

2020 BC Gymnaestrada



PineTree Community Centre
Coquitlam, BC
May 23 – 24, 2020

Workplan #2
02/18/2020



General Information

<p><i>Gymnastics BC</i></p>	<p>Gymnastics BC 268 – 828 West 8th Avenue Vancouver, BC V5Z 1E2 (B) 604-333-3494 / (F) 604-333-3499 info@gymbc.org</p>	<p>Keara Urquhart, Recreation Program Manager 604-333-3494 kurquhart@gymbc.org Leanne James, Event Manager & Coaching Coordinator 604-333-3495 ljames@gymbc.org</p>
<p><i>Host Club</i></p>	<p>Flip City Gymnastics Club Langley, BC Club Contact: Sherri Taylor sherri.flipcity@gmail.com (604) 888-3366</p>	
<p><i>Dates</i></p>	<p>May 23 – 24, 2020</p>	
<p><i>Theme</i></p>	<p>Roll out the Red Carpet! All that glitters is gold - get ready for a weekend of glitz, glam and gymnastics! Participating clubs are encouraged to pay tribute to their favorite Oscar-winning or Oscar-nominated soundtracks for this year's theme.</p>	
<p><i>Venue</i></p>	<p>Pinetree Community Centre 1260 Pinetree Way Coquitlam, BC V3B 7Z4 Visit the venue website for more information on the facility:</p>	
<p><i>Event Webpage</i></p>	<p>For general information on BC Gymnaestrada: https://gymbc.org/bc-gymnaestrada/ For information specific to the 2020 event: http://events.gymbc.org/events/events/post/1482</p>	
<p><i>Accommodation</i></p>	<p>Room block information is available as at the end of this workplan, as well as on the event page.</p>	

Registration Information

<i>Participant Eligibility</i>	<p>Participating athletes must be at least six (6) years of age by December 31, 2019.</p> <p>All participants and coaches must be registered GBC members, or registered members of a partner Provincial Sport Organization (ie. BCRSGF).</p>																				
<i>Coach Eligibility</i>	<p>A coach's certification must match the level of the skill practiced and performed by the participant(s) under that coach's responsibility. Please refer to the minimum coaching requirements document for detailed information.</p> <p>All participants and coaches must be registered GBC members, or registered members of a partner Provincial Sport Organization (ie. BCRSGF).</p>																				
<i>Participant to Coach Ratios</i>	<p>Please refer to the coach to participant ratio guidelines on page 7 of the Coaching Operations Manual.</p>																				
<i>Safe Sport</i>	<p>The hiring process for a GBC safety officer is underway. In the meantime, we ask all clubs to please abide by the Safe Sport guidelines set forth by Gymnastics Canada.</p> <p>For best practices with the Rule of Two, as well as guidelines on travel, accommodation and general best practices, please refer to the Gymnastics Canada document: http://gymcan.org/uploads/programs/rule-of-two-best-practice-guidelines.pdf.</p> <p>OTHER RESOURCES For GCG SafeSport policies, please see: http://gymcan.org/gymnastics-canada/policies For other Safe Sport resources, please visit: http://gymcan.org/programs/safe-sport/resources</p>																				
<i>Display Criteria</i>	<ul style="list-style-type: none"> • Gymnastics BC recommends that participating clubs have a maximum of three displays with at least six participants per group. • Participants are limited to one performance each. • The maximum length of each routine is based on the number of participants per display: <ul style="list-style-type: none"> ○ 6-15 participants: 5 min ○ 16-25 participants: 10 min ○ 26+ participants: 15 min 																				
<i>Registration Fees</i>	<p>2020 REGISTRATION FEES</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Registration type</th> <th style="text-align: left;">Deadline <small>(day ends at 4:00 p.m.)</small></th> <th style="text-align: center;">Participant</th> <th style="text-align: center;">Coach</th> </tr> </thead> <tbody> <tr> <td>Club Registration</td> <td>December 20, 2019</td> <td colspan="2" style="text-align: center;">\$100 total</td> </tr> <tr> <td>Individual Registration</td> <td>March 20, 2020</td> <td style="text-align: center;">\$75</td> <td style="text-align: center;">\$20</td> </tr> <tr> <td>*Extended Registration</td> <td>March 21, 2020 - April 24, 2020</td> <td style="text-align: center;">\$85</td> <td style="text-align: center;">\$20</td> </tr> <tr> <td>*Late Registration</td> <td>April 25, 2020 - May 8, 2020</td> <td style="text-align: center;">\$150</td> <td style="text-align: center;">\$20</td> </tr> </tbody> </table> <p style="text-align: center;">No registration will be accepted after 4:00 p.m. on May 8, 2020</p> <p><i>*Extended and late registrations are subject to availability.</i></p> <p>The registration fee includes:</p> <ul style="list-style-type: none"> • 5-7 fun-filled workshops (Saturday, May 23) • One performance show (Sunday, May 24) • An event t-shirt 	Registration type	Deadline <small>(day ends at 4:00 p.m.)</small>	Participant	Coach	Club Registration	December 20, 2019	\$100 total		Individual Registration	March 20, 2020	\$75	\$20	*Extended Registration	March 21, 2020 - April 24, 2020	\$85	\$20	*Late Registration	April 25, 2020 - May 8, 2020	\$150	\$20
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INDIVIDUAL REGISTRATION is due **Friday, March 20, 2020**. The individual registration form is included in this package. An invoice will be sent upon receipt of the form, and payment can be made via club cheque or credit card. The club registration deposit is taken off the final balance.

Gymnastics BC will only accept one payment from the participating club, and not from individual members. Please make all cheques payable to Gymnastics BC.

Refunds and Substitutions

REFUND POLICY - PARTICIPANTS

Before March 20, 2020 (deadline: 4:00 p.m.)	Full refund issued upon receipt of completed refund request form.
March 21 – April 20, 2020 (deadline: 4:00 p.m.)	50% medical refund issued upon receipt of completed refund request form <u>and</u> medical note.
April 21, 2020 – May 22, 2020 (deadline: 4:00 p.m.)	25% medical refund issued upon receipt of completed refund request form <u>and</u> medical note. Participant will still receive his/her t-shirt
After 4:00 p.m. PST on May 22, 2020	No refunds issued.

REFUND POLICY - COACHES

Before March 20, 2020 (deadline: 4:00 p.m.)	Full refund issued upon receipt of completed refund request form.
After 4:00 p.m. PST on March 20, 2020	No refunds issued.

SUBSTITUTIONS

Substitutions are allowed at no charge, subject to written receipt of notification prior to the event, by 4:00 p.m. on May 22, 2020. Change in t-shirt size from original participant may not be possible.

Other Event Information

Group Photos

Each participating club is asked to email a **high resolution digital picture** of their display group(s) to GBC by **Friday, April 24 2020**. These photos will be included in the electronic programs.

All pictures should be clear, bright and of high resolution. Each participant's face should be visible. If your club has more than one display, please ensure that each image is titled appropriately.

Please note: There is a **\$35 late fee** for clubs sending in photos after this date. Late submissions may not be refused if we are unable to include the image in the event program.

All late fees will be enforced.

Medical Services

A standard medical professional will be on site for all workshops and performance shows throughout the weekend.

Parking

Please be advised that community centre parking is limited; however, an Impark lot is available nearby and street parking is available within close proximity to the venue. Please adhere to all parking signs.

Photography

A photographer will be on-site at the event on Sunday. Information on purchasing photos will be distributed in Workplan #3.

Concession & Hospitality

CONCESSION

A club-run concession will be available at the event on **Sunday**.

COACH HOSPITALITY

A hospitality room will be provided for coaches on **Saturday**. Coffee will be provided on **Sunday**.

Workshop & Performance Information

Workshops

Workshops will take place on Saturday, May 23.

Block schedules with club assignments for workshops and performances are provided at the end of this workplan, and available for download on the event page.

Please note that schedules are subject to change at any time, pending final group numbers. We will do our best to provide as much notice as possible if changes are required.

This year, you can expect exciting activities such as bhangra dancing, POUND, and much more!

Performances

Performance shows will take place on Sunday, May 24.

Block schedules with club assignments for workshops and performances are provided at the end of this workplan, and available for download on the event page.

Please note that schedules are subject to change at any time, pending final group numbers. We will do our best to provide as much notice as possible if changes are required.

Performance Day Warm-Up

Each group will be given a designated timeslot (5-10 minutes) prior to the start of your designated performance show. This time is provided to allow participants a warm-up of important elements in your routines.

Please take careful note of your designated check-in and warm-up times (a detailed schedule will be distributed a few weeks before the event) and ensure you arrange to meet your group well in advance of your check-in.

To make the most of this time, we recommend that you prepare your group with a prearranged warmup order; you will not likely have enough time to run through your entire routine.

MUSIC

Music is not provided for performance day warm-up.

WARM-UP CHECK IN

Please take careful note of your designated check-in and warm-up times and ensure you arrange to meet your group well in advance of this time.

A detailed performance day schedule will be distributed a couple of weeks before the event.

Music

If you have not yet submitted your theme and music selections, please do so immediately.

To avoid having to rework your routine, please do not start on your choreography/costuming until your selections have been submitted and approved.

A **copy of your music** is to be sent to GBC by **Friday, May 8 2020**. Music must be sent via e-mail or file sharing platform (ie. Dropbox, WeTransfer) in either an .mp3, .mp4 or .m4a format.

Please ensure that your recording is of excellent quality; tracks of low quality amplify poorly in a large space.

Please bring a backup copy of your music (on a phone, tablet, etc.) with you to the event.

There is a **\$25 late fee** for clubs sending in music after the deadline.

All late fees will be enforced.

Equipment

A 40' x 40' non-sprung floor will be used for both rehearsals and performance shows.

Additional available equipment:

- Stings mats (2) + Double stings (2)
- Red landing mats (4)
- Mini-tramp
- Beat board (2)
- Wedge mats (2)
- Spotting blocks (4)

If you would like to request other equipment not listed here, please contact Sherri (sherri.flipcity@gmail.com) by **Friday, April 24 2020**.

The host club will make efforts to accommodate all reasonable requests, however, the provision of additional equipment is not guaranteed.

EQUIPMENT STORAGE

Please also contact Sherri by the deadline listed above to discuss storage if you plan on bringing your own equipment.

Performance Show Tickets

There will be an admission charge to enter the shows for all spectators, parents and visitors. Please note that the categories for ticket pricing have changed this year,

Pricing for **pre-ordered tickets** for this year's event will be as follows:

Pre-Ordered Tickets & Cash Door Sales		
Age Category	Single Show	Day Pass
General (13+ years)	\$10	\$12
Seniors (65+ years)	\$5	\$7
Child (3-12 years)	\$5	\$7
Free Admission (under 3 years)	FREE	FREE

The ticket pre-order form attached to the back of this package is due **Friday, April 10, 2020**.

Pre-purchased tickets guarantee event entry only; seating is open. Any remaining tickets will be available at the door on a first come first served basis.

Door sales will be available by both cash and Square (CC and debit card).

There is no ATM located at the venue. Please inform your families that **CC/Debit Payments** (via Square) will incur processing fees – the total amounts for payments this method will be as follows:

Credit & Debit Card Door Sales		
Age Category	Single Show	Day Pass
General (13+ years)	\$10.50	\$12.50
Seniors (65+ years)	\$5.50	\$7.50
Child (3-12 years)	\$5.50	\$7.50

Performance Show: Admission Info

DOORS OPEN: Please pay particular attention to the time that doors will open for each show, and pass this information on to your spectators. No spectators will be allowed in the arena until this time.

Groups/Athletes that wish to watch other shows will be granted access as long as they are wearing their wristbands. However, if you have a large group that plans on watching other shows together, we kindly request that your team manager or coach notify GBC, to ensure that we have adequate seating. Thank you for your cooperation!

Area Information

Activities and Attractions

COQUITLAM

Bustling urban landscapes, foodie enclaves and top-notch shopping meet inspired hikes and a laid-back West Coast lifestyle.

Explore Coquitlam: <https://visitcoquitlam.ca>

BURNABY

The host hotel is close to this bustling suburb! From dining experiences and shopping sprees, to museums, galleries and green spaces, there's something for everyone in Burnaby.

Explore Burnaby: <https://tourismburnaby.com>

Other Gymnaestrada Events

Next Canadian & World Gymnaestrada Events

2021 World Gym For Life Challenge – July 12-17, 2021

Lisbon, Portugal

<https://www.gymforlife2021.pt/>

2022 Canadian Gymnaestrada – June/July 2022

Location TBD

2023 World Gymnaestrada – August 6-12, 2023

Amsterdam, Netherlands

Important Dates and Deadlines

Dates & Deadlines

DECEMBER 2019:

- Friday, December 20, 2019 at 4:00 p.m.:
 - Club registration form due
 - \$100 deposit
 - Choice of routine theme/soundtrack

FEBRUARY 2020: Workplan #2 released

MARCH 2020:

- Friday, March 20, 2020 at 4:00 p.m.:
 - Individual registration form due

APRIL 2020: Workplan #3 released

- Friday, April 10, 2020 at 4:00 p.m.:
 - Pre-ordered ticket form due to GBC
- Friday, April 24, 2020 at 4:00 p.m.:
 - Group pictures due to GBC
 - Consent forms due to GBC (available at later date)
 - Requests for extra equipment (if applicable)

MAY 2020: Digital event program released

- Friday, May 8, 2020 at 4:00 p.m.:
 - Music due to GBC

MAY 23 – 24, 2020: 2020 BC Gymnaestrada!



REQUEST FOR REFUND OR SUBSTITUTE

2020 BC Gymnaestrada

Coquitlam, BC
May 23-24, 2020



Refunds will only be issued provided that a medical certificate and this request for refund form is submitted to Gymnastics BC by **4:00 p.m. on May 22, 2020.**

Please see pg. 2 of Workplan #2 for refund policies.

Club:	Contact:		
Address:	City:	Postal Code:	

Request for Refund or Substitute:

Participant or Coach name:	Substitute name (if applicable):	Medical note submitted
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
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		<input type="checkbox"/> Yes <input type="checkbox"/> No

For GBC use only

Date received:	Date processed:	Medical notes received:	Registration paid:	Amount refunded:
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Return completed form to:

Gymnastics BC, c/o Keara Urquhart, Recreation Program Manager
#268 – 828 West 8th Avenue, Vancouver, BC V5Z 1E2 Fax: 604-333-3494 Email: kurquhart@gymbc.org