach and athlete.
- Men's and boy's attire must not include sequins.
- Hair accessories of any kind are not allowed and hair grips if worn must be securely fastened.
- Face painting is not allowed; any make-up used by women must be used sparingly and not portray a theatrical character (animal or human).
- Taping and support bandages must be of neutral colour. Any exceptional support, such as a knee brace that is not of neutral colour, may be worn without penalty if the club makes application to the Technical Committee prior to the start of the competition, for special permission.
- Jewellery, including earrings and studs, necklaces, rings, bracelets, anklets, nose and navel studs, are not allowed.
- For further details, please see [FIG Code](#)

- Coaches

- Coaches must wear a tracksuit with full length tracksuit bottoms or full length tracksuit bottoms with a collared polo shirt or club/regional t-shirt and appropriate gym/training shoes.
- The wearing of GBR or Home Nations attire at BG Events is strictly forbidden
- Long hair should be braided or tied back so as not to obscure vision.
- Coaches will not be allowed on the competition floor if wearing ANY jewellery. If it is impossible to remove items of jewellery they should be taped. Exceptions are as per [Health & Safety Guidance: Safe Coaching](#).

Non compliance may result in removal of the coach and consequently, for Health and Safety reasons, their gymnast from the competition.

- Judges
  - For Women: Dark blue or black skirt or trouser suit and a white blouse
  - For Men: Dark blue jacket, grey or dark trousers and a light coloured shirt and tie
  - Hair must be neat and not inhibit vision
  - Jewellery, if worn, must be professional in appearance

Requests can be made to adopt reasonable clothing modifications at any BG competition. All requests must be on the official **[BG Clothing Modification Request Form](#)**  and submitted with the competition entry at least four weeks before the competition closing date, to allow sufficient time for full consideration of the application and any possible health and safety implications.

For competitors, coaches and judges, chewing gum is not allowed at any phase of the competition, including the opening ceremony and presentation of the awards or closing ceremony.

Apart from as required for the running of the competition, gymnasts, coaches, judges and officials must not use mobile phones or any other electronic communication devices including tablets, to make calls, take photographs or be used for other forms of communication in the main arena during the event. Such mobile devices may only be used for monitoring scores and results, where the BG Score App is in operation.

For reasons of safety - chalk is not allowed on hands or shoes on the aerobic floor.



### **Nominated Judges**

The following provision apply to all clubs, except those which are in their first year of national competition. For all competitions, all Clubs must nominate at least one judge at the time of entry. The nominated Judge must be 'Club' level or above. Clubs that do not have an appropriately qualified Judge should consult the Judging register, approach someone suitably qualified to Judge on their behalf and nominate them at the time of entry. Clubs must check with the Judge(s) they are nominating that they are able and willing to Judge on their behalf before nominating.

Clubs that do not have a Judge must either submit a volunteer, acceptable to the NCO or TC for the event or pay a fine of £75 which will be added to the Club's basket.

## Aerobic British Championships and NAC Cup

**\*\*CANCELLED\*\***

<b>Date:</b>	30 <sup>th</sup> July – 2 <sup>nd</sup> August
<b>Venue:</b>	M&S Bank Arena, Kings Dock, Liverpool Waterfront, Liverpool L3 4FP
<b>Opening date:</b>	8 <sup>th</sup> May
<b>Closing date:</b>	19 <sup>th</sup> June Noon
<b>Music entry closing date:</b>	 24 <sup>th</sup> July Noon
<b>Entry Fee:</b>	£40.00 per gymnast for first category and £15.00 for subsequent categories entered.
<b>Code:</b>	<b><u><a href="#">FIG Code of Points 2017-2020</a></u></b> 
<b>Nationality:</b>	Gymnasts of foreign nationality or who hold an FIG license for another member federation, must ensure that their nationality is declared on their membership record in order for them to be identified as guests

### Competition Structure:

Competitions will be offered for FIG Individual, Mixed Pair, Trio and Group and for NAC Individual, Mixed Pair, Pair (Except Senior) Trio and Group at the following levels and age groups;

- FIG National Development (10 to 11yrs)
- FIG Group 1 (12 to 14yrs)
- FIG Group 2 (15 to 17yrs)
- FIG Senior (18yrs and over)
- NAC National Development (10 to 11yrs)
- NAC Group 1 (12 to 14yrs)
- NAC Group 2 (15 to 17yrs)
- NAC Senior (18yrs and over)
- Foundation (9yrs)

Same sex pairs (Pair) can only compete in Foundation and RAC and NAC Junior categories. They are not permitted in any FIG categories.

NAC National Development and Group 1 gymnasts may only compete in two routines. NAC Group 2 and Seniors may compete in three routines.

FIG gymnasts may perform three routines.

FIG gymnasts may not compete at NAC, (this includes members of the National Squad or National Teams).

A gymnast may compete in the age category he or she will enter the following year as follows;

- Pairs – 1 gymnast may be out of age.
- Trios – 1 gymnast may be out of age.
- Groups – 2 gymnasts may be out of age.

Note: Gymnasts cannot compete in both a NAC and a FIG Partnership in the same category. Gymnasts can also not compete in NAC and / or FIG Partnerships in both their own category and the category above.

NAC Gymnasts may compete at FIG as follows;

- Pairs – 1 gymnast may be NAC
- Trios – 1 gymnasts may be NAC
- Groups – 2 gymnasts may be NAC

Note: Gymnasts cannot compete in both a NAC and a FIG Partnership in the same category. Gymnasts can also not compete in NAC and / or FIG Partnerships in both their own category and the category above.

For a full breakdown of level and category dependent restrictions please see appendix 2

#### Coach Qualification and Passes:

Aerobic British Championships	Qualification required
<b>FIG Group - G1 (12-14yrs)</b>	Aero UKCC L2
<b>FIG Group - G2 (15-17yrs)</b>	Aero L3
<b>FIG Group - ND (10-11yrs)</b>	Aero UKCC L2
<b>FIG Group - Senior (18+yrs)</b>	Aero L3
<b>FIG Individual - G1 (12-14yrs) Men</b>	Aero UKCC L2
<b>FIG Individual - G1 (12-14yrs) Women</b>	Aero UKCC L2
<b>FIG Individual - G2 (15-17yrs) Men</b>	Aero L3
<b>FIG Individual - G2 (15-17yrs) Women</b>	Aero L3
<b>FIG Individual - ND (10-11yrs) Men</b>	Aero UKCC L2
<b>FIG Individual - ND (10-11yrs) Women</b>	Aero UKCC L2
<b>FIG Individual - Senior (18+yrs) Men</b>	Aero L3
<b>FIG Individual - Senior (18+yrs) Women</b>	Aero L3
<b>FIG Mixed Pair - G1 (12-14yrs)</b>	Aero UKCC L2
<b>FIG Mixed Pair - G2 (15-17yrs)</b>	Aero L3
<b>FIG Mixed Pair - ND (10-11yrs)</b>	Aero UKCC L2
<b>FIG Mixed Pair - Senior (18+yrs)</b>	Aero L3
<b>FIG Trio - G1 (12-14yrs)</b>	Aero UKCC L2
<b>FIG Trio - G2 (15-17yrs)</b>	Aero L3
<b>FIG Trio - ND (10-11yrs)</b>	Aero UKCC L2
<b>FIG Trio - Senior (18+yrs)</b>	Aero L3
<b>FND Group (9yrs)</b>	Aero UKCC L2
<b>FND Individual (9yrs) Men</b>	Aero UKCC L2
<b>FND Individual (9yrs) Women</b>	Aero UKCC L2
<b>FND Pair &amp; Mixed Pair (9yrs)</b>	Aero UKCC L2
<b>FND Trio (9yrs)</b>	Aero UKCC L2
<b>NAC Group - G1 (12-14yrs)</b>	Aero UKCC L2
<b>NAC Group - G2 (15-17yrs)</b>	Aero L3
<b>NAC Group - ND (10-11yrs)</b>	Aero UKCC L2
<b>NAC Group - Senior (18+yrs)</b>	Aero L3
<b>NAC Individual - G1 (12-14yrs) Men</b>	Aero UKCC L2
<b>NAC Individual - G1 (12-14yrs) Women</b>	Aero UKCC L2
<b>NAC Individual - G2 (15-17yrs) Men</b>	Aero UKCC L2
<b>NAC Individual - G2 (15-17yrs) Women</b>	Aero UKCC L2
<b>NAC Individual - ND (10-11yrs) Men</b>	Aero UKCC L2
<b>NAC Individual - ND (10-11yrs) Women</b>	Aero UKCC L2
<b>NAC Individual - Senior (18+yrs) Men</b>	Aero UKCC L2
<b>NAC Individual - Senior (18+yrs) Women</b>	Aero UKCC L2
<b>NAC Pair &amp; Mixed Pair - G1 (12-14yrs)</b>	Aero UKCC L2
<b>NAC Pair &amp; Mixed Pair - G2 (15-17yrs)</b>	Aero UKCC L2
<b>NAC Pair &amp; Mixed Pair - ND (10-11yrs)</b>	Aero UKCC L2
<b>NAC Pair &amp; Mixed Pair - Senior (18+yrs)</b>	Aero UKCC L2
<b>NAC Trio - G1 (12-14yrs)</b>	Aero UKCC L2
<b>NAC Trio - G2 (15-17yrs)</b>	Aero UKCC L2
<b>NAC Trio - ND (10-11yrs)</b>	Aero UKCC L2
<b>NAC Trio - Senior (18+yrs)</b>	Aero UKCC L2

Please follow the link to check equivalent levels of qualifications from previous cycles 

## Coach Passes

Only 1 coach allowed into the arena with competing gymnasts.

The allocation of passes per club will be based on the number of routines as per current FIG accreditation rules.

The lead coach/supervising coach must have the relevant qualifications and BG membership as defined in the eligibility section of this handbook. Qualifications must cover the level of the skills being performed by the gymnasts. In the event of an accident, failure to hold the correct level of qualification may lead to your insurance being negated.

Number of routines	Coaches
1	1
2-3	2
4-5	3
6-8	4
9+	5

Upon written request to British Gymnastics, the Competition Organiser, may permit a maximum of five coach passes per day for the NAC Cup and five coach passes per day for the British Championships.

### Tie Breaks:

- Tie-break rules as per [FIG Regulations \(World Championships\)](#) 

### Awards:

- Gold, Silver and Bronze medals will be awarded in each competition category.
- A glass trophy will be awarded to the winners in the the Senior Categories and their coaches.
- A certificate of participation will be given to all gymnasts.
- The winner of each FIG category will be referred to as British Champion.
- The winner of each NAC category will be referred to as NAC Cup category winners.
- NAC Cup and Glass trophy will be awarded to the highest score across the NAC competition

### British Championship and NAC Cup Titles

The BG Aerobic/Technical Committee wishes to draw the appropriate distinction between the category and title winners of the NAC Cup and the British Championships and requests that all clubs respect this distinction:

#### The NAC Cup Competition

The NAC Cup is the developmental competition and all entries are National Aerobic Code level gymnasts.

The gymnast who achieves the highest score of the competition is awarded the NAC Cup and shall be referred to as the titleholder of the NAC Cup.

All other category winners in the NAC Cup competition shall be referred to as NAC Cup category winners

#### The British Championships

The British Championship is the elite level competition and all entries are FIG Code level gymnasts. (For restrictions see Appendix 2).

The category winners in the British Championships shall be referred to as the British Champion and title holder for the category.



## Appendices

### Appendix 1 – Home Countries, English Regions & Island Associations

#### Home Countries

England  
Scotland  
Wales  
Northern Ireland

#### Website Address

[www.british-gymnastics.org/england](http://www.british-gymnastics.org/england)  
[www.scottishgymnastics.org](http://www.scottishgymnastics.org)  
[www.welshgymnastics.org](http://www.welshgymnastics.org)  
[www.british-gymnastics.org/northern-ireland](http://www.british-gymnastics.org/northern-ireland)

#### English Regions

North  
North West  
Yorkshire  
West Midlands  
East Midlands  
East  
London  
South East  
South  
South West

[www.british-gymnastics.org/north](http://www.british-gymnastics.org/north)  
[www.nwga.co.uk](http://www.nwga.co.uk)  
[www.british-gymnastics.org/yorkshire](http://www.british-gymnastics.org/yorkshire)  
[www.british-gymnastics.org/west-midlands](http://www.british-gymnastics.org/west-midlands)  
[www.british-gymnastics.org/east-midlands](http://www.british-gymnastics.org/east-midlands)  
[www.british-gymnastics.org/east](http://www.british-gymnastics.org/east)  
[www.british-gymnastics.org/london](http://www.british-gymnastics.org/london)  
[www.british-gymnastics.org/south-east](http://www.british-gymnastics.org/south-east)  
[www.british-gymnastics.org/south](http://www.british-gymnastics.org/south)  
[www.british-gymnastics.org/south-west](http://www.british-gymnastics.org/south-west)

#### Island Associations

Isle of Man Gymnastics


[www.iomgymnastics.org](http://www.iomgymnastics.org)

## Appendix 2 – NAC and FIG Restrictions

The Technical Committee will determine gymnast movement from Foundation to either NAC National Development or FIG National Development.

A gymnast is categorised according to the level of his/her individual routine performance, i.e. either NAC or FIG.

Please Note: Gymnasts having competed in a 2019 FIG partnership (MP TR GR) only, do not have automatic entry to a 2020 FIG individual routine. Gymnasts must either compete as a 2020 NAC individual or Coaches must use the 2020 procedure for transfer from NAC to FIG.

For gymnast movement between NAC and FIG, coaches must follow the rules in the **Aerobic Gymnastic Technical Committee**  document “Movement between codes” but please note Gymnasts may not trial at FIG in the British Championships.

New gymnasts or compilations to Aerobic Gymnastics MUST compete in the NAC category. Exceptions to this rule may apply if the athlete’s coach can demonstrate in writing, to the Aerobic Gymnastics Technical Committee, that the athlete has a track record in a sport other than Aerobics. Applications will need to evidence that the athlete has competed at a level high enough to be fast tracked to enter FIG.

The application must be received a minimum of 10 weeks prior to the competition in question. The Technical Committee’s decision is final. [events@british-gymnastics.org](mailto:events@british-gymnastics.org)

Only FIG gymnasts, adhering to full FIG/WAG rulings will be eligible for selection for national squads. NAC gymnasts are therefore not eligible for national squad selection or for wild card nominations.

**All previous appendices from 2019 and before are to be found on the BG website next to the handbook.**