GYMNASTICS SASKATCHEWAN

INSPIRE & EMPOWER CHAMPIONS

IN SPORT AND LIFE

Member & Policy Guide
Last updated Nov 2025

Table of Contents

SECTION 1: BYLAWS *5*

BYLAW I ..... **GENERAL INFORMATION** **5**

BYLAW II ..... **ANNUAL AND SPECIAL GENERAL MEETINGS** **7**

BYLAW III ..... **BOARD OF DIRECTORS** **8**

BYLAW IV ..... **AMENDMENT OF BYLAWS** **10**

BYLAW V ..... **ADOPTION OF THESE BYLAWS** **10**

SECTION 2: OPERATIONAL POLICIES *12*

INTRODUCTION **12**

GOVERNANCE **13**

FINANCIAL CONTROLS AND FUNDING/GRANTS **17**

COACHING COURSES **27**

INSURANCE AND SANCTIONING **28**

EQUITY AND INCLUSION **36**

COMPETITIONS AND EVENT HOSTING **36**

TEAM TRAVEL **40**

AWARDS **45**

SECTION 3: MEMBERSHIP POLICIES *47*

GENERAL MEMBERSHIP POLICIES **47**

RESPECT IN SPORT & SAFE SPORT TRAINING REQUIREMENTS **51**

CLUB MEMBERSHIP & FEE SCHEDULE **52**

INDIVIDUAL MEMBERSHIP & FEE SCHEDULE **53**

OUTSIDE USER GROUP MEMBERSHIP & FEE SCHEDULE **55**

UPLIFTER RESOURCES **61**

MEMBERSHIP INVOICES **71**

SECTION 4: COACHING POLICIES *73*

GENERAL COACHING POLICIES **73**

MINIMUM CERTIFICATIONS **76**

UNIFORM REQUIREMENTS **81**

FIELD OF PLAY INFRACTIONS **81**

THE NATIONAL COACHING CERTIFICATION PROGRAM (NCCP) OVERVIEW 83
GYMNASTICS FOUNDATIONS CERTIFICATION PROCESS 86
COMPETITION STREAM CERTIFICATION PROCESS 90
MAINTENANCE OF CERTIFICATION 98
LONG TERM ATHLETE DEVELOPMENT MODEL 100
PARTICIPANT DEVELOPMENT MODEL (PDM) OF GYMNASTICS 101
SECTION 5: SAFE SPORT, DISPUTE RESOLUTION, & ETHICAL STANDARDS 104
INTRODUCTION 104
DEFINITIONS 105
ATHLETE PROTECTION POLICY 110
CODE OF CONDUCT AND ETHICS 114
DISCIPLINE AND COMPLAINTS POLICY 120
INVESTIGATIONS POLICY – DISCRIMINATION, HARASSMENT, MALTREATMENT AND PROHIBITED BEHAVIOUR 134
ALTERNATE DISPUTE RESOLUTION POLICY 137
APPEAL POLICY 139
SOCIAL MEDIA POLICY 146
SCREENING POLICY 148
CONFLICT OF INTEREST POLICY 152
APPENDIX A: 155
SCREENING REQUIREMENTS MATRIX & SAMPLE DISCLOSURE FORM 155
APPENDIX B: 158
CONFLICT OF INTEREST DECLARATION FORM 158

GYMNASTICS SASKATCHEWAN

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Section 1: Bylaws

SECTION 1: BYLAWS

ADOPTED NOVEMBER 2, 2019
BYLAWS OF GYMNASTICS SASKATCHEWAN INC.

BYLAW I GENERAL INFORMATION

I. 1 NAME

The official name of the Corporation is: **Gymnastics Saskatchewan Inc.**
The Corporation may conduct business under the tradename of Gym Sask.

I.2 ADDRESS

The registered address of Gymnastics Saskatchewan is 300 – 1734 Elphinstone Street, Regina, Saskatchewan, S4T 1K1.

I.3 OBJECTIVES

The objectives of Gymnastics Saskatchewan are:

a. Gymnastics Saskatchewan shall be the sports governing body for the sport of gymnastics and the disciplines of Men's Artistic Gymnastics, Women's Artistic Gymnastics, Trampoline Gymnastics, Rhythmic Gymnastics, Sport Aerobics, Sport Acrobatics, Parkour and Gymnastics for All in the province of Saskatchewan, providing administrative and technical support and services to members.
b. Gymnastics Saskatchewan shall act as the legislative body for the sport of gymnastics and the disciplines of Men's Artistic Gymnastics, Women's Artistic Gymnastics, Trampoline Gymnastics, Rhythmic Gymnastics, Sport Aerobics, Sport Acrobatics, Parkour and Gymnastics for All in the province of Saskatchewan.
c. Gymnastics Saskatchewan shall be the organization that has representation on and communication with allied agencies such as Gymnastics Canada, Sask Sport and various governmental agencies.
d. Gymnastics Saskatchewan shall promote and guide positive lifelong gymnastics experiences by:
    a. Directing the development and delivery of quality provincial programs;
    b. Promoting gymnastics as a foundation for human movement, sport, health, wellness and enjoyment;
    c. Coordinating and supporting the development of our members in pursuit of provincial, national and international excellence.

I.4 AFFILIATION

Gymnastics Saskatchewan shall operate under the jurisdiction of Gymnastics Canada's and Sask Sport's bylaws and rules, where applicable.

I.5 MEMBERSHIP

a. Recreational, performance, pre-competitive and competitive clubs and associate member organizations may become members of Gymnastics Saskatchewan upon written application and payment of prescribed membership fees as set annually by the Board of Directors or their designate (CEO/staff).

b. Athletes, coaches, officials, volunteers, supporters and participants may become members of Gymnastics Saskatchewan upon written application through an affiliated club or associate member at a prescribed membership fee as set annually by the Board of Directors or their designate (CEO/staff).

c. Individual members without club or associate member affiliation may become members of Gymnastics Saskatchewan upon written application and payment of the prescribed membership fee, and with the approval of the Board of Directors or their designate (CEO/staff).

d. No club/organization or individual shall be admitted as a member unless:
   a. they satisfy the qualifications, criteria and prerequisites of membership as outlined in the current Policy Manual and Membership Handbook;
   b. they have made written application;
   c. they have been approved by the Board of Directors or their designate (CEO/staff);
   d. they have paid the prescribed membership fee.

e. A club or individual member is deemed to be in good standing provided they have paid the membership fees as prescribed by the established deadlines, have adhered to the membership requirements in the Policy Manual and in these Bylaws, and are not restricted by disciplinary action by Gymnastics Saskatchewan.

f. A member may not resign if the member is subject to disciplinary investigation or action.

g. Membership in Gymnastics Saskatchewan is not transferable.

h. Any club or member may withdraw their membership in Gymnastics Saskatchewan at any time by way of notice to the Board of Directors or their designate (CEO/staff). Upon withdrawal, the member or member club shall not be entitled to a refund of any membership fees they may have paid.

i. A member club, associate member or individual member may be suspended or expelled from membership by the Board of Directors or their designate (CEO/staff) with seven days notice for failure to pay membership fees or failure to adhere to membership policies or requirements as per the membership policies established in the current Policy Manual, Membership Handbook or in these Bylaws.

j. The Board of Directors may suspend or expel any individual member whose conduct is such as to bring discredit to the organization.

k. A member club, associate member or individual member may be suspended or expelled in accordance with the discipline and dispute resolution policies of Gymnastics Saskatchewan.

I.6 EXCLUSIVE RESPONSIBILITY

Any topic not covered by the present Articles, these Bylaws, or Gymnastics Saskatchewan's Policy Manuals, shall remain the exclusive responsibility of the Board of Directors.

I.7 WINDING UP

In a special or annual general meeting, the members may resolve to dissolve Gymnastics Saskatchewan by a special resolution. In such event Gymnastics Saskatchewan's properties and assets, after payment of all liabilities, shall be donated to another organization(s) having objects of a sporting or athletic nature, as may be decided by the Board of Directors.

I.8 FISCAL YEAR

The fiscal year of Gymnastics Saskatchewan shall end on August 31 of each year and an audited financial statement shall be presented at the Annual General Meeting.

BYLAW II ANNUAL AND SPECIAL GENERAL MEETINGS

II. 1 ANNUAL GENERAL MEETING; SPECIAL GENERAL MEETING

a. Gymnastics Saskatchewan shall hold an Annual General Meeting in each calendar year in the Province of Saskatchewan. The Annual General Meeting shall be held no later than six months after the end of the fiscal year.

b. On the request of the majority of the Directors, or at least ten club voting delegates as per Bylaw II.3b., a Special General Meeting shall be held at a place, time and date set by the Chair.

II.2 CONVOCATION

a. Notice of an Annual General Meeting shall be given by advertising the same in writing to the membership including the meeting date and location 45 days in advance. The Notice of the Annual General Meeting shall set forth a statement that any member resolution or special business to be considered at the Annual General Meeting must be forwarded to the Board of Directors at least 30 days prior to the Annual General Meeting.

b. Notice of a Special General Meeting shall be advertised in writing to the membership a minimum of 30 days in advance and shall set forth the resolution(s) to be submitted to the attention of the membership.

c. The following matters shall be transacted at the Annual General Meeting:

a. Consideration of an auditor's report

b. Election of Directors

c. Appointment of an auditor

d. Consideration of Bylaw amendments submitted by the Board of Directors

e. Special business (pursuant to 11.2 e, f, g)

d. Special business and any resolution a member wishes to be considered at the Annual General Meeting or a Special General Meeting must be provided to the Board of Directors at least 30 days prior to the Annual or Special General Meeting, together with the name of the member and a supporting statement of the special business or resolution.

e. The Board shall circulate the special business request or resolution to the members at least 15 days prior to the Annual or Special General Meeting.

f. The Board of Directors is not obligated to provide notice of the special business request or resolution if:

f. the purpose of the special business or resolution is to enforce a personal claim or redressing a personal grievance against Gymnastics Saskatchewan or its directors, officers or staff; or

g. the purpose of the special business or resolution is primarily for the purpose of promoting general economic, political, social, religious or similar causes unrelated to Gymnastics Saskatchewan; or

h. the request or a substantially similar one has, within 2 years, been previously submitted and defeated; or

i. the member fails to present the resolution in person at the Annual General Meeting; or

j. the resolution is to secure publicity that is unrelated to the policies and procedures of Gymnastics Saskatchewan.

g. Meetings of members will be closed to the public but any person may be admitted at the invitation of the Chair or by Ordinary Resolution of Members.

II.3 PARTICIPANTS

An Annual or Special General Meeting shall be composed of the following delegates:

a. The Board of Directors of Gymnastics Saskatchewan.
b. Affiliated member clubs in good standing having:
h. 1 to 50 registered members shall have one delegate;
i. 51 to 100 registered members shall have two delegates;
j. 101 or more registered members shall have three delegates.
c. The CEO or designate of Gymnastics Saskatchewan shall determine the number of each club's registered members, based on the previous fiscal year's registration numbers.
d. Any delegate to an Annual or Special General Meeting must be a member in good standing of Gymnastics Saskatchewan.
e. The Chair of the Board of Directors of Gymnastics Saskatchewan shall be the Chair of the Annual or Special General Meeting. The Chair may appoint another Director or delegate to act as Chair.

II. 4 VOTING

a. Each club delegate present at the Annual or Special General Meeting in conformity with Bylaw II.3b. shall be entitled to one vote.
b. Each member of the elected Board of Directors shall be entitled to one vote, with the exception of the Chair of the Board of Directors, who will only vote in the case of a tie.
c. Voting shall be by show of hands except where requested by one or more delegates. Elections shall be voted by secret ballot.
d. Except for Special Resolutions, all questions shall be decided by a simple majority. Special Resolutions include changes to Articles, Bylaws and those resolutions brought forward at a Special Meeting. For a Special Resolution to be carried, 2/3 majority of those present and voting must approve the Special Resolution.

II.5 TECHNICAL ASSEMBLIES

Technical Assemblies for each active discipline shall be held annually in conjunction with the Annual General Meeting.

a. Representatives to each of the active disciplines' Technical Committees shall be elected or appointed as per the nomination and election procedures outlined in the current Policy Manual.
b. Voting at each Technical Assembly shall follow the voting structure as outlined in the current Policy Manual.

II.6 QUORUM

The quorum for transaction of business at any Annual or Special General Meeting shall be constituted by the members present.

BYLAW III BOARD OF DIRECTORS

III.1 GENERAL

a. The affairs of Gymnastics Saskatchewan shall be governed by the Board of Directors, comprised of:
b. 9 elected Directors;
i. Any Gymnastics Canada board member who is a Saskatchewan resident;

ii. The CEO of Gymnastics Saskatchewan.
iii. All Directors must be members in good standing of Gymnastics Saskatchewan and shall support the, mission, vision, values and goals of Gymnastics Saskatchewan.

c. The Board of Directors shall meet as often as it deems necessary, but no less than three times annually.
d. All members of the Board of Directors shall have one vote except the Chair of the Board of Directors who will vote only in the case of a tie and the CEO and Gymnastics Canada board member(s) who shall have no vote.
e. The Chair of the Board of Directors shall preside over all meetings of the Board of Directors. The Chair may appoint another Director to act as Chair.
f. The quorum for meetings of the Board of Directors shall consist of five elected directors.

III.2 POWERS OF THE BOARD OF DIRECTORS

Except as otherwise provided in the Act or this Bylaw, the Board of Directors has the powers of Gymnastics Saskatchewan and may delegate its powers, duties, functions without limiting the generality of the foregoing:

The Board of Directors may make policies, procedures and regulations for managing the affairs of Gymnastics Saskatchewan in accordance with the Act and these Bylaws.

The Board of Directors may make policies, procedures and regulations relating to the management of disputes and discipline of members and the Board of Directors and/or their designated committee shall have authority to manage disputes and discipline members accordingly.

a. The Board of Directors will establish the vision, mission, values and strategic direction of the Corporation.
b. The Board of Directors may establish permanent committees or temporary committees to assist in performing the work of Gymnastics Saskatchewan, and may delegate authority to these committees.
c. The Board of Directors shall employ a Chief Executive Officer (CEO) who, together with volunteers and staff, shall implement the goals and objectives of the Board of Directors. The Board of Directors may delegate its authority to the CEO. The CEO may employ such persons as required to carry out the mission and work of Gymnastics Saskatchewan.

III.3 NOMINATION AND ELECTION

Nominations for all open Director positions shall be received by the Provincial Office/Nominating Committee a minimum of 30 days prior to the date of the Annual General Meeting. Nominations shall not be accepted from the floor.

At the Annual General Meeting, delegates shall elect by ballot 9 directors.

The term of office of each Director shall be three years. Terms of office are to be staggered such that no more than three Directors are elected annually.

The Chair of the Board of Directors shall be selected by the elected directors at the Board of Directors meeting immediately following the Annual General Meeting. The Chair shall be selected for a three year term.

All Directors shall be eligible for re-election after their term has ended.

In the event of a vacant position, the Board of Directors may fill the position by appointment until the next Annual Meeting at which time an election will be held to complete the original term of office.

Paid employees of Gymnastics Saskatchewan shall be ineligible to hold any elected position.

Any Director of Gymnastics Saskatchewan may be removed from office by “Special Resolution”.

III.4 MEETING PROCEDURE

Meetings of the Board of Directors may be held by tele/video conferencing means.
Meetings of the Board of Directors are closed to members and the public, but any person may be admitted at the invitation of the Chair of the meeting. Meeting minutes will be maintained in the Provincial Office.
The Board of Directors may approve a resolution or motion or render a decision by way of written approval forwarded electronically.
Any dispute concerning the procedure of a General Meeting, Board of Directors or Committee meeting shall be solved in accordance with Roberts Rules of Order.

III.5 CONFLICT OF INTEREST

In accordance with the Saskatchewan Non-Profit Corporations Act, a Director, Officer or member of a committee who has an interest, or may be perceived as having an interest, in a proposed contract or transaction with the Corporation will comply with the Act and the Gymnastics Saskatchewan Conflict of Interest policy.

BYLAW IV AMENDMENT OF BYLAWS

Any member in good standing or a Director of Gymnastics Saskatchewan, supported by a seconder, may propose amendments to the Articles and/or Bylaws by submitting such amendments in writing to the Board of Directors at least 60 days in advance of an Annual or Special General Meeting. These proposed amendments shall be circulated to all clubs 30 days prior to the Annual or Special General Meeting. Amendments to these Bylaws shall only be made after the motion to amend has been passed by a 2/3 majority of those present and voting at an Annual or Special General Meeting.

BYLAW V ADOPTION OF THESE BYLAWS

These Bylaws were adopted by the members of Gymnastics Saskatchewan entitled to vote at a meeting of members duly called and held on November 2, 2019.

In adopting these Bylaws, the members repeal all prior Bylaws of the Corporation.

GYMNASTICS SASKATCHEWAN

INSPIRE & EMPOWER CHAMPIONS

IN SPORT AND LIFE

Section 2: Operational Policies

SECTION 2: OPERATIONAL POLICIES

Last updated Nov 2025

INTRODUCTION

GYMNASTICS SASKATCHEWAN

Gymnastics Saskatchewan is the provincial sport body which governs Men's Artistic Gymnastics, Women's Artistic Gymnastics, Trampoline Gymnastics, Rhythmic Gymnastics, Sport Aerobics, Sport Acrobatics, Parkour and Gymnastics for All in the province of Saskatchewan. GymSask was incorporated in 1975 and is an active member of Sask Sport and Gymnastics Canada Gymnastique.

POLICIES AND PROCEDURES MANUAL

The Gymnastics Saskatchewan Policy Manual is designed to provide the Board of Directors, staff, committees, sub-committees, members, and member clubs with detailed policies and procedures that govern and direct the operations of Gymnastics Saskatchewan. The objective of these policies is to provide clear definition of the rules and regulations pertaining to Gymnastics Saskatchewan's programs, structure, and function. The Policy Manual also serves as a communication tool for our elected and appointed officials, staff, and members. The Chief Executive Officer (CEO) of Gymnastics Saskatchewan is responsible for the development, interpretation and implementation of all policies relative to the operations of Gymnastics Saskatchewan.

PROVINCIAL GOVERNMENT

Gymnastics Saskatchewan may, as required or requested, communicate with and be the official representative for the sport of gymnastics to the appropriate provincial government department responsible for sport and recreation.

SASK SPORT INC.

Gymnastics Saskatchewan shall be affiliated with Sask Sport Inc., and subject to the rules and regulations of that body as applicable. Sask Sport Inc. is a non-profit, non-governmental organization representing amateur sport in Saskatchewan. Gymnastics Saskatchewan is a member of Sask Sport Inc. with full voting privileges.

SASK LOTTERIES TRUST FUND

The Sask Lotteries Trust Fund is a fund administered by an elected Board of Directors, representing sport, culture and recreation groups across Saskatchewan. Sask Lotteries funds sport, culture and recreation groups and organizations, including Gymnastics Saskatchewan.

SASKATCHEWAN SPORTS HALL OF FAME AND MUSEUM

The Sask Sports Hall of Fame is a non-profit organization whose purpose is to recognize the achievements of outstanding Saskatchewan amateur sport figures, and to maintain archives and history of sport in Saskatchewan. Gymnastics Saskatchewan is an active member of the Hall of Fame.

COACHES ASSOCIATION OF SASKATCHEWAN

The Coaches Association of Saskatchewan is a non-profit organization which works in the development of coaches and leaders in sport in Saskatchewan. Gymnastics Saskatchewan is an associate member of the Coaches Association of Saskatchewan.

ADMINISTRATION CENTRE FOR SPORT, CULTURE AND RECREATION

The Administration Centre was developed to provide provincial recreation, culture and sport organizations with office space, mailing and other administrative services. The Administration Centre is run by a Board of Directors and staff made up of representatives of sport, culture and recreation groups. Gymnastics Saskatchewan is a member of this organization.

GYMNASTICS CANADA GYMNASTIQUE

Gymnastics Saskatchewan is affiliated and under the jurisdiction of Gymnastics Canada Gymnastique and subject to the rules and regulations of that body as applicable. Gymnastics Canada is the national federation responsible for the sport of gymnastics in Canada, under the auspices of the Federal Government and Sport Canada. Each provincial association in Canada is a voting member of Gymnastics Canada.

GOVERNANCE

GENERAL

- Gymnastics Saskatchewan operates under the guidelines of the John Carver model of governance.
- Our governance model delegates responsibility and accountability for performance results.
- Our governance model leaves volunteers and paid staff free to utilize the means they believe best so long as those means are within the operating values and policies of the organization.
- We value diversity and dialogue within a team framework. This involves commitment to a consultative approach, free-flowing dialogue, decision-making by responsible individuals, and working together to implement decisions.
- We believe in a team approach. We expect all team members to show leadership and professionalism in their respective areas of expertise. We believe in a working partnership with our members and with each other.
- We value learning and believe we should always be trying to learn and develop our abilities.
- While we strive to respond quickly to our members' needs, we prefer to anticipate their needs and plan to meet those needs, so we are ready for action when they call upon us.
- We believe we can always do things better, and so constantly search for better ways of performing.
- Our working standard is the same as that for our athletes trying to achieve excellence in their pursuits.
- We expect our team and our organization to work within our values and policy/procedures framework with a focus on and commitment to the achievement of the organization's mission, vision and goals.
- This organization is a mixed volunteer-paid staff organization that values the contributions of both volunteers and paid staff equally. We welcome the contributions of both volunteers and

paid staff, and in agreeing to serve in their respective capacities, we expect a firm commitment to performing the responsibilities accepted and achieving the approved goals.

- Volunteers and paid staff can expect the organization to: provide clear and concise outlines of responsibilities, goal expectations, and authority limitations; allow them to define the most efficient and effective means of achieving the approved goals as long as the means are within the organization's mission, vision, values, policies and procedures; monitor and provide feedback on their performance and progress towards the achievement of the approved goals; consult on matters that may affect their responsibilities and their progress toward the achievement of the approved goals; recognize and reward their performance on the basis of their achievement of the approved goals.

AUTHORITY OF THE BOARD OF DIRECTORS

The Board of Directors has the powers of Gymnastics Saskatchewan and may delegate its powers, duties, function without limiting the generality of the foregoing:

- The Board of Directors may make policies, procedures and regulations for managing the affairs of Gymnastics Saskatchewan in accordance with the Act and the Bylaws.
- The Board of Directors may make policies, procedures, and regulations relating to the management of disputes and discipline of members and the Board of Directors and/or their designated committee shall have authority to manage disputes and discipline members accordingly.
- The Board of Directors will establish the vision, mission, values and strategic direction of the Corporation.
- The Board of Directors may establish permanent committees or temporary committees to assist in performing the work of Gymnastics Saskatchewan and may delegate authority to these committees.
- The Board of Directors shall employ a Chief Executive Officer (CEO) who, together with volunteers and staff, shall implement the goals and objectives of the Board of Directors. The Board of Directors may delegate its authority to the CEO. The CEO may employ such persons as required to carry out the mission and work of Gymnastics Saskatchewan.

RESPONSIBILITIES OF THE BOARD

The responsibilities and work of the board and CEO are outlined in the board Governance Policies, established by the Board of Directors. The Board of Directors is responsible for the establishment and maintenance of the Governance Policies and Executive Limitations.

OPERATIONAL ASSEMBLIES

Technical Assemblies for each active discipline (Gymnastics For All, Women's Artistic, Men's Artistic, Rhythmic, Trampoline, Acro) shall be held annually in conjunction with the Annual General Meeting, at the call of the respective disciplines' committee chair.
When held, assemblies shall be composed of the following club delegates:

GYMNASTICS FOR ALL ASSEMBLY

1 to 50 registered recreational and performance members shall have one delegate
51 to 100 registered recreational and performance members shall have two delegates
101 or more registered recreational and performance members shall have three delegates

WOMEN'S, MEN'S, RHYTHMIC, ACRO, AND TRAMPOLINE ASSEMBLIES

1 to 50 registered interclub and competitive athletes shall have one delegate
51 to 100 registered interclub and competitive athletes shall have two delegates
101 or more registered interclub and competitive athletes shall have three delegates

TECHNICAL COMMITTEE NOMINATION/ELECTION PROCESS

Operational committees may be established by the CEO as required to carry out the mission, goals, objectives and programs of Gymnastics Saskatchewan. Operational Committees are accountable and report to Gymnastics Saskatchewan staff, who act as Chairs for their assigned committees. Operational Committees shall, under the direction, guidance and leadership of Gymnastics Saskatchewan staff, develop recommendations regarding programs, policies, technical rules and regulations as required or requested.

- Each Operational Committee will have terms of reference including such things as: eligibility, role, meeting protocols, etc. These terms of reference will be the responsibility of Gymnastics Saskatchewan staff to develop, monitor and promote.
- The Chairperson of each Operational Committee may invite additional non-voting members to attend meetings.
- Applications for positions should be submitted complete with a brief C.V./resume.
- Elected positions will be voted on at the AGM Technical Assemblies by the club delegates present. Voting will be by ballot, with the Chair also casting a vote. Election process will follow Roberts Rules of Order. In the case of a tie, balloting continues until a candidate emerges with the majority, or there is a withdrawal.
- Appointed positions will be named by the CEO or designate by August 31 annually.
- In the event that an elected or appointed member resigns before their term is complete, their position may be filled by appointment by the CEO or her designate until the position's next election or appointment date. Positions can remain vacant.

COMMITTEE MEMBERSHIP

All elected and appointed committee members (with the exception of the Chair) shall serve two-year (alternating) terms. All committee members are voting members.

GYMNASTICS FOR ALL COMMITTEE

Chairperson	Gym Sask staff
Three (3) Members at Large	Appointed
Two (2) Members at Large	Elected

WOMEN'S ARTISTIC GYMNASTICS TECHNICAL COMMITTEE

Chairperson	Gym Sask staff
High Performance Coach/Consultant	Appointed
1 Judging Chairperson	Appointed
Two (2) Members at Large	Appointed
Two (2) Members at Large	Elected

MEN'S ARTISTIC GYMNASTICS TECHNICAL COMMITTEE

Chairperson	Gym Sask staff
High Performance Coach/Consultant	Appointed
Two (2) Members at Large	Appointed
One (1) Judging Chairperson	Appointed

TRAMPOLINE GYMNASTICS TECHNICAL COMMITTEE

Chairperson	Gym Sask staff
High Performance Coach/Consultant	Appointed
1 Judging Chairperson	Appointed
One (1) Member at Large	Appointed
Two (2) Members at Large	Elected

RHYTHMIC GYMNASTICS TECHNICAL COMMITTEE

Chairperson	Gym Sask staff
Three (3) Members at Large	Appointed

ACROBATIC GYMNASTICS TECHNICAL COMMITTEE

Chairperson	1 Gym Sask staff
Three (3) Members at Large	Appointed

ROLES

The role of the **Gymnastics For All Committee** is to provide input, advice and information to Gymnastics Saskatchewan management staff regarding the needs and interests for General Gymnastics participants, coaches and clubs involved in Active Start, Recreational, Gymnaestrada, Performance, and Targeted Programming.

The role of each **Technical Committee** is to provide input, advice and information to Gymnastics Saskatchewan management staff regarding the needs and interests of each discipline and to assist staff in the short and long-term planning, growth, development, and implementation of pre-competitive and competitive programs for athletes, coaches, officials and clubs.

All committee members are expected to review and recommend rules and regulations to ensure they are consistent with the goals and values of Gymnastics Saskatchewan, aligned with Gymnastics Canada and the Federation International Gymnastique (FIG) when possible and aim to uphold the principles of Long-Term Athlete Development.

QUORUM

Quorum for all committee meetings consists of the Chairperson and two other members.
Meetings will be held at minimum four times per year (each quarter) and if necessary, by conference call or electronic means/electronic voting if required.

Meeting minutes shall be taken and circulated to all committee members and to the CEO.

QUALIFICATIONS

All committee members shall be members in good standing of Gymnastics Saskatchewan.

Candidates for membership on a committee shall be familiar with the committee's terms of reference, informed and supportive of Gymnastics Saskatchewan's vision, mission, values and long-term plans, and have experience in operational programming and implementation.

FINANCIAL CONTROLS AND FUNDING/GRANTS

INTRODUCTION
An effective financial management system is a key element to the continued successful operations of an organization. A financial management system provides a foundation for stability and accountability. The Board of Directors and the CEO of Gymnastics Saskatchewan are responsible for effective financial management.

BUDGET
Budgeting is a financial plan for one or more years which specifies how much the organization will receive and how much it will spend.

FINANCIAL CONTROLS AND PROCEDURES
Cheques and payment forms shall be signed and approved by two of the established signing officers of Gymnastics Saskatchewan.

- Signing officers shall be bonded with bonding premiums paid by Gymnastics Saskatchewan.
- All revenues, cheques or cash shall be receipted when received.
- Expenses shall only be paid out for written invoices, signed expense claim forms, or as otherwise approved by the CEO.

FINANCIAL RECORD KEEPING & REPORTING
The Director of Operations and Bookkeeper is responsible for financial record keeping.

Quarterly financial statements and a balance sheet shall be prepared by the staff and circulated to the Board of Directors for their information and approval. The balance sheet shall detail all assets and liabilities. The financial statement shall itemize revenue and expense categories and provide a net income or loss figure to the end of the month. An audited statement shall be prepared at fiscal year-end for presentation to the membership at the next Annual General Meeting.

INVESTMENTS AND SURPLUS
Gymnastics Saskatchewan shall carry an ongoing surplus of a minimum of 50% of one year's operating expense, to provide for the continuation of programs, services and staffing.

FISCAL YEAR
The fiscal year for Gymnastics Saskatchewan shall be from September 1 to August 31.

EXPENSE CLAIMS
The reimbursement rates for individuals approved to conduct Gymnastics Saskatchewan business shall be established annually by the CEO.

Individuals or clubs requesting reimbursement for Gymnastics Saskatchewan approved business must submit a signed and dated expense claim form with receipts for travel and accommodation (or other) attached. Meal receipts for per diems are not required.

Expense claims may not be paid out in advance. All expense claim forms must be submitted after the event has taken place, signed by the claimant, and approved by a Gymnastics Saskatchewan staff member. All eligible expenses require the submission of a receipt including the date, vendor name, and tax breakdown. Expenses will only be reimbursed when Gym Sask registers and makes all travel arrangements for coaches, athletes, and judges, unless prior approval is given, or travel arrangements are made by Gymnastics Canada.

- **Eligible expenses include, but may not be limited to:**
    - Uber/taxi rides to and from a traveler's home airport
    - Local transportation during an event.
    - Baggage fees for flights charged at the airport/check in.
    - Per diems from start of travel to the end.
    - Parking fees incurred during travel for personal or rental vehicles (except for parking at the home airport).
    - Hotel expenses incurred due to travel delays.
    - Internet fees at hotels. If applicable.
    - Meals purchased for athletes, provided that a detailed breakdown of the order and individual athletes' costs are submitted for athletes to be invoiced back.
    - Phone roaming charges and purchase of WiFi on flights may be covered, with prior approval from Gymnastics Saskatchewan.
    - Meals/snacks provided for workers/volunteers during event hosting, as decided by Gymnastics Saskatchewan staff in consultation with the organizing committee (ex., pizza during set up).

- **The following expenses will not be covered:**
    - Any expenses outside of the above list without prior approval from the relevant Gymnastics Saskatchewan staff person and/or their designate.
    - Personal flight bookings that were not booked by Gymnastics Saskatchewan, including flight bookings booked with frequent flier points.
    - Parking fees at Saskatchewan airports, unless the individual does not live in a major centre and is required to travel to fly (Example – Residing in Prince Albert and driving to Saskatoon to fly to an event).
    - Mileage will be paid in lieu of gas expenses for personal vehicles.
    - Mileage will be capped at the cost of a comparable flight for out of province travel, if it is determined that flying would have been cheaper (based on the average cost of a flight booked four weeks in advance).
    - Seat selection/upgrade costs at the airport/check in.
    - Accommodation costs incurred due to a member requesting to room alone.
    - Meals, entertainment, and any other items added to a hotel room bill.
    - Per diems when an event is in an individual's home city.
    - Alcohol expenses, either purchased on its own or as part of a meal.
    - Traffic infractions of any kind (this includes speeding, red light, parking, tolls, and any other infraction not named that are generally the responsibility of the driver to obey as the authorized user of the vehicle).
    - Per diems during times of competition when the host of the event is providing meals for judges/coaches.

- Per diems when a meal plan has been purchased, and individuals choose not to utilize the meal plan.
- Decorations for accommodations, banner supplies, entry fees to parks/venues, or any other recreational activities outside of gymnastics that are incurred for athletes.

ANNUAL FUNDING AND OTHER GRANTS

Gymnastics Saskatchewan receives annual grants from the Saskatchewan Lotteries Trust Fund for administrative and program expenditures established by the Sask Sport Funding Committee. The CEO and staff are responsible for the preparation of the annual Sport Profile and applicable grant follow-up reports and submissions to Sask Sport.

MEMBERSHIP ASSISTANCE PROGRAM (MAP)

Gymnastics Saskatchewan Membership Assistance Program (MAP) Grants are made available to member clubs in good standing through a grant from Sask Sport and the Saskatchewan Lotteries Trust Fund. The Saskatchewan Lotteries Trust Fund provides MAP grants to Provincial Sport Governing Bodies from revenues derived from the sales of lottery tickets in the province.

- The purpose of MAP grants is to provide direct financial assistance to our member clubs so that they may operate programs which will promote membership in their clubs and Gymnastics Saskatchewan, encourage participation in gymnastics, and provide competition, training and upgrading opportunities for coaches, judges, and athletes.
- MAP grant amounts are allocated to Gymnastics Saskatchewan based on a formula which includes our total number of individual members, membership revenue, active coaches, active officials and district representation. MAP grant amounts paid by Sask Lotteries to Gymnastics Saskatchewan fluctuate annually based on our numbers as stated above.
- **All gymnastics clubs who are members in good standing of Gymnastics Saskatchewan and have registered all their individual members are eligible to apply for MAP Grants.**

ELIGIBILITY

MAP funds will be made available to Gym Sask clubs who are current members in good standing of Gymnastics Saskatchewan who also meet the following criteria:

- Have submitted the required Gymnastics Saskatchewan membership forms and fees for their club and have registered and paid for all their individual members by the registration deadline of May 15th.
- Have submitted the required spending plan and follow-up documentation by the established deadlines.
- For clubs to receive MAP Grant support, approved projects must take place within Gymnastics Saskatchewan's current fiscal year AND between September 1 and June 12. Retroactive funding or pre-funding for projects that take place outside of Gymnastics Saskatchewan's fiscal year and/or outside of the September 1 – June 12 eligibility period, are not permitted.
- Eligible and ineligible expenses to be used as part of the application process can be accessed via the program document distributed to each club prior to the application deadline annually as well as accessible via the GymSask website.

PRIORITIES AND FUNDING AMOUNTS

Gymnastics Saskatchewan has identified the following priorities for MAP funding:

- Hosting costs for Provincial Championships
- Hosting costs for other provincially sanctioned competitions and events
- Purchase of gymnastics equipment
- Coach wages
- Facility rental for athlete training, coach, official's workshops and/or clinics

APPLICATION AND APPROVAL PROCESS

Clubs may apply for both a hosting initiative and other projects grants.

HOSTING INITIATIVES

Clubs must apply on a Spending Plan, by the established dates, outlining the projected budget for hosting Provincial Championships and/or other provincially sanctioned competitions hosted by the club.
Priorities for Hosting Initiatives are as follows:

- Provincial Championships facility rental and other hosting costs.
- Outside facility rental costs for clubs hosting designated Provincial events.
- Outside facility rental costs for clubs hosting invitational events.
- Costs for invitational events held in a home club's facility.

OTHER PROJECTS

Each club's maximum eligible MAP funding for other projects will be determined by Gymnastics Saskatchewan as per the formula below and sent to all clubs after the May 15th membership registration deadline.

The eligible amount is based on each club's total membership numbers, and the total membership fees paid to Gym Sask as of May 15th of each year, using the following criteria:

(club's % of total Gym Sask members x 50% grant fund) + (club's % of total Gym Sask membership fees x 50% grant fund) divided by the total Gym Sask MAP "Other Projects" fund = club MAP grant

Each member club in good standing with Gymnastics Saskatchewan may then apply for MAP funding up to or more than their eligible amount, on the MAP Spending Plan form. Spending Plan/application deadline is May 30th.

As of June 1st, unused/unclaimed club MAP allocations will be redistributed to clubs who submitted spending plans, using the same formula. Follow-up reports must be submitted with actual receipts (minimum in the amount of the MAP Grant) for allowable expenditures by May 15th for hosting initiatives and by June 12th for all other projects.

ATHLETE ASSISTANCE PROGRAM

Gymnastics Saskatchewan's Athlete Assistance Program (AAP) Grants and Sask Sport's Future Best Grants are designed to assist our top elite athletes with training and travel expenses.

Athlete Assistance Program Grant recipients and amounts are selected based on the following priorities.

PRIORITY	CATEGORY	FUNDING LEVEL
PRIORITY 1	Senior National Team members & Sport Canada carded athletes	$ 6,000.00
PRIORITY 2	Senior National Team members non-carded or non-Olympic sport	$ 3,000.00
PRIORITY 3	Junior National Team members	$ 2,000.00
PRIORITY 4	Age Group, Espoir National Team members/high performance listed athletes	$ 1,500.00
PRIORITY 5	Senior or Junior athletes placing in top 15 event or AA at the most recent Canadians	$ 1,000.00
PRIORITY 6	WAG Novice HP, CCP 10; MAG P5, TG Levels 5, 6 & 7; RG Senior & Junior Open, Novice - Athletes placing in the top 10 event or AA at the most recent Canadians.	$ 450.00

- Future Best grants are awarded by the Sask Sport Future Best Committee. Gymnastics Saskatchewan will nominate those HP athletes eligible to apply for a Future Best grant.
- All athletes receiving AAP and/or Future Best funding from Gymnastics Saskatchewan must be registered members of a Saskatchewan club in good standing and compete for Saskatchewan in all provincial and club team competitions for which they are selected or return grant money to Gymnastics Saskatchewan.
- Athletes receiving AAP or FB grants are required to submit follow-up reports and actual receipts, which total (minimum) the amount of their approved grants. Allowable expenditures include training, travel and competition costs, tuition and books, equipment, living costs, or lost wages.
- Subsidies for provincial team/Sask First athlete and coach travel for training camps and competitions are allocated by the CEO and Technical staff within the constraints of the annual operating budget.
- Non- resident athletes may not access grants, team travel subsidies or other financial support, and may not take the place of a Saskatchewan athlete in team selection, awards or other competitive opportunities, unless they can demonstrate that they are a product of the Saskatchewan sports system and provide evidence that a significant portion of their gymnastics development occurred while a primary resident of Saskatchewan.

If follow up forms are not received by Aug 1st of the corresponding year, grant money will be forfeit.

HOSTING GRANTS

Gymnastics Saskatchewan has access to two Sask Sport Hosting Grants each year - Regional Hosting Grants for an event involving three or more provinces and National Hosting Grants, for a national event involving six or more provinces. The first priority for hosting grant applications shall be for Western and National events sponsored by Gymnastics Saskatchewan and hosted by either Gymnastics Saskatchewan or its official approved host club or organization. Clubs hosting large meets may make application to Gymnastics Saskatchewan for a Sask Sport Hosting Grant, however, will only be given consideration if Gymnastics Saskatchewan does not require the funds.

Clubs/organizations receiving a Sask Sport Lotteries hosting grant must fulfill all of the hosting obligations outlined in the application as well as implement a Lotteries Promotional Program.

CLUB DEVELOPMENT GRANTS

Gymnastics Saskatchewan may, as deemed necessary or acceptable, allocate grants to clubs for a variety of programs or projects as established by the CEO in an annual budget or for a special circumstance. Clubs approved to receive grant funds must comply with required reporting procedures (receipts, reports, descriptions) prior to receiving funding.

- Clubs may apply for funding for:
  - Purchase of gymnastics equipment
  - Education and certification for coaches and officials
  - Purchase of technical and program resource materials
  - Promotions and advertising
  - Facility rental for competitions and athlete, coach, officials training, workshops and/or clinics
  - Hosting costs (including outside facility rental fees) for Provincial Championships and other sanctioned competitions or events
  - In province travel to competitions, training camps, clinics and workshops for club coaches, judges and/or athletes

- Ineligible expenses:
  - Expenditures for which other grant dollars have been used, including any grant from Gymnastics Saskatchewan
  - Any construction, upgrading, maintenance or operating cost of facilities
  - Cash prizes
  - Social events, alcoholic beverages
  - Research projects or feasibility studies
  - Gym Sask membership fees

TARGET GROUP INITIATIVES

Clubs and outside organizations who have the desire and opportunity to provide gymnastics programs for diverse population groups such as youth at risk, individuals living with a disability, indigenous peoples, racial and ethnic minorities and other target group populations may contact Gymnastics Saskatchewan for funding assistance. All groups receiving funding must be or become members of Gymnastics Saskatchewan either through an Associate Membership or as individual members through an affiliated club.

Funding for Target Group Programs will be allocated by Gymnastics Saskatchewan based on a number of factors: the number of applications received, the number of participants in each program, the duration of the program and the funding requested and available.

"GYMNASTS FIRST" FUNDING PROGRAM

This Gymnastics Saskatchewan grant funding program is to assist competitive gymnasts of families facing financial obstacles to participate in gymnastics at provincial, national and high-performance levels. The goal of the "Gymnasts First" program is to provide these children and families with increased opportunities to achieve their goals and dreams reaching their fullest potential and representing Saskatchewan and Canada on provincial and national teams.

Individual grants of varying amounts, depending on need, are available for gymnasts ages 21 and under. Applications will be screened by a committee to ensure the financial need and legitimacy of the applicant.

ELIGIBILITY

Gymnasts ages 21 years and under are eligible to be considered for financial support. Gymnasts must be registered members in good standing with their club and with Gymnastics Saskatchewan. Gymnasts must be currently competing in the National or Provincial Stream categories in Saskatchewan.

GRANT CRITERIA

Gymnasts will be funded based their financial need in relation to the cost of annual training and competition, and their competition level and performance results.

- Priority will be given to gymnasts who:
    - Competed at the national level (i.e. attended Canadian Championships, Elite Canada, and/or Canada Games) in the year prior to the application.
    - Competed at the western level (i.e. attended Western Championships as a Team Sask member) in the year prior to the application.
    - Competed at the provincial level (i.e. attended Provincial Championships) in the year prior to the application)

All other gymnasts are asked to contact KidSport or JumpStart if they are in need of financial assistance.

ALLOWABLE EXPENDITURES

- Funding may be used for the following expenditures:
    - Club training fees/coaching fees
    - Travel costs to competitions and/or training camps
    - Purchase of uniforms and personal equipment

APPLICATIONS AND APPROVAL

Applications will be accepted once annually – deadline for applications is October 1st each year. Gymnastics Saskatchewan will issue funds directly to the gymnast/family, or to the gymnast's home club if requested. Actual receipts must be provided for all expenditures. Any unused funds must be returned to Gymnastics Saskatchewan.

COACH MENTORSHIP GRANTS

Gymnastics Saskatchewan is dedicated to offering coach mentorship to Gymnastics Foundations and Competition stream coaches. The purpose of this program is to connect each applicant with a suitable mentor coach who will address their specific coaching needs, offer continued learning for coaches (outside of the NCCP) and provide participants with opportunities to connect with other coaches. This mentorship program will have two application streams so that virtual learning opportunities may be targeted towards Gymnastics Foundations or Competitive stream coaches.

This mentorship program is open to any Gym Sask member coaches who are currently employed with a Saskatchewan club, are a minimum of NCCP Gymnastics Foundations Trained, and are in good standing with Gym Sask and their local club. For more information about the program and how to apply please contact acox@gymsask.com.

To make this program a success we will need mentor coaches. Mentors will be matched with a coach applicant and will work with the coach to identify their specific mentorship needs and assign tasks/learning opportunities tailored to support their future aspirations that will be completed during the duration of the program. The mentor coach will meet with the mentee and will be available to provide support and answer questions. Please contact acox@gymsask.com if you are interested in becoming a mentor for this program.

INDIGENOUS COACHES & OFFICIALS PROGRAM

Saskatchewan has a thriving community of Indigenous athletes who compete across the country and around the globe. These athletes are an inspiration to all young people to get involved in sport. At every level of participation, opportunities would not be possible without volunteer coaches and officials.

The Indigenous Coaches and Officials Program is organizing training and developmental opportunities across the province for Indigenous peoples to become involved in sport as a coach or an official. Gymnastics coaches who declare their Indigenous decent may fill out a form at their NCCP Gymnastics coaching courses and have their registration fee paid for by the Indigenous Coaches & Officials Program offered by Coaches Association of Saskatchewan.

TEAM TRAVEL FUNDING

*Funding subject to change pending ongoing Gym Sask Budget revisions
Funding will ONLY be provided by Gym Sask when Gym Sask registers and makes all travel arrangements for coaches & athletes attending camps that are not booked by Gymnastics Canada.

- Funding includes registration, travel, accommodations & some meals where applicable. See full list of approved expenses on page six for more information.
- Athlete costs include those of managers/chaperones as assigned by Gym Sask.
- In the case of any discrepancies, challenges, reduced or increased team sizes, or other considerations needed, final budget allocations are determined by the CEO.

National Training Camps

$10,000 in total funding will be available each fiscal year. Any funds required above and beyond this set limit will be placed under review.

All disciplines - Novice/Junior/Senior National Camps if not funded by Gymnastics Canada

National Team Members

- 100% funding to all camps for athletes
- 100% funding for one personal coach per athlete

HP List or HP Invited Athletes

- 100% funding for one personal coach per athlete, to a maximum of 2 per club (if not funded by GymCan)
- 75% funding for athletes

All disciplines – Hopefuls National Camps

Sask First Tier 1 or 2

- 50% funding for athletes
- 75% funding for one coach per club

All disciplines - Aspire National Camps

Sask First Tier 1 or 2 athletes

- 25% funding for athletes
- 50% funding for one coach per club

Major Competitions

Funding is subject to change based on rising travel costs and budget revisions.

WESTERN/REGIONAL COMPETITIONS

- 30%-70% travel funding for athletes. Required team kit/uniform to be purchased at full cost. Final percentage will be determined by Nov 1st of each season, pending confirmation of location of each competition.
- 75% funding for coaches as below:
    - WAG – 1 per club with athletes on team, remainder of coaches to a maximum 6 funded based on number of club athletes on team.
    - MAG –1 per club with athletes on team, remainder of coaches to a maximum 3 funded based on number of club athletes on team
    - RG – 1 per club with athletes on team, remainder of coaches to a maximum 2 funded based on number of club athletes on team.
    - TG – 1 per club with athletes on team, remainder of coaches to a maximum 3 funded based on number of club athletes on team
- All officials fully funded as selected by Gymnastics Canada and Gym Sask. Officials will be paid $100 honorarium for each day of judging.

CANADIAN CHAMPIONSHIPS

- 30%-70% travel funding for athletes. Required team kit/uniform to be purchased at full cost. Final percentage will be determined by Nov 1st of each season, pending confirmation of location of each competition.

- **75% for coaches as below:**
    - WAG – 1 per club with athletes on team, remainder of coaches to a maximum 6 funded based on number of club athletes on team.
    - MAG –1 per club with athletes on team, remainder of coaches to a maximum 3 funded based on number of club athletes on team
    - RG – 1 per club with athletes on team, remainder of coaches to a maximum 2 funded based on number of club athletes on team.
    - TG – 1 per club with athletes on team, remainder of coaches to a maximum 3 funded based on number of club athletes on team
- All officials fully funded as selected by Gymnastics Canada and Gym Sask. Officials will be paid $100 honorarium for each day of judging.

Elite Canada (No Team Sask travel)

Funding is subject to change based on rising travel costs and budget revisions. Clubs must submit a travel sanction prior to attending Elite Canada.

- The high-performance coach for each discipline will be funded up to $1000 to attend Elite Canada.
    - For RG, one coach from Saskatchewan will be funded up to $1000 to attend Elite Canada.
        - All other clubs with personal coaches accredited to the competition floor are eligible to receive $300 of funding for one coach per club. In the event that their athlete is named to the High-Performance list by Gymnastics Canada, up to $500 in additional funding will be provided.
- Athletes who attend Elite Canada may be eligible for performance-based funding base on their results in each discipline:
    - WAG
        - A maximum of $750 to any gymnast who is currently a National Team member, and who registers for and competes.
        - A maximum of $300 to any gymnast who registers to compete at Elite Canada, competes and places in the top ½ All Around.
        - A maximum of $300 to any gymnast named to the Novice, Junior, or Senior High-Performance list following Elite Canada.
    - RG
        - A maximum of $300 to any gymnast who competes individually and places in the top 25% of all competitors (Novice) or qualifies to compete in finals (Pre-Junior, Junior, & Senior)
        - A maximum of $300 to any gymnast who places in the Top 8 AA of Competition B/Finals.
        - A maximum of $300 to any gymnast who competes as part of a group, where the group ranks in the top 25% All Around in Competition A, provided that at least four other groups are competing in the same level.
    - MAG
        - A maximum of $750 to any gymnast who is currently a National Team member, and who registers for and competes.
        - A maximum of $300 to any gymnast who registers to compete at Elite Canada, competes and places in the top ½ All Around.

        - A maximum of $300 to any gymnast named to the Novice, Junior, or Senior High-Performance list following Elite Canada.
    - TG
        - A maximum of $750 to any gymnast who is currently a National Team member, and who registers for and competes.
        - A maximum of $300 to any gymnast who registers to compete at Elite Canada, and places in the top 25% of all competitors in any event.
        - A maximum of $300 to any gymnast named to the Novice, Junior, or Senior High-Performance list following Elite Canada.
        - All officials fully funded as selected by Gymnastics Canada and Gym Sask. Officials will be paid $100 honorarium for each day of judging.

International Competitions

$10,000 in total funding will be available each fiscal year. Any funds required above and beyond this set limit will be placed under review.

All disciplines – National Team Members selected to compete in an international event and not funded by Gymnastics Canada

- 75% funding for athletes
- 100% funding for personal coach if named to attend by Gymnastics Canada
- Officials named to an international event and not funded by Gymnastics Canada may apply for travel funding to Gym Sask

COACHING COURSES

JURISDICTION

NCCP programs are under the jurisdiction of Gymnastics Saskatchewan in cooperation with Gymnastics Canada, the Coaches Association of Saskatchewan, Coaching Association of Canada, and Saskatchewan District Sport Councils. All NCCP clinics and practical certification are under the jurisdiction of Gymnastics Saskatchewan and must be arranged through the Gymnastics Saskatchewan office. NCCP Theory Clinics for Competition Development are arranged through the Coaches Association of Saskatchewan (CAS).

NCCP CLINIC HOSTING, FEES AND SCHEDULING

Gymnastics Saskatchewan may organize and schedule NCCP clinics and coach education workshops when and where interest warrants. Host clubs will be paid a $40 per hour facility rental fee. This honorarium will be reviewed yearly to ensure consistency with industry/market standards.
A minimum of eight participants to train is required or courses may be cancelled.

Clubs may submit a request to Gymnastics Saskatchewan to organize clinics in their area or in their club. All clinics shall be open to any interested coach who is a member in good standing of Gymnastics Saskatchewan or another provincial association.

When submitting a request to host a course, please include the level and discipline of the course along with the available dates that the course could be hosted in your facility. It is also helpful to indicate the number of coaches from your club who are interested in attending.

- Additional considerations when requesting a course:
  - Course approval is dependent on facilitator availability and sufficient lead time for course registration.
  - Registration for courses should be open for a minimum of 4 weeks (5–6 weeks preferred).
  - Registration should close 7–10 days prior to the start of the course.
  - A minimum of 8–10 participants is required for Gymnastics Foundations courses, and 6–8 participants for Competition-level courses.

Course fees and resource manual costs for all courses shall be established annually.

COACH DEVELOPERS

Coaches wishing to become Coach Developers for any national certification program may make application to Gymnastics Saskatchewan when called for. Applicants will be screened, and the request will be forwarded to the appropriate Gymnastics Saskatchewan and/or Gymnastics Canada committee for final decision. Coach Developers must be a minimum of 21 years of age.

- Coach Developers shall be assigned to conduct provincial NCCP clinics and evaluations by Gymnastics Saskatchewan based on availability and upgrading requirements.
- NCCP Learning Facilitators shall be paid $37.00 -$40.00 per hour for conducting courses (course conducting hours to include preparation time) as assigned by Gymnastics Saskatchewan, plus expenses as per current policies.
- NCCP Coach Evaluators shall be paid $37.00 - $52.00 per hour for reviewing and evaluating coach evaluation materials as assigned by Gymnastics Saskatchewan, plus expenses as per current policies.
- NCCP Master Coach Developers shall be paid $42.00 - $57.00 per hour for conducting courses (course conducting hours to include preparation time) as assigned by Gymnastics Saskatchewan, plus expenses as per current policies.
- Coach Developers shall be responsible for all preparation, teaching, returning required forms and documentation to the office and for the marking of workbooks as assigned/designated.

INSURANCE AND SANCTIONING

GENERAL

Gymnastics Saskatchewan shall provide liability coverage only for sanctioned gymnastics activities involving members and clubs in good standing who have fulfilled the following membership/registration requirements:

- Have paid the designated club affiliation fee by the set deadline

- Have registered all of their individual recreational participants, athletes, coaches, officials and executive members by submitting required documentation and fees by the set deadlines.
- Continue to register all new members (as above) throughout the years' program activities.

GENERAL POLICIES

Clubs who do not meet the sanctioning/membership requirements will be given a warning for their first offense and fined $500 for their second offense. Upon a third offense, Gym Sask will not sanction or provide insurance coverage for participation in any events in or out of province for a period of 6 months.

- Gymnastics Saskatchewan insurance policies DO NOT cover non-sanctioned activities.
- All regular club gymnastics activities (gymnastics training, in province travel, in club meets, club activities such as birthday parties, promotional days, bring a friend day, displays and demos) are deemed sanctioned as part of the acceptance/payment of membership in Gymnastics Saskatchewan, provided that the club meets the sanctioning standards as stated and follows stated membership and coaching certification policies.
- Sanction requests for hosting or participating in events will be accepted in June of each year for the upcoming season.
- Clubs must request sanction for all events involving participants from outside their club.
- Sanction approvals will include the SOCAN and ReSound tariffs and fee as applicable.
- Clubs must request sanction for participation in and travel to any and all club events outside the province of Saskatchewan other than for provincial team or national team activities.
- Sanction requests for participation in competitions/clinics outside the province must include coach names. athlete names and ages and level of all participating members.
- Athletes wanting to travel to out of province competitions or events must be registered at the Provincial or National Stream membership category with Gymnastics Saskatchewan AND must be minimum age 8 years unless a special request is made and granted by Gymnastics Saskatchewan.
- Performance athletes at the Interclub level may be sanctioned to travel out of province to approved Gymnaestrada events provided they meet age requirements. A travel sanction must still be sent in and approved by Gymnastics Saskatchewan.
- Club who are renting their facility to outside user groups (schools, cheerleading groups, extreme sports, etc.) must require that their club and Gymnastics Saskatchewan be named as Additional Named Insured on the renter's liability policies. Clubs should carry extra liability insurance as Gymnastics Saskatchewan insurance will not cover rentals.
- By sanctioning an event, Gymnastics Saskatchewan recognizes that the host clubs will meet the following standards:
    - that the event is conducted in a safe manner
    - that equipment is safety inspected on a regular basis and is appropriate for the age and level of the participants
    - that hosts adhere to Gymnastics Saskatchewan's policies for certification, conduct, medical and safety
    - that the venue of the event provides access to emergency vehicles
    - that there is access to a public telephone and/or ensuring that a cellular telephone is available at all times

- that volunteers are adequate in numbers, are identifiable, have assigned duties and have undergone an orientation session
- that an emergency plan is in place with a designated control person to handle serious incidents
- that there are proper first aid supplies and properly trained first responders in the venue at all times during warm-up, training and competition
- that hosts adhere to Gymnastics Saskatchewan's approved programs and technical regulations for the level of event sanctioned

- A sanction request for club participation in international events must be submitted and approved by Gymnastics Saskatchewan prior to entry and travel.
- Clubs must contact Gymnastics Saskatchewan for information and sanction forms for any event involving participants from another country, or if club members are traveling to another country for a gymnastics event.

LIABILITY INSURANCE

General and 3rd party participant liability insurance coverage in the amount of $5,000,000.00 per occurrence is supplied to member clubs and individuals as part of the Gymnastics Saskatchewan membership fees.

- Clubs and members are required to inform the CEO/Executive Director of any and all possible liability claims which may arise.
- The Gymnastics Saskatchewan insurance policy covers clubs in good standing, and their members who have paid the individual membership fee and are members of a club in good standing. The insurance provided via underwriter/supplier GameDay includes 5 million dollars in general and participant liability coverage.

INDIVIDUAL MEMBER INSURANCE

Please note that insurance coverage only applies when requirements for registration and membership with Gymnastics Saskatchewan are fulfilled. Game Day requires the use of club participant waivers for all participants - adults and minors. Clubs must collect and file waivers, recommended for a 5-year period.

- All member clubs must register all individual members with Gymnastics Saskatchewan, including active start participants, recreational/performance gymnasts, inter-club and competitive athletes, coaches, support staff, judges, directors, executive, and volunteers who provide the club with volunteer help and service on a regular basis. Failure to register all members will be considered an act of misrepresentation and may have adverse effects on the club's membership status, resulting in a possible denial of insurance coverage.
- Any gymnastics activity done in the facility must be done under the direct supervision of a coach who is currently registered with Gymnastics Saskatchewan and has the NCCP certification required by Gymnastics Saskatchewan for the type and level of activity (see Coaching Policies).

WHO IS COVERED?

The Liability Policy covers all **Gymnastics Saskatchewan registered members** including athletes, coaches, officials, employees, and volunteers while acting on behalf of or engaged in Gymnastics Saskatchewan sanctioned or authorized activities.

- As a member club in good standing, Gymnastics Saskatchewan will consider your regular in-club training and classes as sanctioned activities, provided Gymnastics Saskatchewan rules and regulations for coaching certification, safety and conduct are followed.
- Sanctioned activities will include those authorized activities considered to be core to the operations of the various gymnastics' disciplines (Gym for All, WAG, MAG, TG, RG, ACRO, PARKOUR) governed by Gymnastics Saskatchewan.
- Sanction Forms for club events, programs, competitions that involved others from outside your club, and Out of Province Travel Sanction Requests must be completed and submitted to Gymnastics Saskatchewan with the appropriate fees, by the established deadlines. These forms can be found on our website (gymsask.com) under Clubs – Forms.

BIRTHDAY PARTIES

Birthday parties are included as sanctioned activities, at an insurance fee of $16.10 per birthday party, up to 15 participants (payable quarterly). Any additional participant over the 15 will be $2 per participant extra. Birthday party participants do not need to be individually registered with Gymnastics Saskatchewan. However, the member club must keep a list of all names of participants on file for insurance purposes. The definition of a sanctioned birthday party is the following: gymnastics activities as per the Gymnastics Saskatchewan recreational standards and requirements, with possible consumption of "party food" in a supervised environment within the member club's facility.

PROMOTIONAL ACTIVITIES

Activities such as "Bring a Friend Day" are covered under the policy provided the safety standards are met for coaching and equipment as per Gymnastics Saskatchewan policies. There must be a structured component, and it is understood that the member club is trying to promote gymnastics and attract new members. This coverage is for promotional activities, one-time visits by any one individual, and not for participation in any form of regularly scheduled program. A list of all the names of participants must be kept on file for insurance purposes.

SCHOOL AND OTHER OUTSIDE USER GROUPS

Gymnastics programs scheduled specifically for schools, day cares, etc. will be covered under the policy. A list of all the names of participants must be kept on file for insurance purposes. Standards must be met for coaching and equipment as per Gymnastics Saskatchewan policies.

PARENT & TOT PROGRAMS

The child must be a registered member of Gymnastics Saskatchewan. Any parent or caregiver involved in a non-coaching/teaching role during a Parent and Tot class does not need to be registered with Gymnastics Saskatchewan.

CHEERLEADING

Gymnastics coaches may train, condition, and teach tumbling or gymnastics skills with cheerleading squads, providing the participants are all registered members of Gymnastics Saskatchewan. The individuals must be registered with the club as recreational gymnasts.

Coaches and clubs can only teach gymnastics-related skills such as those normally performed in a gymnastics setting. Skills such as pyramids, tosses in general are considered non-gymnastics related and would not be covered by Gymnastics Saskatchewan insurance.

OTHER SPORT GROUPS

Gymnastics conditioning programs offered to other sport groups as a whole will be covered provided the participants are registered as individual recreational members. Coaches can only teach gymnastics-related skills such as those normally performed in a gymnastics setting.

Member clubs operate many programs and activities, most of which clearly fall within the sport of gymnastics and hence would be covered under our policies. Inclusion under the policy is directly related to the degree to which Gymnastics Saskatchewan rules, regulations and risk management can be applied.

DIRECTORS AND OFFICERS LIABILITY

Gymnastics Saskatchewan no longer has access to Directors and Officers liability insurance for member clubs. Clubs may contact our broker (AON), to request a quote to purchase their own as an add-on to the Gymnastics Saskatchewan policy.

FACILITY RENTAL

Member clubs can provide/rent their facility to any individuals or groups provided the group or individuals have their own insurance AND ADD BOTH THE MEMBER CLUB AND GYMNASTICS SASKATCHEWAN AS ADDITIONAL INSURED ON THEIR POLICY. The insurance certificate must have a minimum of 5 million dollars liability prior to the rental taking place. A copy of this insurance certificate may be required by Gymnastics Saskatchewan and our insurer.

NON-GYMNASTICS ACTIVITES

Some activities incorporate gymnastics but also include other elements unrelated to the disciplines of Gymnastics Saskatchewan. The format and operation of unrelated activities follow no known federation technical rules or guidelines and may present unacceptable levels of risk or exposure. These activities are considered non-gymnastics related and are excluded from the Gymnastics Saskatchewan insurance policies.

- These activities include by are not limited to:
  - Swimming
  - Baseball
  - Softball
  - Arts and crafts
  - Daycare
  - Field trips
  - Sleepovers
  - Rock climbing walls
  - Cheerleading skills
  - Skateboarding
  - Aerial skiing
  - Bingos
  - Raffles

  - Garage sales
  - Bake sales
  - Gym cleaning

- Some of these activities are often involved in summer camps and holiday camps run by member clubs – these are NOT covered, and additional insurance should therefore be purchased by clubs. It is important to note that regular gymnastics programming offered inside a member club during holiday camps is considered a sanctioned activity. Only the non-gymnastics activities listed above (or similar in nature) are not sanctioned.
- If an accident or incident occurs in a facility where unsanctioned and uninsured activities take place, the Gymnastics Saskatchewan policy will not provide or may deny coverage.
- Insurance coverage and subsequent payments are not always easily determined in advance, as all incidents are reviewed by the insurance company's adjusters and underwriters, NOT by Gymnastics Saskatchewan. Coaches in particular should be familiar with their role in risk management, including safety, certification, and possible negligence.
- It is a good idea to keep a copy of our Memorandum of Insurance located on our website (gymsask.com) under Safe Sport – Risk Management, in your files. If you have any questions, please do not hesitate to contact our office.

GYMNASTICS SASKATCHEWAN SPORT
LIABILITY INSURANCE
SUMMARY OF COVERAGES

Who Is Insured:

The liability coverage provided will pay legal, adjusting and settlement costs arising from claims brought against the following:

- Gymnastics Saskatchewan named in the policy documents, **including Affiliated Clubs, Leagues and Associations;**
- executives, employees, directors, officers, coaches, managers, officials and volunteers of Gymnastics Saskatchewan (including Affiliated Clubs, Leagues and Associations) while acting for or on behalf of the organization;
- municipalities, government departments, school boards, sponsors and owners of facilities used by Gymnastics Saskatchewan and their members but only for vicarious liability arising out of your operations;
- any member of the Gymnastics Saskatchewan while participating in or training for a sanctioned sporting or training event.

What Does the Policy Cover:

The liability policy will pay legal fees, adjusting expenses and settlement costs for claims brought against an Insured which are claiming for compensatory damages arising from an Insured's action or alleged negligence causing bodily injury, property damage or personal injury. Claims for negligence covered from insurance would arise from:

- premises occupied by you and operations conducted by your
- bodily injury to **spectators** arising out of sports and social activities sanctioned by the Gymnastics Saskatchewan
- damage to facilities rented or leased by you.
- actions of independent contractors you may employ but only with respect to your vicarious liability;
- liability assumed under a contract you have entered;
- accusations of false arrest, wrongful detention or imprisonment, libel, slander, defamation or malicious prosecution;
- liability for injury to an employee who is normally covered by Worker's Compensation but where WCB denies coverage;
- liability arising out of the use and operation of vehicles not owned by an insured;
- claims for incidental malpractice where a person may become further injured following application of first aid treatment,

This is a summary only. Actual policy terms and conditions prevail

AON

What Is a Sanctioned Event:

Sanctioned Event" includes all games, competitions or sport demonstrations run by the Gymnastics Saskatchewan or by a member club authorized by Gymnastics Saskatchewan, including related training at the event site and at club premises. Sanctioning can be by way of Gymnastics Saskatchewan 's written policy and procedures manual or by way of a specific agreement in writing by Gymnastics Saskatchewan authorized executive in accordance with your generally accepted procedures.

cial activities and fund-raising activities including those involving liquor are also covered providing it is sanctioned by Gymnastics Saskatchewan. Any event that includes beer gardens must be reported to Aon for approval.

Incidents Which May Give Rise to Claim:

We recommend that Aon be advised or consulted in any circumstances where an injury occurs, or an accident happens where it is possible a claim of negligence may be made.

We do ask that we be notified at the earliest possible time. We will upon receipt of such notice advise whether insurance coverage will extend to the incident, as well as report it to the Insurer and assist in appointing an adjuster or a lawyer.

What Is Aon's Role:

Aon Reed Stenhouse is your insurance broker and risk management consultant. We are available to Gymnastics Saskatchewan and your members.

We are here to provide advice and counsel implementing the insurance policies, interpreting your insurance coverage, assisting you when you have a claim or an incident which may lead to a claim, and to provide advice on ways to minimize, reduce and eliminate financial loss to your organization.

This is a summary only. Actual policy terms and conditions prevail

AON

EQUITY AND INCLUSION

Any member (athlete, coach, staff, manager, official, volunteer or other persons) who identifies as gender and/or sexually diverse may participate fully and safely in Gymnastics Saskatchewan activities. This includes but is not limited to those who are, or who are perceived as lesbian, gay, bisexual, transgender, transsexual, two-spirit, queer or questioning.

All members, regardless of gender identity, shall have the opportunity to participate in gymnastics activities in a safe, respectful, inclusive and non-judgmental environment.
Any transgender athlete may participate fully in sex-separated gymnastics activities in accordance with their lived gender identity. Athletes who identify as unspecified should select the competition stream in which they will participate (e.g., MAG vs. WAG, TG Men's vs. TG Women's).

COMPETITIONS AND EVENT HOSTING

INTRODUCTION
All invitational competitions, galas, regional and provincial trials and Provincial Championship competitions fall under the jurisdiction of Gymnastics Saskatchewan. Gymnastics Saskatchewan shall have the authority to sanction or not sanction competitions and events hosted in our province.

- Entry fees and the licensing fees of Provincial Championships, trials and selection meets shall be set by Gymnastics Saskatchewan. Operational costs shall be the responsibility of the host. Entry fees (or a designated licensing fee) for all trials and selection meets shall be forwarded to Gymnastics Saskatchewan.
- Inter-provincial and national events are hosted in Saskatchewan every few years. Gymnastics Saskatchewan possesses the sole right to sanction, establish profit sharing, and approve the hosting and location of Western Championships, Western Canada Cup, Canadian Championships and other designated western or national level competitions or events held in the province.

GYMNASTICS SASKATCHEWAN HOSTING GOALS
Host events that are financially viable for the organizations involved and deliver a net profit to the hosting club(s) and to Gym Sask.

- Need to be financially viable.
- Need to result in net profit to hosting club.
- Need to be adequately resourced for planning, preparation and delivery.
- Provide opportunities for athletes to achieve their competitive goals and maximum potential.
- Need to provide athletes the opportunity to achieve potential.
- Need to provide competitors with opportunities to achieve goals.
- Host athlete-centered events that are aligned to and support LTAD.
- Need to align to and support LTAD.
- Need to be athlete-centered events.
- Host showcase events that cultivate and reflect our culture.
- Need to provide opportunity for team building, relationship building.

- Provincial Championships needs to be a showcase event.
- Provide growth opportunities for everyone involved in planning and delivering the events.
- Need to present growth opportunities to hosting club.
- Need to provide growth opportunities for individuals – i.e. develop knowledge, skills, experience, leadership, etc.

SANCTIONED EVENTS IN SASKATCHEWAN

Representatives of the Board of Directors and/or staff of Gymnastics Saskatchewan shall be invited and welcomed to the event with no admission fee, and arrangements made – if possible – to have Gymnastics Saskatchewan dignitaries or representatives present awards or speak on behalf of the Gymnastics Saskatchewan.

- All Gymnastics Saskatchewan members in good standing who qualify and who are eligible to participate in the sanctioned categories will be invited and granted entry to the event, space permitting.
- Free space shall be provided, if requested, for the sale and or display of Gymnastics Saskatchewan and our sponsors' promotional and marketing materials as provided to them. Such materials may include clothing, program advertisements, logos, posters, banners, brochures and other materials.
- Access to content developed by Gym Sask approved photographers and other media personnel is permitted through the proper channels outlined on a per event basis.
- All Gym Sask members in good standing who qualify and who are eligible to participate in the sanctioned categories will be invited and granted entry to the event, space permitting.
- All judging panels must be approved by Gymnastics Saskatchewan prior to the start of the events. All athlete and coach entries/registrations for competitions hosted in Saskatchewan must be forwarded to Gymnastics Saskatchewan for review and approval two weeks prior to the events.
- Gymnastics Saskatchewan will work closely with the club's designated volunteers or staff to provide assistance with the following: the approval of all promotional materials, usage of logos, images and names of events, confirmation of schedules and rotation orders, communication and distribution of entry forms, bulletins, deadlines and memos to all Gym Sask member clubs who are eligible to participate, confirmation of all registered gymnasts, coaches and judges for eligibility
- For co-hosted events, host club responsibilities will be outlined in hosting contracts and policies in the Hosting Guide.

EVENT FEES AND COSTS

For a stand-alone (not with an invitational) selection or screening competitions, host clubs will be paid a $40 per hour facility rental fee. This honorarium will be reviewed yearly to ensure consistency with industry/market standards.

- For any selection or screening competitions where Gym Sask is responsible for judges honoraria and/or expenses, Gym Sask has the prerogative to charge additional fees in athlete entry fees payable to Gym Sask.
- Other licensing or entry fees will be established annually by the Gym Sask CEO on an event by event basis.

EVENT HOSTING GUIDELINES

Gymnastics Saskatchewan approves sanction requests from member clubs to host Club Events. These are events that involve participants from **outside** your club memberships and must be sanctioned by Gymnastics Saskatchewan in order for insurance to apply. These are events for eg: recreational fun meets, precompetitive and competitive meets, provincial, national and high-performance invitationals, performance galas, workshops, clinics, training camps, and other physical testing.

The following guidelines have been established to assist club members and staff with the information needed to host club sanctioned gymnastics events in Saskatchewan.

- **Hosts must provide Gymnastics Saskatchewan the following:**
  - Registration package with levels of athletes invited.
  - Verify when registration is complete in Sportzsoft or other scoring software.
  - Registered list of athletes, coaches and judges to be sent to Gymnastics Saskatchewan 2 weeks prior to the event.
  - Verification of membership is the responsibility of each member club, and will fall under the guidelines listed under membership policies.
  - Results of event sent to Gymnastics Saskatchewan within 2 weeks of event.
- Please note, it is recommended to have the following at all Gymnastics Saskatchewan sanctioned events Opening Ceremonies:
    - The playing/singing of the Canadian National Anthem (preferably in official and Indigenous languages)
      - Example: English/French/Cree version (https://www.youtube.com/watch?v=_9hnrGwGFl4)
    - A land acknowledgment
    - Athlete March-In
    - Greetings on behalf of the Host Organizing Committee
    - March-in and/or display of:
    - Canadian flag
    - Saskatchewan flag
    - Treaty flag
    - Métis Nation flag
    - Athlete, Coach and Judge True Sport Oath
      - Officials Oath: In the name of all judges and officials taking part in the _____. I promise that we will officiate these games with complete impartiality; abiding by and enforcing the rules which govern them, in the spirit of true sport. I pledge our commitment to the True Sport Principles; we will strive to uphold a level playing field and a respectful and positive sporting experience for all.
      - Athletes Oath: In the name of all competitors taking part in the _____. I promise that we will compete with honour and respect. In the spirit of True Sport, we will abide by the rules of the games and recognize the commitment of the tireless volunteers who make this experience possible. I pledge our

commitment to the True Sport Principles; we will strive to uphold a level playing field and a respectful and positive sporting experience for all.
        - Coaches' Oath: In the name of all coaches taking part in the _____. I promise that we will coach in a manner that is consistent with the spirit of True Sport. I pledge our commitment to the True Sport Principles; we will strive to uphold a level playing field and a respectful and positive sporting experience for all.
    - Print-outs for speakers can be found at https://truesportpur.ca/true-sport-oaths-0.

- **For Club Hosted Events Gymnastics Saskatchewan will:**
    - Communicate and distribute entry forms, bulletins, deadlines and memos to all Gymnastics Saskatchewan member clubs who are eligible to participate.
    - Posting of Club Event of Gymnastics Saskatchewan Website Calendar.
    - Make available Samsung Tablets for rental, see Scoring Tablet Loan Request.

- **For Club Hosted Events Host Club responsibilities may include but are not limited to:**
    - Establishing an organizing committee made up of experienced and dedicated key volunteers who will put forth their best efforts to host a successful event for our members.
    - Recruiting and training all volunteers (technical and non-technical) required for the successful organization and hosting of the competition.
    - Marketing and promotion of the event including a media plan, corporate sponsorship, program sales, ad sales, ticket sales, school group attendance, gifts for athletes and officials.
    - Finding accommodation for visitors if needed.
    - Applying for MAP Grant if applies to the event by the deadline.
    - Providing hospitality for all officials, coaches and volunteers during the event.
    - Securing an appropriate venue and equipment for the event.
    - Adequate floor space to allow for proper matting, run/walkways and perimeters
    - Appropriate ceiling height
    - Equipment specifications are according to the technical requirements of the categories training, performing or competing
    - Sufficient seating area for spectators and volunteers
    - Sufficient space for evaluators, minor officials, judges and volunteers
    - Sound system and power supplies
    - Exclusive use of space and equipment for the event when required
    - Ensure the gymnastics equipment and other facilities are checked for safety.
    - Securing non-technical equipment (meeting rooms, tables, chairs, copiers, computers, paper, other).
    - Arranging scoring and results programs if required.
    - Ensuring Judging Panels are created based on the judging regulations as per the appropriate technical manuals and Gymnastics Saskatchewan Judging coordinators are notified.
    - Securing and providing the expenses for all hired evaluators or judges required to meet the technical requirements of the event.
    - Ensuring that safety and medical requirements during all warm-up and competition sessions are adhered to (minimum – designated First Responder onsite at all times), and a Medical designated person is named.
    - Having an Emergency Action Plan written for each event.
    - Take action to bring any safety risk witnessed to the attention of an official, qualified coach, or Gymnastics Saskatchewan representative.
    - Implementing protocol programs including ceremonies and awards, securing announcers, VIP's, etc.

TEAM TRAVEL

The Gymnastics Saskatchewan policies apply to all members of Gymnastics Saskatchewan when participating in and traveling to and from any activity sponsored, sanctioned or approved by the association. As representatives of Gymnastics Saskatchewan, whether in the gym, at a billet home or hotel, shopping, sightseeing, etc., team members' actions and attitudes reflect on themselves, their families, their clubs and Gymnastics Saskatchewan.

The Chef de Mission, Team Managers and all traveling coaches shall work in cooperation to ensure the safety and well-being of each individual athlete.
Gymnastics Saskatchewan shall be responsible for all arrangements for provincial team travel. Unless there are exceptional circumstances, persons other than designated team representatives shall not be accommodated with the team, nor shall Gymnastics Saskatchewan make travel or other arrangements for them.

CHEF DE MISSION AND MANAGERS
For all competitions involving provincial team representatives, the CEO or designate may appoint a Chef de Mission. The Chef shall be the Head of the Delegation and the official representative of Gymnastics Saskatchewan. The Chef de Mission may be a coach, manager, judge, board member, committee member, staff member, parent, or another designated representative, and may or may not have another role at the event.

- Duties of the Chef de Mission:
  - act as Head of the Delegation and official representative of Gymnastics Saskatchewan
  - enforce Code of Conduct, Disciplinary Policies and any other regulations as outlined in the Gymnastics Saskatchewan Policy Manuals and in any other policies in force by the hosts
  - deal with any issues, concerns, problems or disciplinary infractions by athletes, coaches, judges, team members, which need immediate action or attention
  - represent Gymnastics Saskatchewan at all VIP and other official functions where required
  - ensure results are forwarded promptly and properly to the Gymnastics Saskatchewan office and/or Saskatchewan media as requested by staff and coaches
  - be responsible for finances and financial accountability of floats and other cash/expenses
  - if requested, prepare a written report of the event upon return for presentation to the CEO or Technical Director

Team Managers (or a coach assigned as Manager) will travel with provincial teams. Managers shall be selected by the CEO or designate, with input from the staff. Selection shall be based on knowledge of and experience with teams, athletes and the Association. First priority will be given to responsible adults who can provide proper supervision and support to athletes, coaches and officials. A team manager's first responsibility is to supervise and support athletes and team members.

- Duties of Team Managers:
  - ensure the well-being and safety of all athletes under their care; act as chaperone for all athletes under their care and assist with the functioning of the team as a whole

- be responsible for the management of travel and medical documentation and information for team members (i.e., tickets, van rentals, hotel, medical forms, etc.)
- co-ordinate and schedule all team activities in cooperation with coaches.
- fulfill the duties of Chef if appointed, or in the absence of a Chef.

INFANTS AND CHILDREN OF COACHES AND JUDGES TO TEAM SASK COMPETITIONS AND EVENTS

Gymnastics Saskatchewan is committed to create equal coaching opportunities for coaches and judges who are parents of infants. Gymnastic Saskatchewan recognizes that a barrier to participation at out of province gymnastics competitions/events by judges and coaches can be the care of an infant.
Gymnastics Saskatchewan is also obligated to ensuring the well-being and safety of all athletes in our care while attending out-of-province Team Sask competitions/events. In particular, coaches are often called upon to assist with supervision, driving, attending activities, chaperoning and caring for our athletes while at an event, and we require the full commitment and availability of all coaches on site to assist with our athletes' needs.

Gymnastics Saskatchewan will accept application requests from coaches and judges who wish to bring an infant 18 months and younger, provided that a secondary caregiver will also attend, to an out-of-province competition/event. If the application is accepted, Gymnastics Saskatchewan will assist the coach or judge in securing and paying for appropriate accommodation (1 room maximum), and any additional ground transportation costs incurred on site. Any other costs, including transportation and meals for the caregiver/infant are the responsibility of the coach or judge.

Coaches who are accredited by Gymnastics Saskatchewan to attend an event have a responsibility to assume a variety of other duties and responsibilities as requested by Team Managers and/or the Chef de Mission (*Operational Policy, Section 2: Team Travel*). Therefore, children over the age of 18 months will <u>not be permitted</u> to accompany accredited coaches to any Team Sask out-of-province competitions/events. If the coach is attending Canada Games, the application to bring an infant and caregiver must be submitted to the Canada Games Council, pertinent to their specific policies regarding infants/babies.

Judges' whose application is accepted must be able to fulfill all assigned judging commitments for competition, training and meeting requirements. Children over the age of 18 months will <u>not be permitted</u> to accompany judges funded by Gymnastics Saskatchewan to any out-of-province Team Sask competitions. If the judge is attending a national event or Canada Games, the application to bring an infant and caregiver will be forwarded to Gymnastics Canada/Canada Games Council, pertinent to their specific policies regarding infants/babies.

Note that no infants or caregivers will be allowed on the competition floor or in any athlete training/warm-up area.

Coaches and judges must make their request to Gymnastics Saskatchewan's CEO in writing a minimum of 60 days before the event. Gymnastics Saskatchewan's High Performance Committee will review each request and inform the applicant of its decision within 1 week of receipt of the request.

If approved, the coach or judge shall work with the Gymnastics Saskatchewan Operations Manager to secure travel and accommodation arrangements for all parties.
The coach or judge will continue to have all privileges of accreditation, transportation, perform all technical duties and will participate as part of the team.
The infant and caregivers will not have access to transportation, meals, or any other privileges offered by Gymnastics Saskatchewan and/or the event hosts.

COACHES
All coaches accredited by Gym Sask to a Team Sask event, whether provincial or club coaches, shall be available for all team activities, training sessions and competitions unless previous arrangements have been agreed to by the team coaches, managers and Chef de Mission.
All coaches accredited to the event by Gymnastics Saskatchewan shall be considered team coaches and part of the team delegation and shall assume duties and responsibilities as requested by Gymnastics Saskatchewan. All coaches will assume manager duties when no Team Manager is present on a trip.

When traveling to competitions and events with Team Sask, coaches are expected to look after all of Team Sask athletes and to cooperate together to meet the needs of the team and all our athletes. In the absence of a designated Team Manager, coaches will assume this responsibility.

All coaches accredited to the competition floor for a Team Sask event are there to ensure the best possible performance environment for all Team Sask athletes. Coaches failing to meet these expectations are subject to be denied funding or selection or accreditation to future events.

Coaches and parents bear the responsibility for preparing athletes in such a way as to leave no doubt whatsoever of precisely what conduct is expected of them when participating in any program, event or competition sponsored or sanctioned by Gymnastics Saskatchewan.

- Duties of Coaches:
    - knowing the schedule of competition and activities and attend technical meetings as required
    - attend daily (or as requested) meetings with other team coaches and team managers/Chef to plan for the next day's schedule and need
    - ensure that all training needs and requests are looked after for the team
    - coach their athletes and assist other coaches in training and in competition when needed
    - work together to ensure that a coach will be available to prepare each athlete for their performance, watch the performance, see the scores & the results sheets, confirm that the start value is corresponding to the performance and address immediately any problem that can arise
    - as soon as the results are available, verify that the posted scores are correct and address immediately any discrepancies
    - get the list of participants for finals and inform the athletes on their qualification status
    - support all athletes in their success or failure
    - when required, requested or needed assist the Chef and/or Team Managers
    - fulfill the duties of Chef and/or Team Manager if none are present

Gymnastics Saskatchewan may assist in accrediting additional coaches to the floor if the individual or club accepts financial responsibility.

All coaches are required to adhere to uniform requirements as per Coaching Policies and Technical Regulations and wear the designated and approved Gymnastics Saskatchewan team attire (Team Sask jacket, pants, shirt) for all competitions, medal presentations and other ceremonies.

ATHLETES

All athletes shall abide by Gymnastics Saskatchewan Code of Conduct, and shall take direction from team coaches, managers and the Chef de Mission as to activities, schedules, and curfews. Each athlete is responsible for his or her own equipment, uniform and other belongings.

- Athletes are required to stay with the team at all times and may not leave the team delegation without permission from the Chef de Mission, Team Manager and coaches.
- Written parental permission must be received PRIOR to travel for an athlete to leave the team delegation to visit friends, family or for alternative travel arrangements.
- Athletes shall read and sign a Code of Conduct form annually and shall be familiar with and follow conduct guidelines and rules as established by their coaches, Saskatchewan team coaches, managers and/or the Chef de Mission.
- In the event of an emergency every attempt shall be made to contact the parent/guardian of an injured/ill athlete for consent for treatment and for the communication of information. Injured/ill athletes will be provided with caring attention by a team manager, coach, parent or other responsible adult designated by Gymnastics Saskatchewan until his/her return home or transfer to a health care facility. Should an athlete need to travel home in case of illness or injury, this will be at the athletes' cost.
- All athletes requiring prescription medications are responsible to provide a Gymnastics Saskatchewan representative (Chef or Manager) with a list of medications, time, and doses to be administered, as well as the reason they are prescribed. Information regarding emergency medications and treatments shall be provided with detailed instructions and made readily available to a Gymnastics Saskatchewan representative.

PARENTS

Parents and coaches bear the responsibility for preparing athletes in such a way as to leave no doubt whatsoever of precisely what conduct is expected of them when participating in any program, event or competition sponsored or sanctioned by Gymnastics Saskatchewan.

Gymnastics Saskatchewan is not responsible to make arrangement for parents to travel or be accommodated with the team.

The Chef de Mission or Team Managers must receive written permission from the parent prior to the event in order to take their child away from the team. The Saskatchewan delegation will accommodate parents' requests as best as possible but discourages parents from asking to take their child before they are completely done competing.

- Please observe the following:
    - Athletes will sit as a team, eat as a team, travel as a team and observe the competition as a team whenever possible.

- Athletes will stay in the host hotel with members of their team. Athletes are generally housed 4 per room according to gender. Whenever possible, athletes are grouped with other athletes from their level in their room. With some of the younger athletes, an older athlete may be sharing a room with them, as determined by the designated Team Managers.
- Parents are not to spend time in athlete's hotel rooms and are asked to contact the team manager before coming to the room. It is feasible to meet with your child in the lobby of the hotel or dormitory. Please make those arrangements with the team manager so they know where your child is at all times.
- When athletes are in the care of Gym Sask representatives, parents should respect the decisions made by the Chef de Mission, managers and coaches. The decisions made are in the best interest of all the children involved with the team.
- Club coaches and parents are expected to provide athletes with resources and information on how to handle things such as time changes, hydration, meals and snacks, behavior, spending money, curfews and sleeping conditions.

UNIFORMS

The official competition uniform for athletes, coaches, managers and others representing Saskatchewan is as designated by the Gymnastics Saskatchewan Technical Director.

- When using public transportation to/from provincial team events, and during events and competitions, athletes shall wear their Gymnastics Saskatchewan team jacket.
- Gymnastics Saskatchewan staff, provincial team chefs, coaches and managers, board members and national level judges shall receive designated team uniforms/clothing at no cost. Pending budget allocations, Gymnastics Saskatchewan may pay for or subsidize competition uniform costs for selected events such as Canada Games, international competitions or other major events.

AWARDS

INTRODUCTION
Each year Gymnastics Saskatchewan will recognize volunteers, coaches, athletes, officials and/or other members, as deemed fit, for their achievements in the sport of gymnastics in Saskatchewan.

BOARD OF DIRECTORS AND STAFF AWARDS
Retiring/out-going board of director members and staff shall receive a gift/token of appreciation from Gymnastics Saskatchewan. These awards shall be presented at the annual awards dinner or at a time more suitable.

NATIONAL AWARDS
Any Gymnastics Canada National Awards presented earlier to Gymnastics Saskatchewan members shall be brought forward for recognition at the annual awards ceremony.

VOLUNTEER, ATHLETE, COACH AND OFFICIALS AWARDS
The Gymnastics Saskatchewan Awards Committee shall select award recipients in the following categories in which there are deserving candidates:

- Lifetime Achievement/Life Member Awards
- Leadership Award
- Volunteer of the Year
- WAG Athlete of the Year National Stream
- WAG Athletes (2) of the Year Provincial Stream
- MAG Athlete of the Year National Stream
- MAG Athlete of the Year Provincial Stream
- TG Athlete of the Year Provincial Stream
- TG Athlete of the Year National Stream
- RG Athlete of the Year Western Stream
- RG Athlete of the Year HP Stream
- 'Above & Beyond' Athlete Award
- Special Awards of Merit

Other special awards may be established and presented from time to time as deemed appropriate by the Awards Committee.

GYMNASTICS SASKATCHEWAN

INSPIRE & EMPOWER CHAMPIONS

IN SPORT AND LIFE

Section 3: Membership Policies

SECTION 3: MEMBERSHIP POLICIES

GENERAL MEMBERSHIP POLICIES

Recreational, non-competitive, competitive clubs and associate member organizations may become members of Gymnastics Saskatchewan upon written application at prescribed membership fees as set annually by the Board of Directors or their designate.

Individuals - athletes, coaches, officials, volunteers, supporters and participants may become members of Gymnastics Saskatchewan upon written application through an affiliated club or associate member at a prescribed membership fee as set annually by the CEO, or the Board of Directors or their designate. Individual members without club or associate member affiliation may become members of Gymnastics Saskatchewan only upon written application and with the approval of the CEO, or the Board of Directors or their designate. There is no fee for Life Members.

Any member (athlete, coach, staff, manager, official, volunteer or other persons) who identifies as gender and/or sexually diverse may participate fully and safely in Gymnastics Saskatchewan activities. This includes but is not limited to those who are, or who are perceived as lesbian, gay, bisexual, transgender, transsexual, two-spirit, queer or questioning. All members, regardless of gender identity, shall have the opportunity to participate in gymnastics activities in a safe, respectful, inclusive and non-judgmental environment.

No club/organization or individual shall be admitted as a member unless:

- they/he/she satisfies the qualifications, criteria and prerequisites of membership as outlined in the current Policy Manual;
- they/he/she has made written application;
- they/he/she has been approved by the CEO or Board of Directors or their designate;
- they/he/she has paid the prescribed membership fee.

A club or individual member is deemed to be in good standing provided they have paid the membership dues as prescribed by the established deadlines and are not restricted by disciplinary action by Gymnastics Saskatchewan.

Any club or member may withdraw their membership in Gymnastics Saskatchewan at any time by way of notice to the CEO or the Board of Directors or their designate. Upon withdrawal, the member or member club shall not be entitled to a refund of any membership fees they may have paid.

A member club, associate member or individual member may be suspended or expelled from membership for failure to pay membership dues as per the membership deadlines established in the current Policy Manual.

In addition to suspension/expulsion for failure to pay membership dues, a member club, associate member or individual member may be suspended or expelled in accordance with Gym Sask Dispute Resolution policies.

MEMBERSHIP FEES AND REGISTRATIONS

Gymnastics Saskatchewan charges membership fees to help offset the costs of the many programs and services we offer to our clubs and members. Membership support, in numbers and dollars, is crucial and important to the continued development of gymnastics in Saskatchewan.

- A club must register ALL members (athletes, recreational, performance and active start participants, staff, coaches, apprentice coaches, officials, executive members, supporters) with Gymnastics Saskatchewan by the appropriate deadlines.
- Any member club or individual member of Gym Sask who, in the opinion of Gym Sask, facilitates or assists non-members in circumventing membership policies, philosophies and criteria of Gym Sask will be liable to disciplinary action by the CEO and or the Board of Directors.
- A registered member club that rents its facility to another organization or club for the purpose of activities recognized by Gymnastics Saskatchewan as gymnastics, must ensure that the organization or club is a registered member club of Gymnastics Saskatchewan.
- The organization or club who is renting must ensure that the club that operates/rents out the facility is a Gymnastics Saskatchewan member club.
- Two or more organizations or clubs that share a facility for the purpose of gymnastics must all be member clubs of Gymnastics Saskatchewan.
- Gymnastics Saskatchewan will not provide access to membership services and programs unless all registration information (fees, forms and individual names) are submitted. Clubs whose initial registration is not received by the published deadlines are not members of Gymnastics Saskatchewan until all fees, forms and names are received.
- Clubs are required to submit/register all new individual members over the course of the year as soon as they join a club program.
- Clubs may be asked to verify their membership numbers if Gymnastics Saskatchewan suspects that not all members have been registered. In order to verify membership numbers and/or grant amounts, clubs must provide information, financial statements, receipts for grants and other details if and when requested by Gymnastics Saskatchewan. Our financial statements are subject to audit, and therefore all of our member clubs are also subject to provide verification of membership and financial records if required and requested.
- Clubs who do not register all of their members/participants over the course of the membership year will be initially assessed a $500.00 fine and considered members in bad standing until their membership roster and fees are made current. Other sanctions/penalties may be applied by the CEO or designate which may include suspension and/or withdrawal of any/all membership privileges.
- As members of Gymnastics Saskatchewan, clubs and individual members agree to comply with all Gymnastics Saskatchewan policies, bylaws and other program and/or administrative rules and regulations including coaching certification requirements.

PROCEDURES AND DEADLINES

Each fall Gymnastics Saskatchewan will electronically distribute membership information to clubs and organizations in the province. The registration year is September 1 - August 31. It is required that all data is submitted electronically via email or online via our service provider or additional fees may be imposed.

Fees must accompany registrations. Gymnastics Canada fees as well as Gymnastics Saskatchewan fees must be remitted by the established deadline for each session.
Registered members are those whose names and required information are on file and whose fees have been received by the appropriate deadlines. New members may be registered at any time.

Registration Deadlines

CLUBS:	October 1st
INDIVIDUALS:	October 15th / February 15th / May 15th / August 15th

FEES AND MEMBER SERVICES

Membership Fees are established periodically by the Gymnastics Saskatchewan CEO and circulated to the membership 60 days in advance of the beginning of the fiscal (registration) year. Membership fees include fees collected for Gymnastics Canada individual fees, (which are forwarded to the national federation on a quarterly basis).

Non-resident members or independent athletes may not access grants, team travel subsidies, financial support, may not take the place of a Saskatchewan athlete in team selections, awards or other competitive opportunities, unless they can demonstrate that they are a product of the Saskatchewan sports system and provide evidence that a significant portion of their gymnastics development occurred while a primary resident of Saskatchewan.

Your membership fees cover membership with Gymnastics Saskatchewan and Gymnastics Canada. Gymnastics Saskatchewan submits the required fee to Gymnastics Canada on your behalf. The membership fee with Gymnastics Saskatchewan helps support Saskatchewan athletes to travel to competitions, bring in facilitators for training camps and coaching workshops, certify officials, host events, offer awards and recognition, promote our sport, operate and assist clubs by acting as a resource for programs and policies. This fee also allows Gymnastics Saskatchewan to offer financial assistance to clubs, athletes, coaches, and target groups through our various grant programs. The fee to Gymnastics Canada goes to support the development of gymnastics in Canada, national programs (NCCP, badge programs, competitive programs) and national teams as they strive for podium performances.

It is very important that clubs identify and disclose Gymnastics Saskatchewan and Gymnastics Canada fees separately to members. These fees should be shown separately from class registration fees.

BENEFIT	MEMBER	NON-MEMBER
Eligible to enroll at any Gym Sask Member club.	✓	✗
Recognized by the International Gymnastics Federation and Gymnastics Canada as the official system for gymnastics in Saskatchewan.	✓	✗
Eligible to participate in sanctioned Gym Sask Events.	✓	✗
Eligible to participate in sanctioned regional, national, and international events sanction by Gym Sask and Gym Canada.	✓	✗
Eligible to be selected for national and provincial and territorial high-performance teams and programs.	✓	✗
Access to Saskatchewan and Canada Games programs.	✓	✗
Support to member clubs through MAP funding.	✓	✗
Subsidized travel and financial support for Team Sask athletes, ocaches, officials.	✓	✗
Annual General Meeting voting privileges and attendance.	✓	✗
Target group and outside user group funding.	✓	✗
Eligible to submit confidential complaints of maltreatment, abuse or harassment to ITP and Sask Sport.	✓	✗
Eligible for funding programs offered by Gymnastics Saskatchewan.	✓	✗
Standardized program regulations across all disciplines, with professional and dedicated staff and technical committees.	✓	✗
Opportunity to collaborate with other PTOs and Gymnastics Canada, who have successful track records of organizational and financial stability.	✓	✗
Acess to CanGym Rhythm programming.	✓	✗
Supporting gymnastics in Saskatchewan - keeping the sport strong from recreational to provincial teams.	✓	✗
Suspensions are tracked and upheld if a player, coach or staff member move between member clubs.	✓	✗
Coaches are required to complete Respect in Sport, Make Ethical Decisions program for harassment and abuse education for coaches, parents, and athletes.	✓	Not guarenteed
Coaches have opportunity for mentorship and workshops from recognized experts at all levels.	✓	Not guarenteed
Coaches have been trained and certified by the National Coaching Certification Program.	✓	Not guarenteed
Officials have been trained and certified by provincial and nationally recognized programs.	✓	Not guarenteed
Proven model for gymnastics to be enjoyed recreationally and competitively.	✓	Not guarenteed
Full, standardized insurance coverage, including Commercial General Liability, Accidental Death and Dismemberment Insurance and Directors and Officers Liability	✓	Not guarenteed

RESPECT IN SPORT & SAFE SPORT TRAINING REQUIREMENTS

Gymnastics Saskatchewan, Gymnastics Canada, and Sask Sport are committed to creating a sport environment in which all individuals are treated with respect and dignity. Coaches have a responsibility to create a sporting environment that is free of harassment, abuse, bullying, and neglect.

Gymnastics Saskatchewan, Gymnastics Canada, and Sask Sport require that all coaches and all club administrators/staff participating in gymnastics have completed the online Respect in Sport (RIS) program. RIS certification must be valid within the last five years. This policy applies to all coaches and club administrators/staff registered under the membership jurisdiction of Gymnastics Saskatchewan and its member clubs.

In addition, all coaches are required to complete the Safe Sport – Direct Athlete Contact Training available in The Locker.

Individuals not holding valid RIS certification (or Safe Sport training, for coaches) will have 30 days from the time their registration is submitted to Gymnastics Saskatchewan to complete the required training. Any individual without valid certification within 30 days of registration will have their membership suspended until all required training is completed.

Clubs are responsible for ensuring that their coaches and staff have completed and maintain valid Respect in Sport certification, and that coaches have completed Safe Sport training. Gymnastics Saskatchewan's Respect in Sport and Safe Sport policies and requirements are reviewed annually by the CEO and Program Manager.

Requirement	Who Must Complete It	Validity Period	Where to Access	Completion Deadline	Consequence if Not Completed
Respect in Sport (RIS)	All coaches and all club administrators/staff	Valid for 5 years	Online (Respect in Sport website)	Within 30 days of registration	Membership suspended until completed
Safe Sport – Direct Athlete Contact Training	All coaches	Valid for 5 years	The Locker	Within 30 days of registration	Membership suspended until completed

ACCESSING RESPECT IN SPORT MODULES

- Navigate to the Gymnastics Canada homepage at https://gymnasticscanada.respectgroupinc.com/start.jspSelect the Respect in Sport for Activity Leaders Program and select Sask Sport from the drop-down menu
- Go to 'New to this program? Click HERE to register now'.
- To register a new user, click 'New User'. If you have already completed another Respect group program, click 'Existing User'.
- Existing Users will be prompted to Look up by User Profile and New Users will need to fill in the registration information. When filling in the registration information make sure your Association is set to Sask Sport and click on the '+' to expand the selection, put a check mark beside 'Gymnastics Saskatchewan.' It is also helpful if you "Allow" communication to the NCCP, this way your Respect in Sport completion will appear on your Locker transcript.
- Once you have all the registration information entered, click on "Submit Registration"
- Read the instructions that will follow.
- Click the 'Program Access' tab to complete the Modules of the course.
- Print off confirmation certificate for proof of completion. You should show this to your club to acknowledge you have completed the program. You do not need to notify Gymnastics Saskatchewan; they are able to access the records of completion.
- Look at the 'Handouts' tab for some great resources.

CLUB MEMBERSHIP & FEE SCHEDULE

- Club and individual member registration will occur through the online Uplifter Software.
- CLUB FEES MUST BE PAID BY OCTOBER 1ST OF THE CURRENT YEAR.
- **Clubs are only required to purchase one club membership fee (which is valid from Sept 1 to Aug 31) and must choose the highest level of athlete to determine the corresponding club fee.**
- Club membership upgrades throughout the season are allowed by notifying Gymnastics Saskatchewan.
- Clubs must have their club information and fees paid by **October 1 of the current year,** or a penalty of $100 will be charged to the club.
- If a club is not starting up until January, the club must register and pay club fee by December 15 of the current year, or a penalty of $100 will be charged to the club.

Gymnastics Saskatchewan will notify clubs regarding their membership acceptance.

GYMNASTICS SASKATCHEWAN
MEMBERSHIP FEES updated June 4, 2025
Effective September 1 to August 31 each season

CLUB AFFILIATION FEES		2025-2026 Gym Sask Fee	Gym Canada Fee	Approved Total Fee 2025-2026
Recreational Club Membership	Active Start & Recreational Programs Only	$ 340.00	$ -	**$ 340.00**
Inter-Club Membership	Pre-Competitive, Developmental, Masters	$ 460.00	$ -	**$ 460.00**
	WAG: Xcel (bronze/silver), Inter-Club Levels 1-4			
	MAG: Interclub			
	RG: Rhythm Cat			
	TG: Fast Cat			
	ACRO: Level 5 & 6			
	Performance, Gymnaestrada			
Competitive Club Membership	WAG: Xcel (gold/platinum/diamond), CCP 3-10, GymCan Youth, HP	$ 915.00	$ -	**$ 915.00**
	MAG: P1-5, Aspire, Open, Junior, Senior			
	RG: P1-6, National Novice, Junior, Senior			
	TG: Level 5-7, Junior, Senior			
	ACRO: Levels 7-10, Youth, all FIG			
Equity-Deserving Club Membership	Clubs located on an Indigenous Reserve Special Olympic programs not affiliated with another club	$ 85.00	$ -	**$ 85.00**
Associate Member Groups (each)	Target Groups, Schools, associations participating on a regular basis in club programming	$ 90.00	$ -	**$ 90.00**
Oustide User Group	One time users: Birthday Parties, School Groups, Bring a Friend Day - Reported monthly and paid quarterly to Gym Sask. (The entire $16.10/event fee will go directly to our insurance provider and covers 15 participants. There will be a charge of $2 per additional participant ove the initial 15.)	$16.10/ Bday Party + $2/extra participant	$ -	**$16.10/ Bday Party + $2/extra participant**

INDIVIDUAL MEMBERSHIP & FEE SCHEDULE

We cannot stress enough the importance of having every gymnast, coach, judge, and other members registered, both to protect your club and your gymnasts in an insurance situation and to maintain the level of Sask Lotteries, MAP, and other funding provided to the sport of gymnastics. If members are active in more than one role, they must be registered in all applicable roles, but will only be charged the highest registration fee.

October 15	Fall Registration Deadline
February 15	Winter Registration Deadline
May 15	MAP Grant Registration Deadline
August 15	Final Registration Deadline

INTER-CLUB, PROVINCIAL, NATIONAL GYMNAST

Clubs will be required to declare inter-club, provincial and national gymnasts' level of participation by October 31st using the Athlete Levels Reporting Document. We will request levels of participation again on January 15th. After January 15th levels of participation will be checked prior to each competition. Upgrades may take place as per Technical Regulations, please notify Gymnastics Saskatchewan of necessary upgrades and clearly indicate changes on your spreadsheet.

If inter-club, provincial or national gymnastics are transferring clubs mid-season we require parents to submit a signed Club Transfer Form to Gymnastics Saskatchewan. This form is located on our website (gymsask.com) under Clubs – Forms.

Rhythmic has two divisions of Masters Gymnasts (refer to the 'RG Competitive Masters Program' for more details): Masters Level 5 (13-16 years) & Masters Level 6 (17 years +)

Gymnasts who are participating in a developmental program within their club and are training more hours than recreational participants at their age should be registered in the Inter-Club Gymnast category corresponding to their discipline.

PERFORMANCE
Gymnasts who are participating in performance events such as Challenge Cup or Gymnaestrada events where multiple clubs are participating and being evaluated should be registered in the Inter-Club Gymnast Performance or Gymnaestrada category.

COACHES
Coach in Training – has not completed any coaching courses other than Respect in Sport
Rec/Inter-Club Coach – is coaching recreational or inter-club gymnasts and has completed Gymnastics Foundations courses and possibly the Competition 1 or Level 2 courses
Competitive Coach – is a coach of Provincial or National/HP gymnasts and is certified Competition 1 or Level 2 and higher in any discipline

JUDGES
Please refer to each discipline's Technical Regulations for official's information, including age eligibility. The technical regulations can be found on our website under each respective discipline. Judges should be registered by October 15th, so that disciplines can determine the availability of judges for competitions and participant numbers for judging clinics.

INDIVIDUAL MEMBERS
Individual members are people who are part of an associate organization who would like to be a member with Gymnastics Saskatchewan to receive member privileges. The associate organization cannot be a gymnastics organization.

All other individual members who are coaching or judging gymnastics activities must be registered with Gymnastics Saskatchewan in the appropriate coach or judge category. Individual members can be registered through the Amilia system or by using the Individual Membership Form on our website under Clubs – Forms.

LEARNING FACILITATORS & COACH EVALUATORS
Learning facilitators and coach evaluators will be registered by Gymnastics Saskatchewan annually as long as they continue to be active learning facilitators and/or coach evaluators with our organization.

LIFETIME MEMBER
This membership is reserved for individuals who have received the honor of a Life Membership. These members will be registered by Gym Sask each year and will receive a free membership for life.

INDIVIDUAL MEMBERSHIP FEES (EACH)

GYMNASTS				
Special Olympics Saskatchewan Member	Athletes who are members of Special Olympics Saskatchewan	$ 13.00	$ 8.00	$ 21.00
Indigenous Community Member	Athletes who are participating in gymnastics programming within their Indigenous Community	$ 13.00	$ 8.00	$ 21.00
Recreational Gymnast	Active Start (under 6 years), Recreational (6 years+)	$ 40.00	$ 8.00	$ 48.00
Casual Gymnast	A gymnast who participates 5 times or fewer, casually throughout the year or in short programs (drop in, camper 5 times or fewer half or full days)	$ 7.00	$ 8.00	$ 15.00
Summer Gymnast	A gymnast who is not already a member and participates in a summer session (only applies to July & August)	$ 23.00	$ 8.00	$ 31.00
Inter-Club Gymnast	Pre-Competitive, Developmental, Masters	$ 86.00	$ 8.00	$ 94.00
	WAG: Xcel (bronze/silver), Inter-Club Levels 1-4			
	MAG: Interclub			
	RG: Rhythm Cat			
	TG: Fast Cat			
	ACRO: Level 5 & 6			
	Performance, Gymnaestrada			
Provincial Gymnast	WAG: Xcel (gold/platinum/diamond), CCP Levels 3-8	$ 158.00	$ 8.00	$ 166.00
	MAG: P1-5			
	RG: P1-6, Masters			
	TG: Levels 1-4			
	ACRO: Levels 7 & 8			
National/HP Gymnast	WAG: CCP Level 9 & 10, GymCan Youth, HP, Aspire	$ 312.00	$ 8.00	$ 320.00
	MAG: Aspire, Open, Junior, Senior			
	RG: National Novice, Pre-Junior, Junior, Senior			
	TG: Level 5-7, Junior, Senior			
	ACRO: Levels 8-10, Youth, all FIG levels			

COACHES				
Coach in Training	CIT has not completed any coaching courses except RIS	$ 50.00	$ 8.00	$ 58.00
Recreational / Inter-Club Coach	Coach of Recreational or Inter-Club Gymnast	$ 107.00	$ 8.00	$ 115.00
Competitive Coach	Coach of Provincial or National/HP Gymnast	$ 134.00	$ 8.00	$ 142.00

JUDGES				
Judges	Judges of Inter-Club, Provincial, National, International, FIG Gymnasts	$ 22.00	$ 8.00	$ 30.00

OTHER				
Club Staff	Administrative Staff, Recreational Director, Program Director	$ 22.00	$ 8.00	$ 30.00
Club Executive	All Club Board of Directors	$ 22.00	$ 8.00	$ 30.00
Volunteers	Individual volunteers who help with club activities	$ 22.00	$ 8.00	$ 30.00
Individual Member	Associate individual members	$ 22.00	$ 8.00	$ 30.00
Learning Facilitators & Coach Evaluators	An individual who is trained to faciliate NCCP courses or evaluate coaches for certification	$ -	$ -	$ -
Lifetime Member	Honorary member	$ -	$ -	$ -

OUTSIDE USER GROUP MEMBERSHIP & FEE SCHEDULE

If your club is offering gymnastics programs for outside users, (for example, birthday parties, school groups, daycares, bring a friend day), **your club will be required to pay an insurance fee of $16.10 per Birthday Party**. This $16.10/Birthday Party will be invoiced quarterly by Gym Sask to your club and will be based on the Outside User Group reporting form your club submits to Gym Sask monthly. Gym Sask will forward the $16.10/Birthday Party directly to our insurance provider (GameDay).

Outside User Group insurance only applies if a group is coming on a one-time basis. If a group is coming more than once with the same participants, the group's organization can register as Associate Member of Gym Sask ($90/group for the year, this can be done by using the Associate Member Form found on our website (gymsask.com) under Clubs – Forms) to receive coverage OR the individuals should be registered as regular members depending on the situation.

For your liability insurance to be in effect please ensure these participants are always supervised by a coach certified at the appropriate level and that you keep the contact information of the individuals

attending these programs for a 12-month period as Gymnastics Saskatchewan may request this information. **Please send information on the number of participants using this program and the number of events to Gymnastics Saskatchewan monthly.** Please use the outside user group monthly reporting form. This form is located on our website (gymsask.com) under Clubs – Forms. All statistical analysis (i.e. MAP, AGM votes, size of club tracking), will EXCLUDE birthday party/daycare and one time user group attendees, but Gymnastics Saskatchewan reports this information to Sask Sport on a yearly basis.

OUTSIDE USER GROUP REPORTING FORM

Club Name:		**Month of:**	

	Male			**Female**			**Gender Diverse**		
Type of Activity	5 & under	6-11	12-18	5 & under	6-11	12-18	5 & under	6-11	12-18
Birthday Party									
Schools									
Day Care									
People with Disabilities									
Cross Training (specify sport): _____									
Other (specify): _____									

Type of Activity	**# of Events this Month**
Birthday Party	
Schools	
Day Care	
People with Disabilities	
Cross Training (specify sport):_____	
Other (specify):_____	

Please submit monthly to: acox@gymsask.com

VOLUNTARY SELF-IDENTIFICATION

Gymnastics Saskatchewan is dedicated to supporting sport participation opportunities for all Saskatchewan people. To better understand the diversity of our membership, we would like our clubs to consider expanding the voluntary self-identification section of their registration form to open the opportunity for our organization and your club to identify with our members in ways that are personally meaningful, allow for targeted equity measures, and initiatives, in support of inclusive sport.

Please remind your members that providing a response to any, or all, of the statements below is voluntary. Information provided will be used for statistical purposes only and will help guide our organization's programming, education, and resource sharing.

INDIGENOUS SELF-IDENTIFICATION

It is mandatory for all clubs to include an area on their individual online or paper registration form for participants to declare their Indigenous status. Gymnastics Saskatchewan is required to report this information to Sask Sport each year to ensure our funding. This is a sample of what you can include on your online or paper registration form:

Indigenous Self-Identification

Please check one of the following that is most applicable to your Indigenous ancestry*:

Status/Treaty	Metis	Non-Status First Nation	Inuit

*Providing this information is voluntary and will be used for statistical purposes, only. It will not be used by Gymnastics Saskatchewan for any other prohibited preference as per The Saskatchewan Human Rights Code.

Gymnastics Saskatchewan will be asking for this information at each of the individual member registration deadlines (Oct 15, Feb 15, May 15, and Aug 15). So please make sure you are keeping track of this data and can submit the following report to Gymnastics Saskatchewan quarterly:

Indigenous Self-Declaration	**Status/Treaty**	**Metis**	**Non-Status**	**Inuit**
Athletes				
Coaches				
Judges				
Volunteers/Other				

Please submit quarterly to: acox@gymsask.com

SELF-IDENTIFICATION

This section is not mandatory to include on your registration forms but is strongly encouraged as this data helps to give us a better idea on how to best support our member clubs and their participants based on their specific needs. This is a sample of what you can include on your online or paper registration form:

Please choose the gender that you identify with:

Male	Female	Prefer to self-describe:	Prefer not to respond

*This is a more inclusive way of formatting this question to be inclusive of more gender identities.

Are you an individual living with a disability?

Yes	No	Prefer not to respond

*This question would be best suited under the health section on your registration forms.

Are you a newcomer to Canada within the past 5 years?

Yes	No	Prefer not to respond

Gymnastics Saskatchewan will be asking for this information from the clubs who choose to incorporate this into their registration forms at each of the individual member registration deadlines (Oct 15, Feb 15, May 15, and Aug 15). If you are choosing to track this data, please submit the following report to Gymnastics Saskatchewan quarterly:

Self-Identification	**Individuals living with a disability**	**Newcomers to Canada**
Athletes		
Coaches		
Judges		
Volunteers/Other		

Please submit quarterly to: acox@gymsask.com

Definitions of Terms

Definitions of the terms used within this self-identification section are listed below for your reference, and if possible, should be included with the voluntary self-identification questions provided to members.

First Nations: Includes Status and Non-Status Individuals.

Status/Treaty: Individuals registered under the Indian Act who identify with a First Nation community-ancestral land.

Non-Status: Individuals who identify with a First Nation community–ancestral land but are not registered under the Indigenous and Northern Affairs Canada registry system.

Métis: "a person who self-identifies as Métis, is distinct from other Aboriginal peoples, is of historic Métis Nation Ancestry and who is accepted by the Métis Nation.[1]"

Inuit: The members of an Indigenous people whose homeland is the Canadian Arctic, which includes Yukon, Northwest Territories and Nunavut, in addition to Northern Quebec and Northern Labrador.

Newcomer: An inclusive self-identifying term for those individuals who are not originally from Canada and may hold, for example, refugee status, permanent resident status, and/or be a new immigrant.

Disability: A person who faces challenges completing day-to-day tasks due to a long-term or recurring medical condition affecting a person's ability in any of the following areas: physical, mental, visual, hearing, cognitive and/or intellectual.

Gender: "The complex relationship between physical traits and one's internal sense of self as male, female, both or neither, as well as one's identity expressed through one's outward presentations and behaviors related to that perception. Biological/ assigned sex and gender are different; gender is not inherently connected to one's physical anatomy[2]".

[1] Metis Nation Citizenship.16 April 2019. <http://www.metisnation.ca/index.php/who-are-the-metis/citizenship>

[2] Terminology Basics. 16 April 2019. <http://goathletes.org/resources>

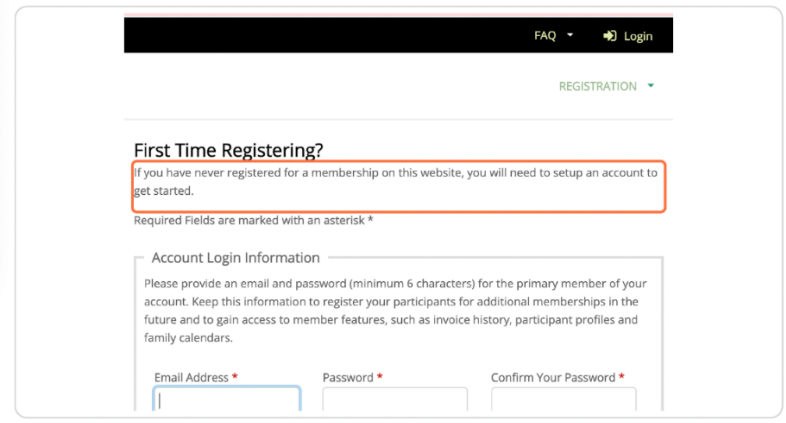
UPLIFTER RESOURCES

CLUB & MEMBER REGISTRATION
Club and individual member registrations must be processed through Uplifter.

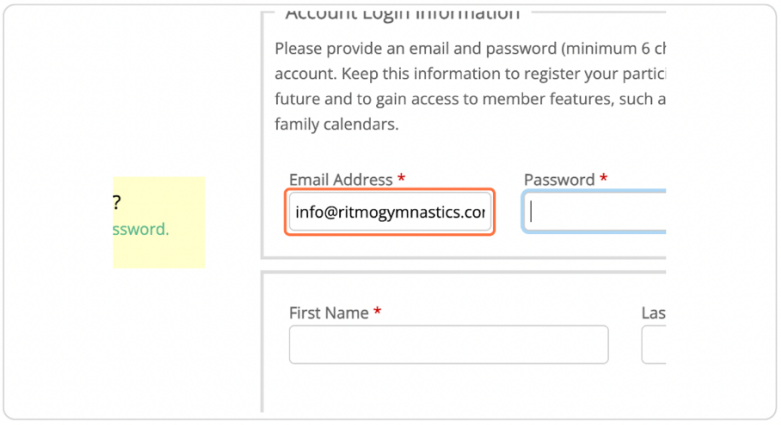
SELECT A PLAN
Review the available Uplifter plan options and decide whether your club will utilize the platform for club registration or if you will proceed with a 3rd party registration platform - https://www.uplifterinc.com/pricing.
If you are interested in subscribing to a plan for your club registrations, please contact Sandra Oyarzun at sandra@uplifterinc.com.

CREATE A GYM SASK ACCOUNT
All Clubs must create an account on the Gym Sask Uplifter site to purchase a Club Membership and submit and/or import individual members.

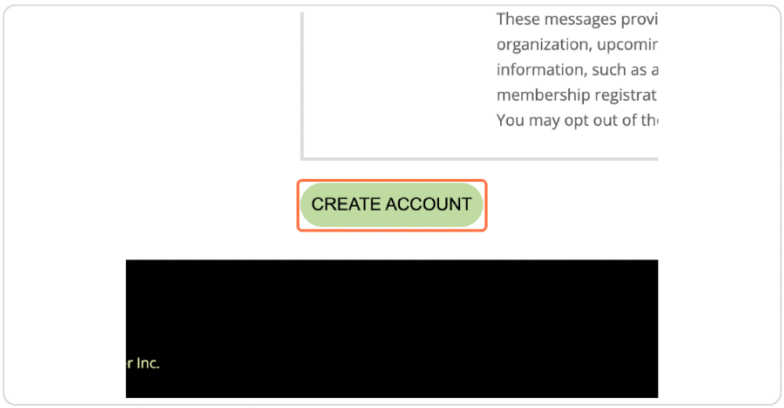
STEP 1: Navigate to https://gymsask.uplifterinc.com/login.
STEP 2: If you have never registered for a membership you will need to setup an account to get started.



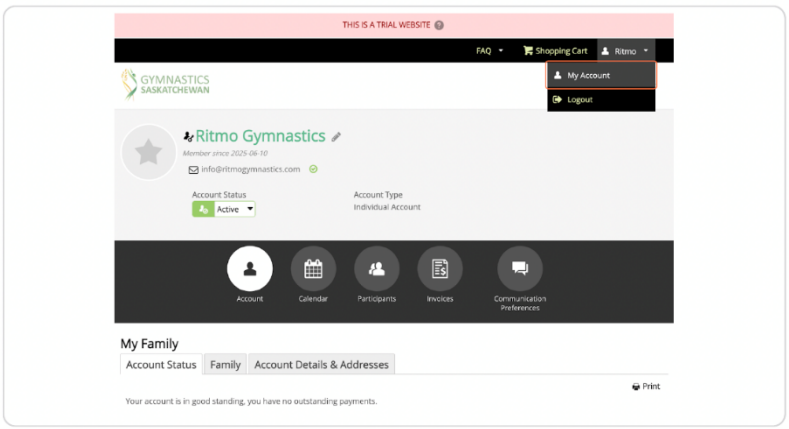
STEP 3: Fill in all required fields. **Make sure you put the CLUB name in the first name/last name fields and not your personal name for us to easily identify the acccount.**
EX: First Name "Ritmo Gymnastics" Last Name "Club"



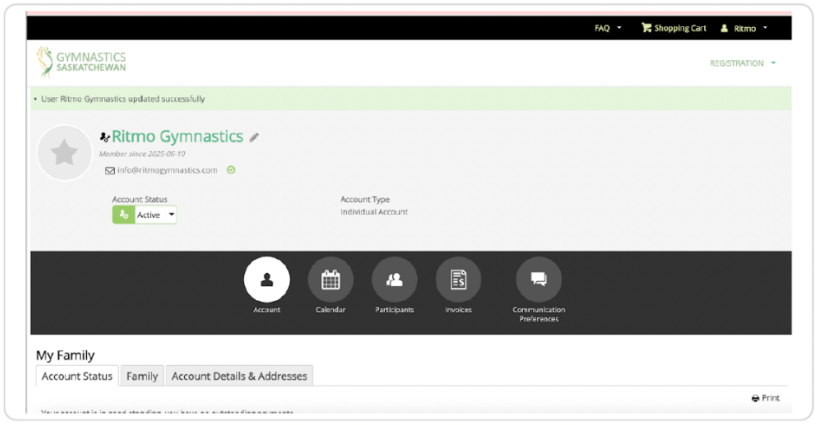
STEP 4: Click on CREATE ACCOUNT at the bottom.



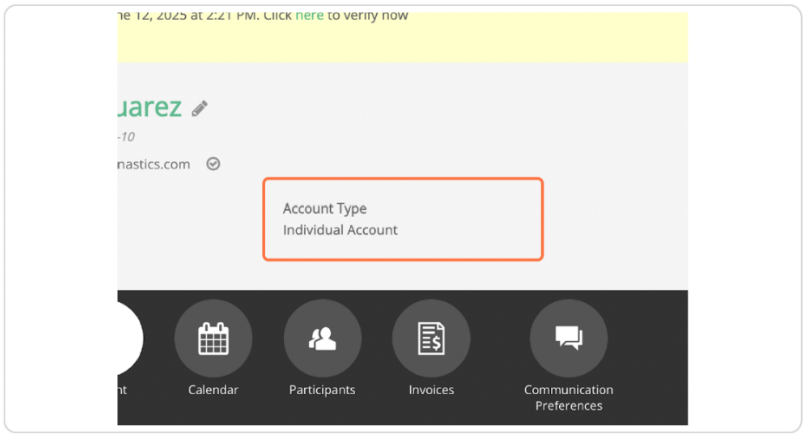
STEP 5: Once your account has been created, naviate to your account page by clicking on the acount name in the top right-hand corner.



STEP 6: View your account overview and edit if required.

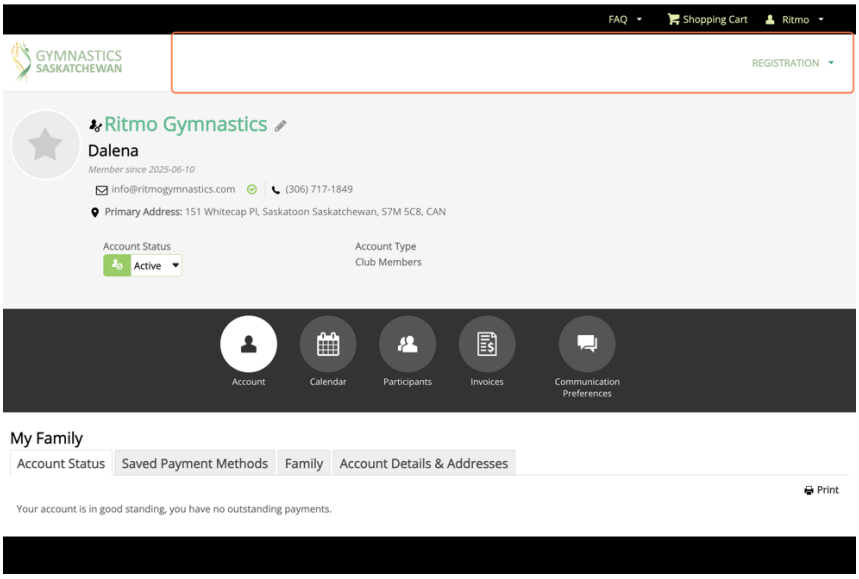


NOTE: When a new account is created, it will automatically be set as an "Individual Account" type and will not have access to add participants or purchase memberships until approved and updated by Gym Sask to a "Club Member" account type. Please allow a few days for this to be completed.

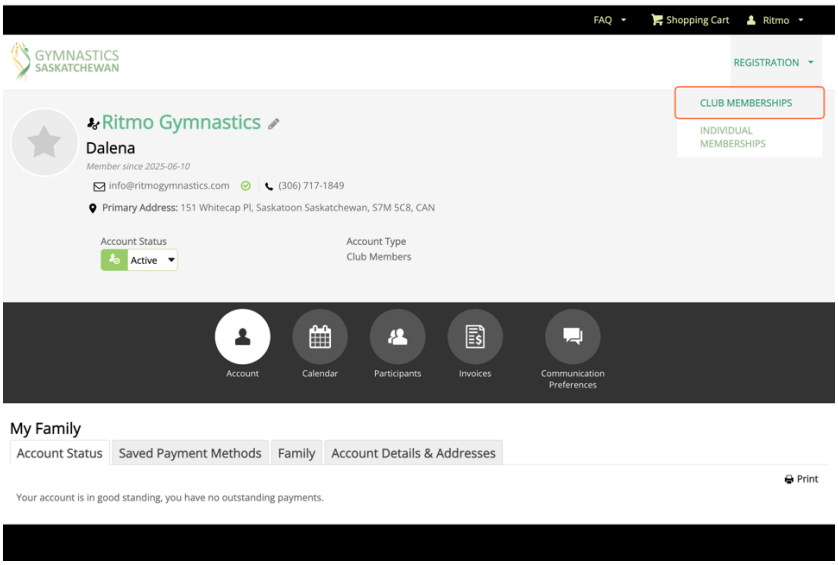


PURCHASE A CLUB MEMBERSHIP

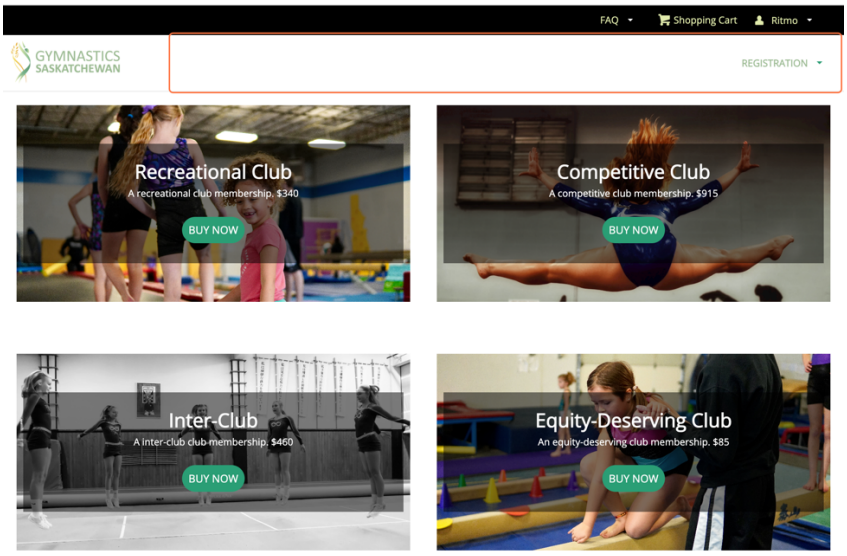
STEP 1: From your 3rd party account homepage, click on Registration in the top right corner.



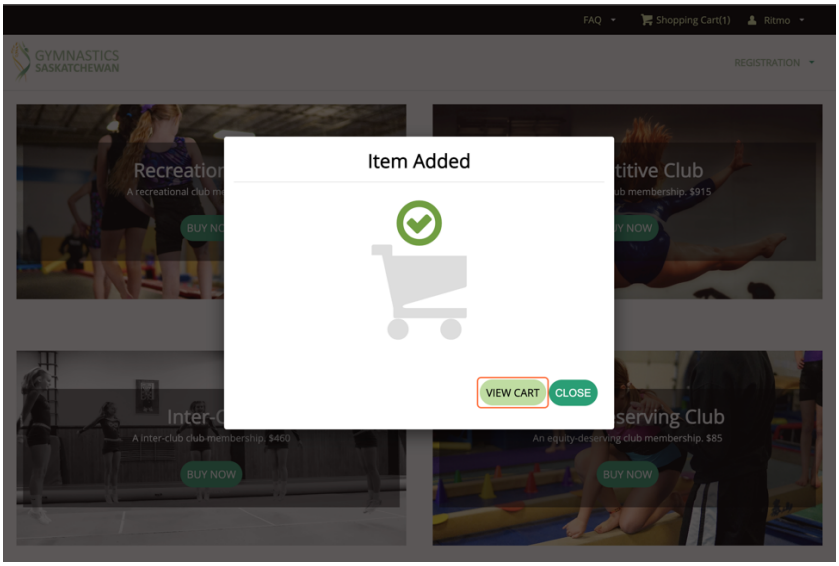
STEP 2: Navigate to the “club membership” page.



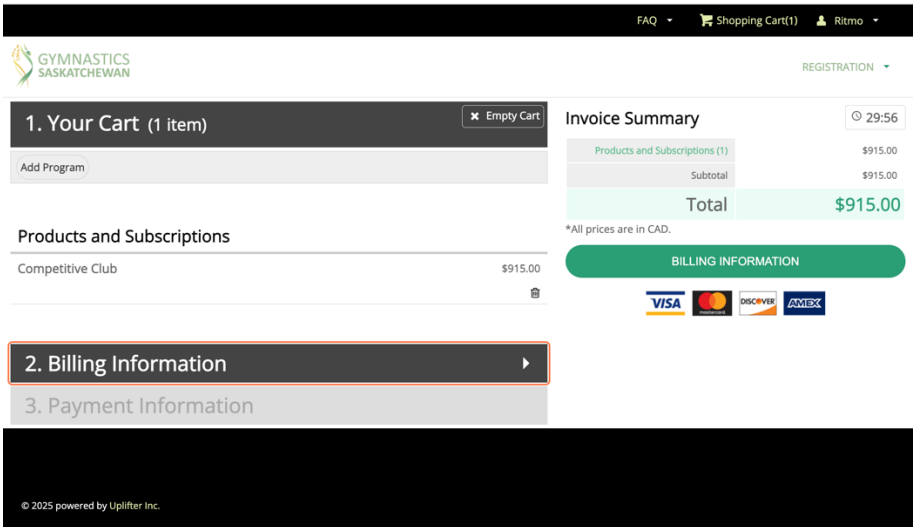
STEP 3: Choose the highest level club membership you would like to purchase.



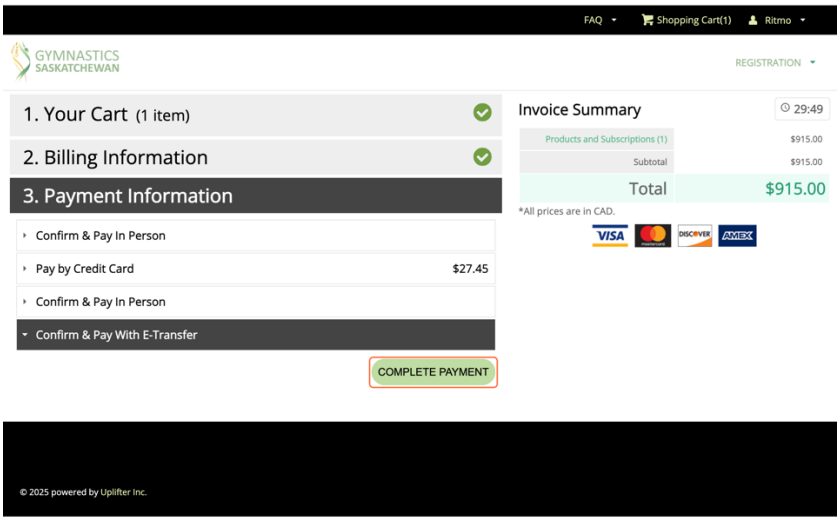
STEP 4: Click on “view cart”.



STEP 5: Follow the prompts to enter in your address and payment information. If you would like to pay offline (e-transfer or cheque to the office) please select “pay in person”.



STEP 6: Even if the balance is zero, you must click on “complete payment” to finish the membership order. You will receive a confirmation email and your club membership for the upcoming season and you will now be permitted to upload individual memberships.



INDIVIDUAL MEMBERSHIPS

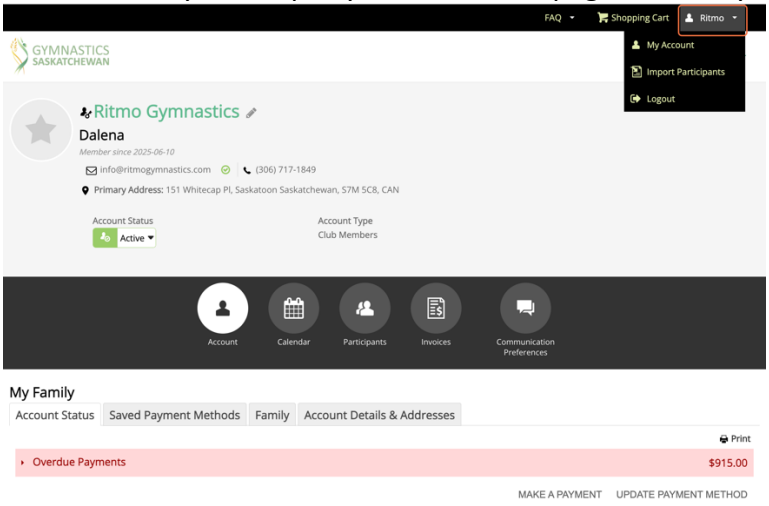
Uplifter Bronze, Silver or Gold Plan

Clubs that utilize these plans will be able to submit their memberships to Gym Sask through the membership submission page. Please work with Uplifter to configure the connection between the club and the federation to do so.

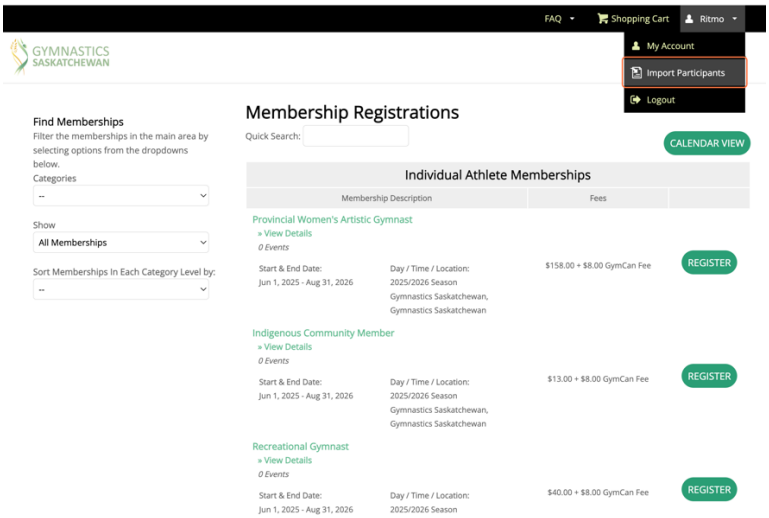
Detailed instructions can be found here - Gymnastics Canada – Uplifter Inc.

Uplifter Lite or 3rd Party Registration Platform

STEP 1: From your 3rd party account homepage, click on your Club name in the highest top right corner.



STEP 2: Navigate to the “import participants page”.



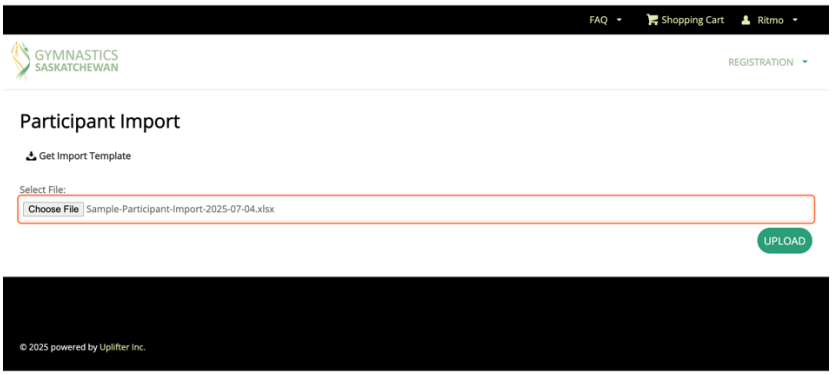
STEP 3: Download the import template file to your computer. Complete the import template, filling out all the required fields:

a. First Name
b. Last Name
c. Gender
d. Date of Birth (YYYY-MM-DD)
e. Address
f. City
g. Province
h. Postal code
i. Phone number
j. Email address
k. SKU*

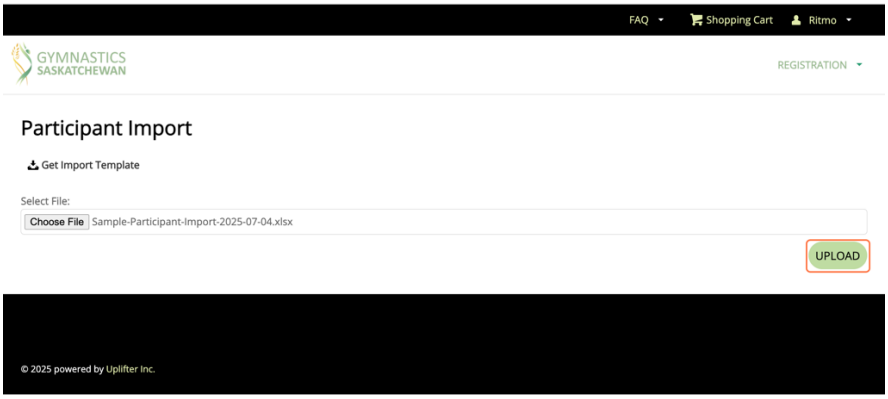
*The SKU is the name of the Gym Sask Membership you are purchasing for that indiivudal member. A list of the SKU's for the upcoming season can be found at the end of this document.

STEP 4:

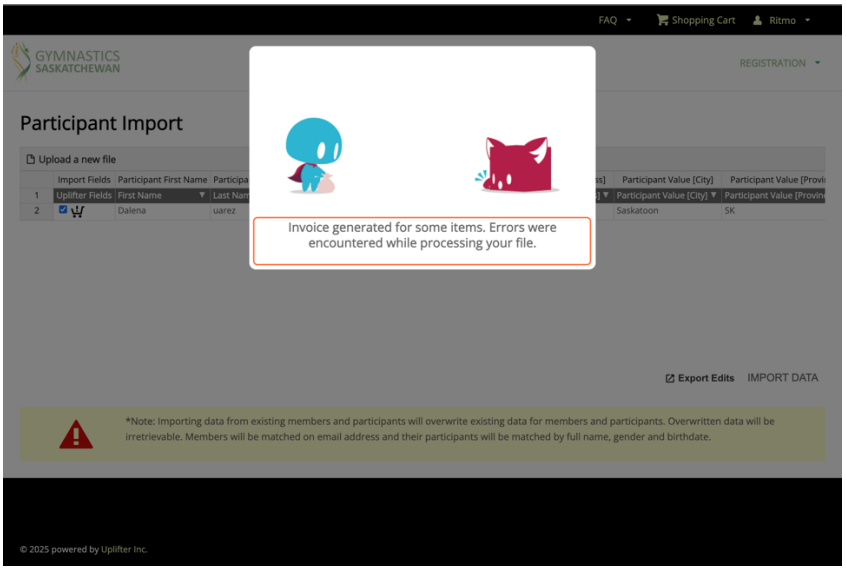
Once you have completed the file with the memberships you would like to upload, select "choose" file and select the completed import template from your computer.



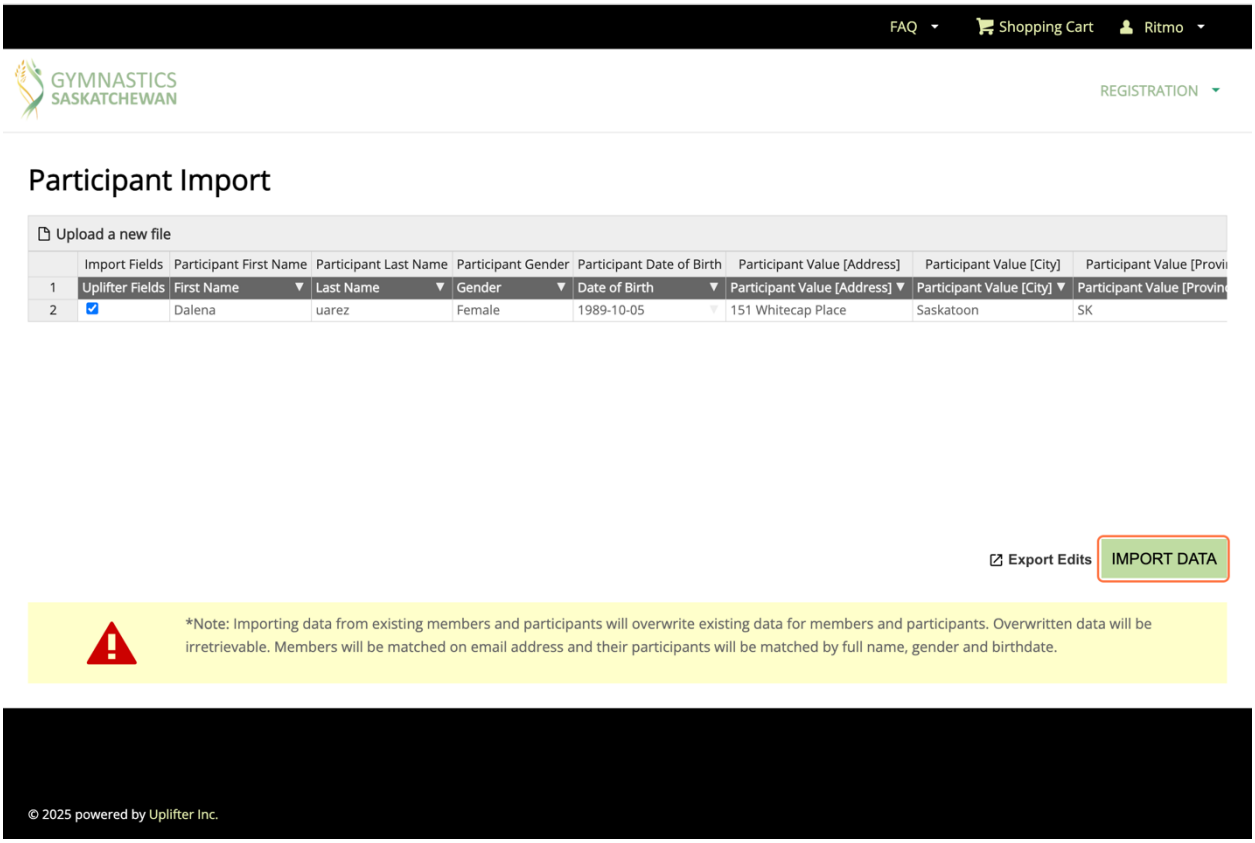
STEP 5: Select UPLOAD



If there are errors present in the import template, a message will appear. Adjust the template and re-import until no errors are present.



STEP 7: Once no errors are present, select IMPORT DATA. You will be taken to the payment page. Follow the prompts to enter in your address and payment information. If you would like to pay offline (e-transfer or cheque to the office) please select “pay in person”.



2025-2026 Membership SKUs

Membership Name	SKU
Special Olympics Saskatchewan Member	SpecialOMember2526
Indigenous Community Member	IndigenousMember2526
Active Start Gymnast	ActiveStartGymnast2526
Recreational Gymnast	RecreationalGymnast2526
Casual Gymnast	CasualGymnast2526
Summer Gymnast	SummerGymnast2526
Inter-Club Women's Artistic Gymnast	InterClubWAG2526
Inter-Club Men's Artistic Gymnast	InterClubMAG2526
Inter-Club Rhythmic Gymnast	InterClubRG2526
Inter-Club Trampoline & Tumbling Gymnast	InterClubTG2526
Inter-Club Acrobatic Gymnast	InterClubACRO2526
Inter-Club Performance or Gymnaestrada Gymnast	InterClubPerformance2526
Provincial Women's Artistic Gymnast	ProvincialWAG2526
Provincial Men's Artistic Gymnast	ProvincialMAG2526
Provincial Rhythmic Gymnast	ProvincialRG2526
Provincial Trampoline & Tumbling Gymnast	ProvincialTG2526
Provincial Acrobatic Gymnast	ProvincialACRO2526
National/HP Women's Artistic Gymnast	NationalWAG2526
National/HP Men's Artistic Gymnast	NationalMAG2526
National/HP Rhythmic Gymnast	NationalRG2526
National/HP Trampoline & Tumbling Gymnast	NationalTG2526
National/HP Acrobatic Gymnast	NationalACRO2526
Coach in Training	CIT2526
Recreational / Inter-Club Coach	RecInterClubCoach2526
Competitive Coach	CompetitiveCoach2526
Provincial Men's Artistic Judge	ProvincialMAGJudge2526
Provincial Rhythmic Judge	ProvincialRGJudge2526
Provincial Trampoline & Tumbling Judge	ProvincialTGJudge2526
Provincial Women's Artistic Judge	ProvincialWAGJudge2526
National/FIG Men's Artistic Judge	NationalMAGJudge2526
National/FIG Rhythmic Judge	NationalRGJudge2526
National/FIG Trampoline & Tumbling Judge	NationalTGJudge 2526
National/FIG Women's Artistic Judge	NationalWAGJudge2526
Inter-Club Acrobatic Judge	InterClubACROJudge2526
Inter-Club Rhythmic Judge	InterClubRGJudge2526
Inter-Club Trampoline & Tumbling Judge	InterClubTGJudge2526
Club Staff	ClubStaff2526
Club Executive	ClubExecutive2526
Volunteers	Volunteers2526
Individual Member	IndividualMember2526
Learning Facilitators & Coach Evaluators	LFCE2526
Lifetime Member	LifetimeMember2526

MEMBERSHIP INVOICES

Gymnastics Saskatchewan will generate invoices for all clubs at the beginning of every month. Clubs are expected to register new members with Gymnastics Saskatchewan as soon as possible as they enroll in club programs.

Clubs can view invoices directly in Uplifter.

1. Log into Gym Sask Uplifter account - https://gymsask.uplifterinc.com/login.
2. Navigate to the **My Account** by clicking on your account name in the top right corner.
3. Select **Invoices** from the menu below your account information.
4. Use the filter options to locate specific invoices.

PAYMENT OF MEMBERSHIP INVOICES

Payment is to be received by the Gymnastics Saskatchewan office within 30 days from the date the invoice is issued. Membership invoices can be paid by credit card directly in Uplifter or offline by cheque or E-transfer.

Credit Card Payments:

Invoices can be paid by credit card at the time of purchase/import by selecting "Pay by Credit Card" when completing the initial purchase/import.
To pay by credit card at a later date:

1. Log into **Gym Sask Uplifter account -**
2. Navigate to **My Account** by clicking on your account name in the top right corner.
3. Select **Account** from the menu below your account information.
4. Click on **Make a Payment**, found under Overdue Payments.
5. Select the invoice(s) that you would like to pay
6. Use the **Select Payment Method** drop down to select **Credit Card**
7. Fill in the appropriate credit card information and click **Pay Account Balance**

Offline Payments:

Offline Payments can be made by cheque payable to Gymnastics Saskatchewan or etransfer to info@gymsask.com
Note: If paying by etransfer, please include the Club Name and what the payment is for in the note.

Uplifter Support: If you experience any difficulties, you can contact support@uplifterinc.com

GYMNASTICS SASKATCHEWAN

INSPIRE & EMPOWER CHAMPIONS

IN SPORT AND LIFE

Section 4: Coaching Policies

SECTION 4: COACHING POLICIES

PURPOSE

The purpose of this document is to provide technical information for Gymnastics Saskatchewan coaches which includes policies regarding minimum coach requirements for trained and certified coach status, policies pertaining to coaches and risk management regulations. This document is a resource for coaches to access when they have questions related to the National Coaching Certification Program and provide guidance to coaches on how to become a Community Sport Stream Gymnastics Coach and/or a Competition Stream Gymnastics Coach. This technical manual will provide information to coaches regarding how they can maintain their certification, provide resources for coaches, and provide grant information for coaches.

GENERAL COACHING POLICIES

- All clubs offering exclusively recreational or non-competitive/performance programs wishing to become members of Gymnastics Saskatchewan must retain the services of a Head Coach with a minimum NCCP Gymnastics Foundations or Level 1 Certification.
- All clubs offering competitive programs wishing to become affiliated with Gymnastics Saskatchewan must retain the services of a Head Coach with a minimum Level 2 certification (Technical, Theory and Practical) or Competition 1 Certified.
- All coaches participating in any sanctioned competition held in Saskatchewan must be at a minimum NCCP Level 2 Technical or Competition 1 trained. Coaches participating in Performance or Inter-Club events must be certified NCCP Gymnastics Foundations (or Level 1) or higher.
- All coaches participating in Saskatchewan Championships, Trials, or Provincial Selection/Qualifying Meets must be Certified Level 2 or Competition 1 Certified. Exemptions will be granted for one Saskatchewan Championship.
- Coaches 14 years and younger are encouraged to complete the Gym Canada Pre-CIT program. Coaches are permitted to attend and receive credit for Gymnastics Foundations courses when they are 15 years old. Certification cannot be obtained until the coach turns 16 years of age.
- An adult (age 18 or over, no certification required) must be present in the gym at all times, while classes are being held, when there are no coaches of legal age.
- Coaches not meeting the requirements must be working under the supervision of a coach with the appropriate certification of training.
- If a coach cannot meet the required certification, a request for a temporary exemption detailing the timeline for certification may be submitted in writing to Gymnastics Saskatchewan. This does not guarantee an exemption will be granted.

COACHING ON THE TRAMPOLINE POLICIES – Effective April 1, 2021

- For all programs using the trampoline, coaches must position themselves where they can directly supervise the trampoline at all times and coaches must hold the appropriate certification/training for the skills they are teaching.

- In all membership categories and gymnastics disciplines backyard trampolines cannot be used; the trampolines must be commercial grade for gymnastics.
- The use of trampolines for online training is strictly prohibited.
- Only one user on the trampoline at a time (with the exception for a trained coach who is spotting).

Recreational Trampoline Activities:

- Must have a minimum of Gymnastics Foundations (GF) Trampoline TRAINED coach directly supervising the gymnast on the trampoline.
- GF Trampoline Trained & Certified coaches are NOT permitted to teach inversions.
- Outside user group activities (including birthday parties) may use the trampoline one at a time, with direct supervision from a trained or certified coach; NO inversions allowed.
- GF Artistic & GF Active Start TRAINED coaches may use mini tramps in accordance with the training they received in each Gymnastics Foundations course.
- Trampolines must be modified with a mat on the bed for use in 0 to 3-year-old Active Start classes.

Inter-Club Trampoline Activities:

- Must have a minimum of GF Trampoline CERTIFIED coach to attend FAST Cat Level 1 & 2 competitions.
- Must have a minimum of Competition 1 Trampoline or Level 2 Trampoline TRAINED coach to attend FAST Cat Level 3 & 4 competitions.
- OR must have a minimum of GF Tramp TRAINED and Competition 1 Artistic TRAINED coach to attend FAST Cat Level 3 & 4 competitions.
- A Competition 1 Artistic or Trampoline or a Level 2 Artistic or Trampoline or higher CERTIFIED coach must provide indirect supervision to the trained coach.

Competitive Trampoline Activities:

- Must have a minimum of Competition 1 Trampoline or Level 2 Trampoline CERTIFIED coach for Level 1-4 Trampoline athletes to attend in province Invitationals and Saskatchewan Championships.
- Must have a minimum of Level 3 Trampoline TRAINED coach for Level 5-7, Jr & Senior trampoline athletes attending in province competitions.
- Level 3 Trampoline CERTIFIED status is required for coaches to attend out of province National level competitions.
- Using Trampoline as a training aid for Artistic Coaches while teaching inversions:
- Must be a minimum of Competition 1 Artistic CERTIFIED.
- OR must be a minimum of Level 2 Artistic CERTIFIED and Level 2 Trampoline TRAINED

TEMPORARY CERTIFICATION RECOGNITION

Coaches may apply for temporary certification recognition for certification requirements. The following rules will be applied, or the coach will not be sanctioned to be coaching in the requested capacity or allowed on the competition floor:

- No exemptions will be given for Gymnastics Foundations Introduction.
- A maximum of 12 consecutive months will be given once to any individual for Gymnastics Foundations Certification.
- Extensions MAY be considered on a case-by-case basis.
- No exemptions will be given for the Competition 1 WAG/MAG/TG/RG course.
- An individual may receive a 1-time exemption for Competition 1 Certification for 1 Saskatchewan Championship. The coach must complete their certification by the next Saskatchewan Championship.
- During the transition of Comp 2 RG and TG, exemptions MAY be considered on a case-by-case basis for Comp 2 training and/or Comp 2 certification.
- Some Competition 3 and Level 3 Certification exemptions are considered for Gym Canada events by Gym Canada but require a letter of support from Gymnastics Saskatchewan.

The link for the form to request for temporary certification can be found here:
Gymnastics Saskatchewan - Request for Temporary Certification Recognition

MINIMUM CERTIFICATIONS

NCCP Coaching Status	Description	Responsibilities & Requirements	Athlete Levels they Can Coach
Pre-Coach in Training (Pre-CIT)	Apprentice coach following the GCG Pre-CIT program Recommended minimum age is 13 years old	Pre-CIT can act as an assistant to a Certified or fully Trained Coach. Must be under the direct supervision of a Certified of fully Trained Coach (in the same group) Must complete Respect in Sport (RIS) online	Recreational programming Outside User Group programming
Gymnastics Foundations Coach in Training (CIT)	Have completed 1 or 2 GF courses and RIS Must be 15+ years old	CIT may have the opportunity to lead warm-ups and coach sections of the lesson. Must be under the direct supervision of a Certified or fully Trained Coach (in the same group) Must complete Respect in Sport (RIS) online	Recreational programming Outside User Group programming
NCCP Gymnastics Foundations Trained Coach (all disciplines)	Completed 3 Gymnastics Foundations courses (GF Intro, GF Theory, GF Discipline Specific) Must be 15+ years old	Can coach his/her own recreational group with a Certified Coach present in the gym. Coaches are REQUIRED to take the GF Trampoline course to teach or watch over any trampoline activities. Coaches are REQUIRED to take the GF Active Start course if they are coaching participants under 6 years old. Must complete Respect in Sport (RIS) online & recommended to complete Make Ethical Decisions (MED) online exam	Recreational programming Outside User Group programming CANGYM – Burgundy to Purple (GF Artistic)
NCCP Gymnastics Foundations Certified Coach (all disciplines)	Must be 16+ to certify Completed discipline specific portfolio review and video evaluation GF Workbook can be completed for 3 personal development points on certification	Required to be a Head Coach of a Recreational Club Can coach without supervision. (Coaches under 18 required the presence of an adult in the venue.) This is the only certification that coaches may choose to skip if they know they are going to continue to the competitive stream and become certified in Competition 1. Completed both online courses (RIS and MED exam)	*Includes levels listed above* Fun Meets & GFA Performances Inter-Club Events WAG Inter-Club Levels 1&2 and XCEL Bronze (GF Artistic) MAG Inter-Club (GF Artistic) Rhythm Cat (GF Rhythmic) FAST Cat Levels 1&2 (GF Tramp) Acro Levels 5&6 (GF Artistic)

NCCP Coaching Status	Description	Responsibilities & Requirements	Athlete Levels they Can Coach
NCCP Competition 1 (or Level 2) Trained Coach (all disciplines)	Completed the Comp 1 discipline specific course Completed Comp 1 Theory modules integrated into the discipline specific course & offered separate online Must be 16+ years old	Required to coach at all sanctioned Gym Sask in province competitions. No exemptions will be granted for Competition 1 training. Required to participate in inter-provincial competitions (RG, TG, WAG) and in-province invitationals (MAG) NCCP Competition 1 Tramp or Artistic or Level 2 Tramp Technical is required to coach any inverted skills on the trampoline. Acro coaches can be trained in WAG, MAG or TG until the Comp 1 Acro course is readily available.	*Includes levels listed above* CANGYM - Blue to Yellow WAG Inter-Club Levels 3-4, CCP Levels 3-6, XCEL Sliver/Gold/Platinum MAG Provincial 1-2 RG Provincial 1-6, Masters Levels TG FAST Cat Levels 3 & 4 Acro Levels 7-10, Youth, AG
NCCP Competition 1 (or Level 2) Certified Coach (all disciplines)	Completed Comp 1 evaluation (portfolio review & on-site or video evaluation) Level 2 Certified Artistic coaches transferred qualifications to receive Comp 1 Certified & Comp 2 Trained status	Required to be a Head Coach of a Competitive club Required to participate in Saskatchewan Championships, trials/selections, out of province invitationals (MAG), Westerns, and Saskatchewan Games. Level 2 Tramp or Comp 1 Tramp certification is required to coach at Western Canada Cup Acro coaches must be certified in Comp 1 WAG, MAG or TG to attend Acro Canadian Championships	*Includes levels listed above* Levels as listed above attending Saskatchewan Championships, inter-provincial competitions, TG Western Canada Cup & Saskatchewan Games TG Levels 1-4 Western, Canadian & World Gymnaestrada
NCCP Competition 2 Trained Coach (all disciplines)	Completed the Comp 2 discipline specific course Theory module is integrated into the course	Some coaching requirements have already changed for WAG & MAG and changes will be coming soon for RG & TG as we align the skills covered in the new coaching courses to the appropriate athlete levels.	*Includes levels listed above* CANGYM – Green to Gold WAG CCP Levels 7 & 8, XCEL Diamond, GymCan Youth Program MAG Provincial 3-5 RG National Novice, Pre-Junior, Junior & Senior
NCCP Competition 2 Certified Coach (all disciplines)	Completed Comp 2 evaluation (portfolio review, skill development videos & presentation at a workshop)	Competition 2 Certification will be required for Artistic Westerns in 2023 Required to coach National Level athletes at RG Westerns	*Includes levels listed above* Levels as listed above attending Saskatchewan Championships and Artistic Westerns

NCCP Coaching Status	Description	Responsibilities & Requirements	Athlete Levels they Can Coach
NCCP Competition 3 (or Level 3) Trained Coach (all disciplines)	Coaching course which includes some of the Level 3 Technical skills & new skills that have been created since the Level 3 course was made. 4 Competition Development Theory modules (offered separate through CAS): Coaching & Leading Effectively, Manage a Sport Program, Managing Conflict & Psychology of Performance	Required to coach National Stream athletes. Will be required to complete True Sport Clean 101 and CAC Making Headway eLearning module to attend Gym Canada events	*Includes levels listed above* WAG CCP Levels 9, 10 & HP, GymCan Novice Program MAG Aspire, Open, Junior, Senior Next Gen, Senior RG National Novice, Junior & Senior TG Levels 5-7, Junior & Senior
NCCP Competition 3 (or Level 3) Certified Coach (all disciplines)	Portfolio submission & observation during podium training	Required to coach at Canadian Championships, Elite Canada, Canada Games, Slonny Cup, Planet, and other National level competitions.	All levels in their respective discipline
NCCP Competition 4 Trained & Certified Coach (all disciplines)	Coaches must complete the Advanced Coaching Diploma as well as a sport-specific component through Gymnastics Canada Certification will include an assessment, evaluation at a National training camp, and developing a National Team Athlete	Required to coach at international competitions	All levels in their respective discipline

Becoming a Gymnastics Foundations Coach

Pre-Coach in Training	• Apprentice coach following the GCG Pre-CIT program (contact Gym Sask to obtain this document) • Intended for 13-15 year olds	• Pre-CIT can act as an assistant to a Certified Coach • Must be under the DIRECT supervision of a certified coach (in the same group)
Coach in Training (CIT)	• Have not completed any Gymnastics Foundations (GF) courses or may have completed 1 or 2 courses • 15 years old and older	• CIT may have the opportunity to lead warm-ups & coach sections of the lesson • Must be under the DIRECT supervision of a certified coach (in the same group)
GF Trained (15 yrs+)	• Have completed 3 GF courses (Theory, Intro, Discipline Specific) • GF Tramp course is required to supervise or teach any trampoline activities • GF Active Start course is required for coaching participants under 6 years old	• Can coach his/her own group with a Certified Coach present in the gym
GF Certified (16 yrs+)	• Completed discipline specific portfolio review & video evaluation (details in the Gymnastics Foundations Coach Evaluation Package) • Complete 10 week GF workbook for 3 PD points	• Can coach without supervision (coaches under 18 years old require the presence of an adult in the venue) • Required to be a Head Coach of a Rec club

Important: All Pre-CIT, CIT, Trained, Certified coaches (13 yrs+) must complete the online Respect in Sport (RIS) modules. Trained coaches are recommended to complete the Make Ethical Decisions (MED) online exam. Certified coaches are required to complete the MED online exam.

Gymnastics Foundations Certification is required to coach at Performances, Fun Meets and Pre-Competitive (Inter-Club) events.

SUGGESTED COACHING RATIO

MAX # OF PARTICIPANTS

Participant Age Group	Competitive Programs 1 Coach to:	Recreational Classes 1 Coach to:	Birthday Parties 1 Coach to:	School Programs (includes Daycare) 1 Coach to:	Performance Groups 1 Coach to:	Gymnastics Drop-In 1 Coach to:
3 - 18 months	N/A	10 max participants (plus parents)			N/A	Parent & Child Drop-In 20 max participants + parents/guardian (parent/guardian directed)
18 mths to 3 years	N/A	10 max participants (plus parents)			N/A	
3 - 5 years old	N/A	6 max participants	10 max participants	15 max participants, Teacher or Parent volunteers for every 5 participants	8 max participants	
6 - 11 years old	6-10 max participants The more advanced the skills, the lower the ratio should be. Higher level competitive may reduce the ratio lower than 1 coach to 6 athletes.	10 max participants	15 max participants	25 max participants, Teacher or Parent volunteers for every 8 participants	12 max participants	Parent & Child Drop-In 15 max participants + parents/guardian (parent/guardian directed)
12 + yrs		10 max participants	15 max participants	25 max participants, Teacher or Parent volunteers for every 8 participants	12 max participants	Teen/Adult Drop-In 15 max participants

Inclusive programs should consider the specific needs of the group or individual. In some cases, one on one with instructor, parent or teachers aid may be required. Please refer to the documents in the athletes with a disiblity section on the Gymnastics Saskatchewan website. These forms can help in determining the needs of each participant.

UNIFORM REQUIREMENTS

- Coaches on the competition floor shall adhere to the dress codes and any other regulations as stated in this policy or, if different, as stated in their respective technical policies:
- The following attire is required for each coach (artistic, acrobatic and T&T) during training, warm-up and competition at any sanctioned event: appropriate training suit (long pants and jacket); top: appropriate T-shirt, polo shirt (i.e. club or provincial shirt, no logos other than gymnastics logos) and/or training jacket; appropriate indoor sport footwear. Excluded items: hats, shorts, midriff tops, tank tops, ripped or torn clothing.
- The following attire is required for each coach (rhythmic) during all sanctioned events including Galas and competitions (during training, warm-up and performance/competition): Appropriate bottom: long pants, capris or skirt no more than 1" above the knee; appropriate top: club or provincial shirt, polo shirt, blouse, professional looking blazer or dressy type jacket or track suit jacket. Clothing choice must exclude hats, shorts, midriff tops, tank tops, ripped or torn clothing; no logos other than gymnastics logos; appropriate indoor footwear. High heel shoes are not recommended.
- In case of inappropriate clothing, a Gymnastics Saskatchewan representative will issue a verbal warning; if the situation is not corrected in the following 30 minutes, a $40.00 penalty will be levied; upon a second occurrence at the same meet, the coach may be asked to leave the floor.

FIELD OF PLAY INFRACTIONS

- Improper or unsportsmanlike behavior at a competition by an athlete, coach, judge or volunteer, which is considered unacceptable according to the FIG Code of Points, or the Code of Conduct as outlined in the Policy Manual or the rules generally accepted in the Canadian society will be immediately sanctioned by the Chief Judge, and/or the CEO, Technical Director, or a member of the Gym Sask Board of Directors. They will also determine if the offence is to be brought forward as a formal complaint under the Discipline Policies.
- Improper or unsportsmanlike behavior, including standing behind a judge(s) while an athlete is being evaluated by judges, unfounded or derogatory comments about the judges or the judging, etc. are subject to a sanction. Such an offense may be sanctioned by a verbal or written warning and/or a written reprimand. A series (three or more) of these minor offenses in the same competition will be treated as a serious offence.
- The sanctions in case of a serious offence are:
    - First offence during the entire competition: yellow card;
    - Second offence during the same competition $200.00 fine;
    - Third offence during the same competition: $300.00 fine, red card and possible removal from gym floor.
- A very serious infraction to the Code of Conduct may be sanctioned by immediate removal of access to training, warm-up and competition floor by the Chief Judge and/or the CEO, Technical Director, or a member of the Gym Sask Board of Directors. Additional sanctions may be imposed as per the Dispute Resolution Policy.

- If a coach is given a Yellow Card for one offense and then commits another offense, he/she will then be given a Red Card. It is not necessary to have repeated the same offense. If the coach has deliberately caused a disruption, they may be Red Carded immediately.

THE NATIONAL COACHING CERTIFICATION PROGRAM (NCCP) OVERVIEW



COACH CERTIFICATION

The National Coaching Certification Program certifies coaches who have demonstrated their ability to apply critically important competencies to coaching situations relevant to the stage of athletes they coach. This means that coaches must not only know about coaching but be able to demonstrate their ability to apply this knowledge in the coaching situation.

Coaches can be trained in any of the following eight coaching contexts, which are specific to the type of athlete they are working with, and can progress through to a "Master Coach" level in any context.

COMMUNITY SPORT

The **Community Sport – Initiation** context focuses on participants who are being introduced to a sport. In many sports this is very young children participating in the sport for the first time. In a few sports, initiation into the sport can occur with youth or adults. Participants get involved to meet new friends, have fun, and to learn a new activity. The role of the coach is to ensure a fun and safe environment and to teach the development of some of the "FUNdamentals" stage skills and abilities for participants.

The **Community Sport – Ongoing participation** context is typically for either youth participating in a recreational environment, or masters participants participating for recreation, fitness, and socialization reasons. The participants are in the Active for Life stage of long-term athlete development. The role of the coach is to encourage participants to continue their involvement in the sport.

COMPETITION

The **Competition – Introduction** context is designed for coaches of athletes moving from the FUNdamentals to the Learn to Train and Train to Train stages of long-term athlete development.

The **Competition – Development** context is designed for coaches of athletes ranging from the Train to Train to the Train to Compete stages of long-term athlete development.

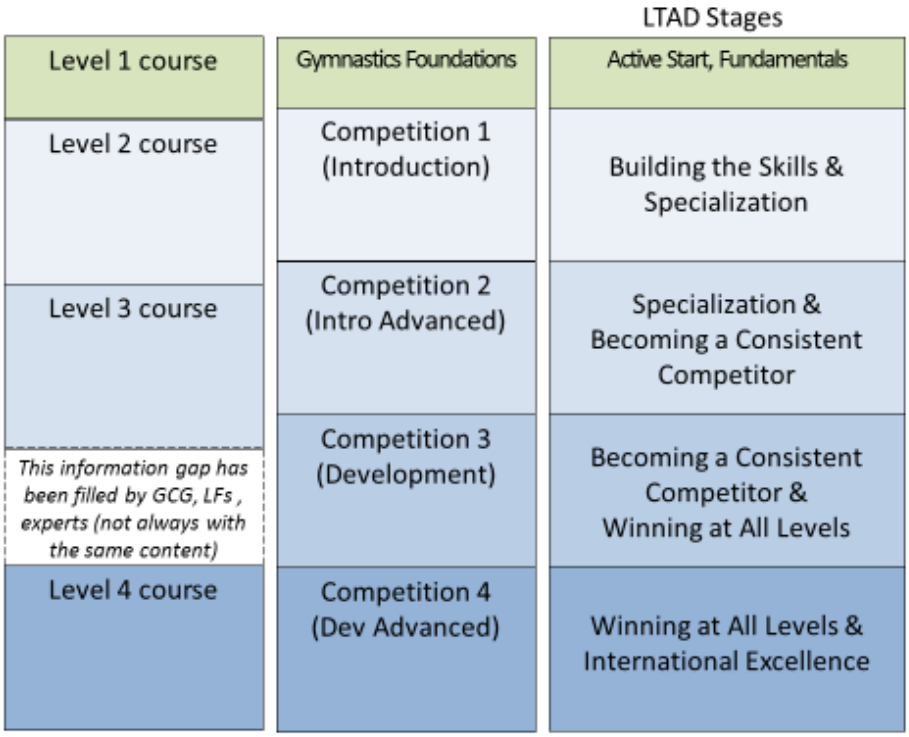
The **Competition – High performance** context is typically reserved for coaches of athletes in the Train to Win stage of long-term athlete development although there is the possibility of some phasing in of a Train to Compete athlete into the High Performance level because of the fluidity of the stages of long-term athlete development. Coaches in this context require specific skills and abilities in order to meet the needs of their athletes.

INSTRUCTION

Instructors in the **Instruction – Beginners** context are usually working with participants who are experiencing the sport for the first time through a series of lessons. Typically there's no formalized competition at this level — it's strictly about skill development and there is a short timeframe of interaction between the instructor and the participant.

Instructors in the **Instruction – Intermediate performers** and **Instruction – Advanced performers** contexts are very specialized and are specifically there to assist athletes crossing over from competitive sport to gain enhanced skills, and in some cases, tactical development specific to their sport.

NCCP LEVELS ALIGNMENT TO NEW NCCP TO LTAD STAGES



NCCP TRANSFER OF QUALIFICATIONS

- We are excited to announce that coaches with Levels-NCCP qualifications in Artistic Gymnastics have completed the transfer of qualification from the Levels NCCP to our new NCCP programming which places a renewed focus on lifelong learning.
- Coaches with Trampoline and Rhythmic Levels-NCCP qualifications will transfer at a later date.
- NCCP Transfer of Qualifications (summary for certified coaches):
    - Level 1 Certified = GF Certified
    - Level 2 Certified = Comp 1 Certified + Comp 2 Trained and can challenge Comp 2 evaluation
    - Level 3 Certified = Comp 3 Certified (must complete NCCP Comp 3 transfer course within 5 years of transfer to maintain Comp 3 Certified Status)
    - Level 4 Certified = Comp 4 Certified

If your coach qualifications include some trained statuses, please see the following chart to determine how your qualifications transferred:
http://www.gymcan.org/uploads/content/coaching/nccp_transfer_en.pdf

THE LOCKER

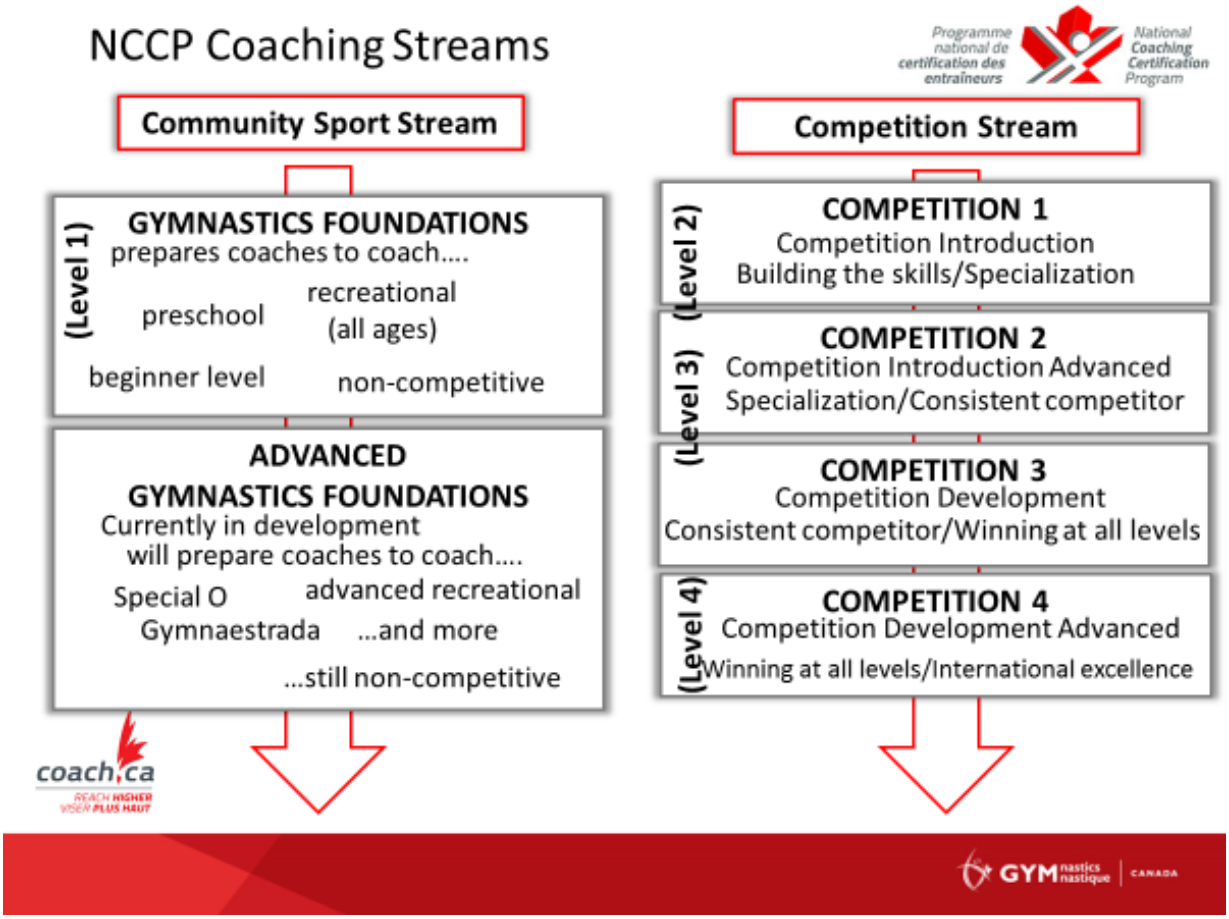
The Locker is an important tool that supports the efforts of all Canadians involved in coach education. Access to The Locker will provide all coaches with the opportunity to track their progress and guide their development. The Locker has been developed by the Coaching Association of Canada to support

its mission of enhancing the experiences of all Canadian athletes through quality coaching. Coaches with an NCCP Account can view/update personal information, coaching records, and access printable transcripts. NCCP Partners (like Gymnastics Saskatchewan) can access coach records in their sport, input coaching courses and personal development credits.

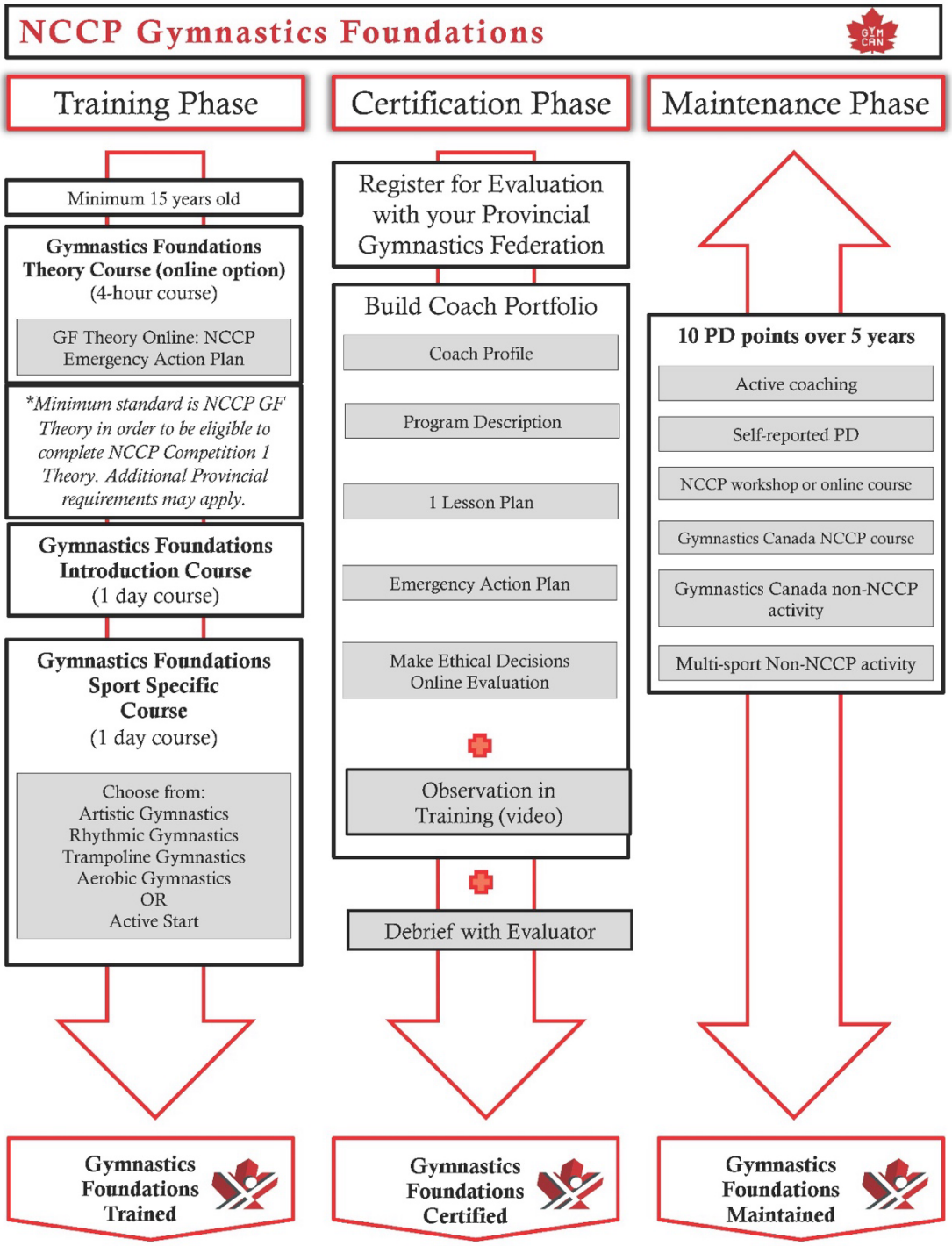
To access The Locker, go to the following link: https://thelocker.coach.ca

Prior to attending your first NCCP course, you will be asked to create an NCCP # in the Locker. To do this, you will simply go to the link above and click on "Don't have an NCCP#? Create one now!".
It is important to know your NCCP number, since your employer may request it to verify your NCCP training and certifications. You will also need to log into the Locker to complete the Make Ethical Decisions online exam, access e-Learning modules and record personal development points

NCCP GYMNASTICS COACHING STREAMS



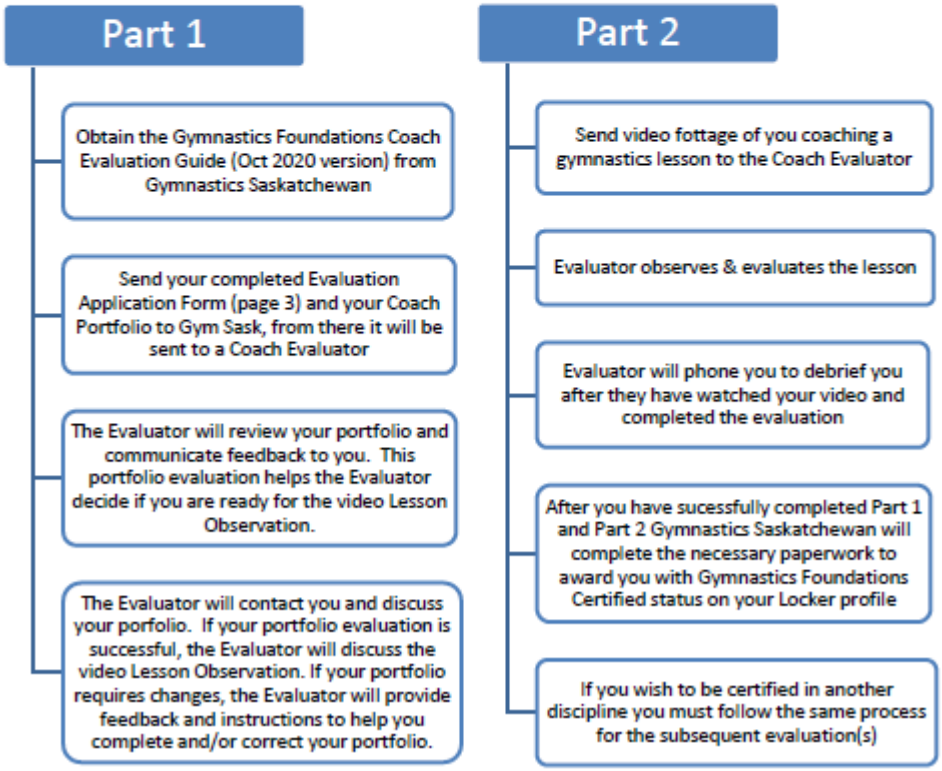
GYMNASTICS FOUNDATIONS CERTIFICATION PROCESS



Who should become Gymnastics Foundations Certified?

- Coaches who will be the head coach (or only coach) at a recreational club
- Coaches who will be designated as the supervising coach in the gym (maybe at a certain time: e.g. Birthday Party supervisor)
- Coaches who will be discipline specialists in their gym (e.g. only Rhythmic coach, Active Start specialist)
- Coaches who will be taking gymnasts to performances, fun meets and/or Inter-Club events. Note: A temporary certification exemption for Gymnastics Foundations Certification will be considered if the coach is planning to continue their coach education and complete the Competition 1 (or Level 2) training and certification.

Remember: Coaches who are aspiring to become competitive coaches may choose to skip the Gymnastics Foundations evaluation and attend the Competition 1 training. They will complete a similar evaluation process once they are ready to become Competition 1 Certified.



GYMNASTICS FOUNDATIONS COACH EVALUATION GUIDE

The link for the GF Coach Evaluation guide is: http://gymsask.com/wp-content/uploads/2020/10/GF-Coach-Evaluation-Guide-Gym-Sask-Oct-2020.pdf

GYMNASTICS FOUNDATIONS COURSE DESCRIPTIONS

Gymnastics Foundations INTRODUCTION – 8 hours

This one-day NCCP course is taught in the gym and is an active course. It is relevant to all gymnastics disciplines (Active Start, Artistic, Trampoline & Rhythmic). The course will cover the Fundamentals of gymnastics while developing Fitness abilities and having Fun.

Gymnastics Foundations THEORY – 4 hours
This 4-hour NCCP course will take place in a classroom setting or online and is applicable to all gymnastics disciplines. It will cover the modules Planning a Practice and Make Ethical Decisions. Upon completion of the THEORY course, all coaches should complete the online MED exam.

Gymnastics Foundations DISCIPLINE SPECIFIC – 8 hours
We are currently running 4 discipline specific NCCP courses. Each of these one-day courses will provide information specific to each discipline and will take place in a gym setting.

Disciplines include:

- **Active Start (AS)**
    - This course is designed for coaches working with preschool age children. Coaches are introduced to the AS approach, the AS child, the AS lesson and the AS program.
    - Coaches will be equipped to coach participants under 6 years old.

- **Artistic**
    - Coaches will learn Fundamental Movement Patterns (landings, stationary positions, locomotion, rotation, spring and swing) and basic skills specific to artistic gymnastics.
    - Coaches will be equipped to coach Recreational Artistic participants 6 years old and older.

- **Trampoline**
    - Coaches will learn progressions and safety tips for teaching basic jumps, body landing skills, adding twists before or after a skill and combination skills specific to trampoline gymnastics. This course does not include any inverted skills.
    - Coaches will be prepared to coach Trampoline participants 6 years old and older.

- **Rhythmic**
    - Coaches will learn about body posture, locomotion, apparatus manipulation for rope, hoop, ball, ribbon and scarves and basic skills specific to rhythmic gymnastics.

  Coaches will be prepared to coach Recreational Rhythmic participants 6 years old and older.

- **Parkour**
    - Coaches will learn the fundamental skills of parkour (landings, precision, crane, vaults, cat, lache, stride, tac, wall run) and how to incorporate these basics into speed courses, style courses, and skill challenges.
    - Coaches must complete the GF Intro, GF Theory & GF Artistic courses before taking this parkour specific course.
    - Coaches will be prepared to coach Parkour participants 6 years old and older.

GYMNASTICS FOUNDATONS ADVANCED

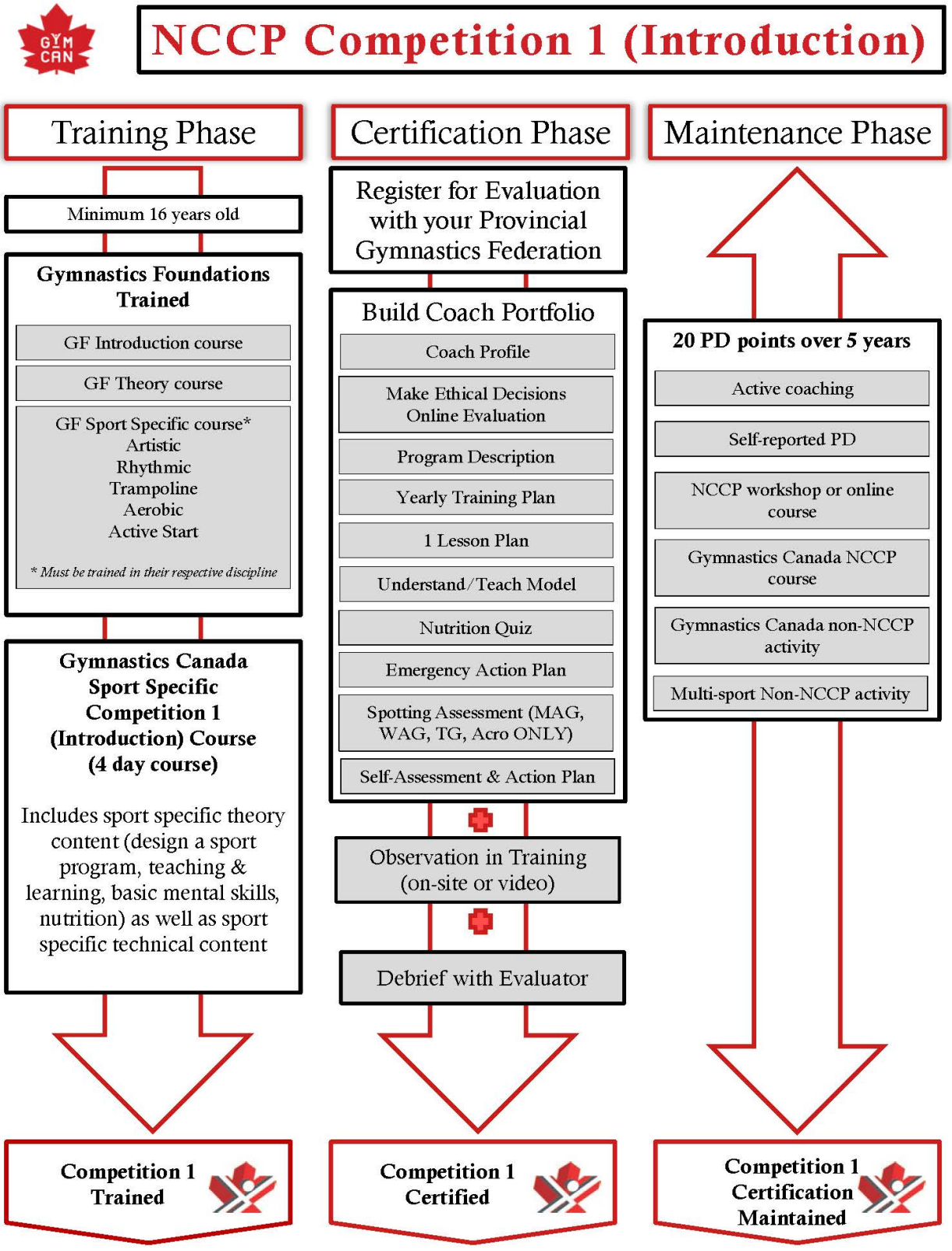
- The "Advanced Gymnastics Foundations" section of the Community Sport Stream is currently on hold. The first Gymnastics Foundations Advanced course to be developed will be GF Advanced Artistic.

- This will help bridge the gap between Gymnastics Foundations Artistic and Competition 1 WAG/MAG, since not all coaches intend to become pre-competitive/inter-club coaches but need more training to teach advanced artistic recreational skills.

MAKE ETHICAL DECISIONS

- All coaches who wish to become certified must complete the online Make Ethical Decisions exam. Coaches will receive the training to complete this exam by taking the Gymnastics Foundations Theory course.
- The MED online exam can be accessed through each coach's Locker profile at: https://thelocker.coach.ca
- On the left-hand side of the page, you will need to login with your NCCP# or email address and password. If you do not know your NCCP# or password, click on 'Lookup my NCCP#' or 'Forgot password' to have them send it to your email address.
- Once you are logged in, make sure that the Gymnastics Foundations Theory course is showing up in the Certification section of your Locker profile. If it is not yet showing in your certifications please wait until you see it there, otherwise you will be required to pay for the exam. Once your GF Theory course is showing in the Certification section of your Locker profile, click on the 'eLearning' tab. Then select "Make Ethical Decisions Online Evaluation."
- Select the stage of athletes from the right that you work with most often, click 'Begin' and complete the evaluation.
- There are two parts to the exam: Scenario One and Scenario Two
- It will take between 30 and 40 minutes to complete the evaluation. If you exit part way through the exam your answers will be saved, and you can return to where you left off the next time you login.
- A passing grade is 75%. Since you took the MED Training within the Gymnastics Foundations Theory course you will have unlimited attempts to pass the evaluation.
- Once you have successfully completed the evaluation, your NCCP Transcript in The Locker will be updated automatically.
- If you completed the Level 1 Theory module, it did not include the MED module. You have 2 options for completing the MED online exam:
- Complete the MED module (half day of the GF Theory course = 2 hours), then complete the MED online evaluation for free
- Go directly to the MED online evaluation – cost is $85, for 2 attempts at passing. If, after 2 attempts, you have not received a passing grade of 75%, you must complete the MED training module.

COMPETITION STREAM CERTIFICATION PROCESS



The Competition Stream Coach Pathway has not been completed for all the gymnastics disciplines. Some of the gymnastics disciplines are still in the process of transitioning from the Levels NCCP pathway to the Current NCCP. Eventually, all disciplines of gymnastics will follow the same competition stream coach pathway flowing through Competition 1 to Competition 4.

COMPETITION 1 TRAINING

COMPETITION 1 WOMEN'S & MEN'S ARTISTIC

Coaches who are Gymnastics Foundations Artistic trained OR certified and are aspiring to become pre-competitive coaches or wish to teach advanced recreational skills should attend the NCCP Competition 1 coaching course for Women's or Men's Artistic Gymnastics. In the next few years, we hope that the Gymnastics Foundations Advanced Artistic course will be developed in the Community Sport Stream so that advanced recreational coaches will be able to continue their education in that stream instead of having to transfer to the Competition Coach Stream where not all the Competition 1 course content will be relevant to their coaching needs.

The Competition 1 Course is a 4-day course that will include gender neutral modules (tumbling, general bars, vault), gender specific apparatus (WAG – beam, artistic prep, uneven bars & MAG – rings, pommel, parallel bars), the Competition 1 (Competition-Introduction) Theory modules (Teaching & Learning, Designing a Basic Sport Program, Basic Mental Skills, and Sport Nutrition). Prior to attending the Competition 1 course coaches will be required to complete a Pre-Course Workbook that they will receive access to from the Gym Sask Program Manager. The Gym Sask Program Manager will provide coaches with access to the videos and PowerPoint slides for the course that they will be required to access throughout the course.

It is recommended that all coaches compete the Gymnastics Foundations Trampoline course prior to attending the Competition 1 WAG or MAG course, but the GF Tramp course is not a pre-requisite to attending this course.

COMPETITION 1 TRAMPOLINE GYMNASTICS

Gymnastics Foundations Trampoline trained or certified coaches who are aspiring to coach inter-club trampoline gymnasts are required to take the Competition 1 Trampoline course. This course has replaced the Level 2 Trampoline Technical course and has integrated the necessary theory requirements for this level. It will be a 4-day course which includes trampoline, double mini, tumbling, and the Competition 1 (Competition-Introduction) Theory modules (Teaching & Learning, Designing a Basic Sport Program, Basic Mental Skills, and Sport Nutrition).

COMPETITION 1 RHYTHMIC GYMNASTICS

Gymnastics Foundations Rhythmic trained or certified coaches who are aspiring to coach inter-club rhythmic gymnasts are required to take the Competition 1 Rhythmic course. This course has replaced the Level 2 Rhythmic Technical course and has integrated the necessary theory requirements for this level. It will be a 4-day course which includes hoop, ball, rope, and the Competition 1 (Competition-Introduction) Theory modules (Teaching & Learning, Designing a Basic Sport Program, Basic Mental Skills, and Sport Nutrition).

COMPETITION 1 ACROBATIC GYMNASTICS

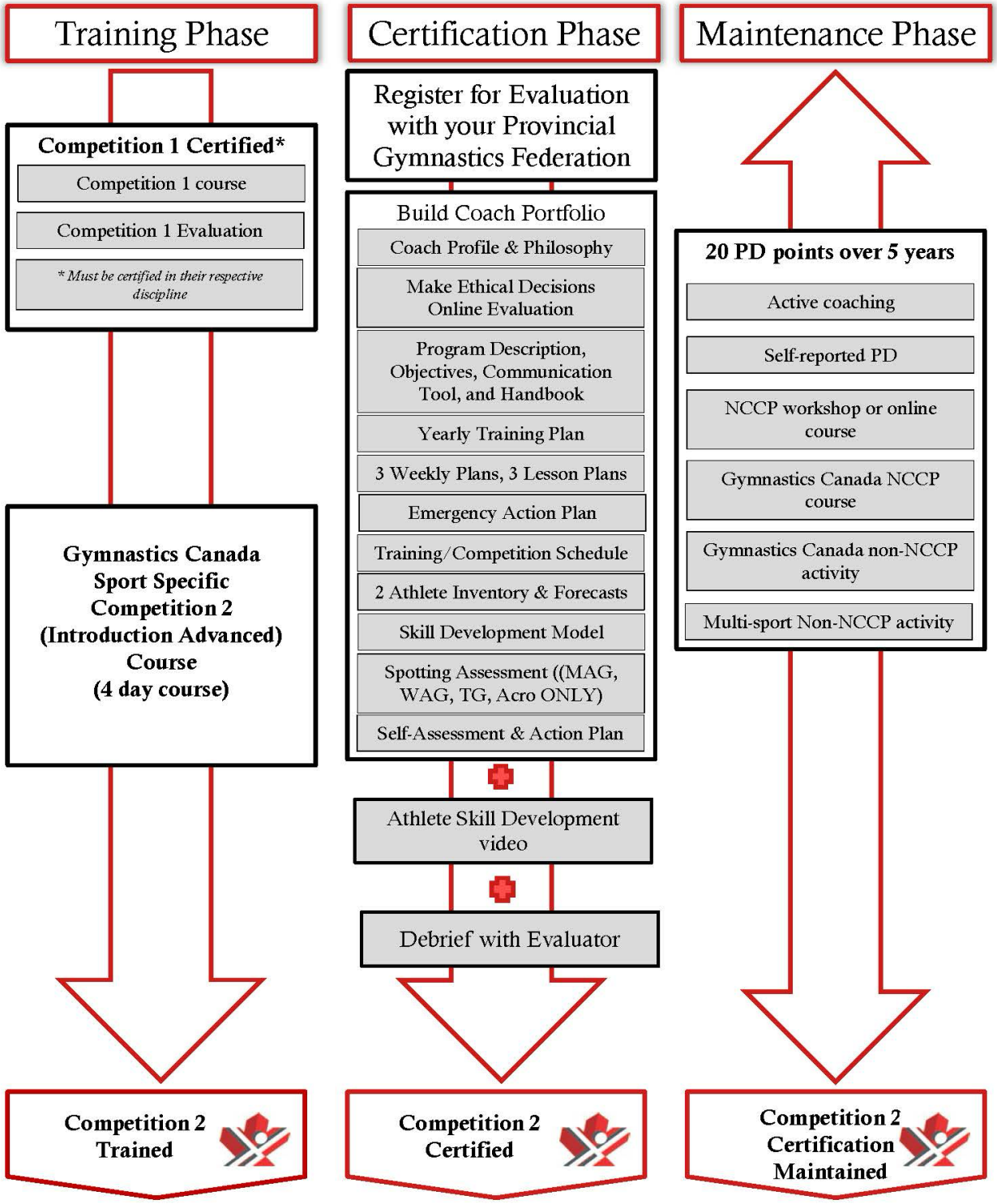
The second pilot of the Competition 1 Acrobatic course took place in January 2023 and once it receives final approval, we will be able to run this course in our province. Coaches will need to be a minimum of Gymnastics Foundations Artistic trained to be eligible to attend. The Comp 1 Acro course will focus on skills unique to acrobatic gymnastics (balances, agilities, tosses, catches).

COMPETITION 1 CERTIFICATION

To become Competition 1 Certified coaches must complete a portfolio review, receive a pre-brief on their marked portfolio and then complete an on-site or video evaluation of them coaching a lesson and then receive a debrief on their lesson. All coaches will be required to complete the online Make Ethical Decisions exam before they can apply for certification.
To access the Competition 1 Coach Evaluation Guidelines for Success, follow this link: Comp-1-Coach-Evaluation-Guidelines-for-Success-Mar-2020.pdf (squarespace.com)
To access the Competition 1 Coach Evaluation Templates, follow these links:
WAG & MAG: Comp-1-WAGMAG-Coach-Evaluation-Templates-Mar-2020.pdf (squarespace.com)
Trampoline: Comp-1-Tramp-Coach-Evaluation-Templates.pdf (squarespace.com)
Rhythmic: Competition-1-RG-Coach-Evaluation-Templates+ryhthmic.pdf (squarespace.com)

Competition 1 Certified coaches are required to collect 20 personal development points over 5 years. For more information on personal development points, see the maintenance of certification section of this document.

NCCP Competition 2 (Introduction Advanced)



COMPETITION 2 TRAINING & CERTIFICATION

WOMEN'S & MEN'S ARTISTIC GYMNASTICS

Coaches who are Competition 1 or Level 2 Certified may attend this 3-day Competition 2 course. It will include some of the more difficult skills from the previous Level 2 WAG/MAG Technical course as well as many of the skills from the previous Level 3 WAG/MAG Technical course.

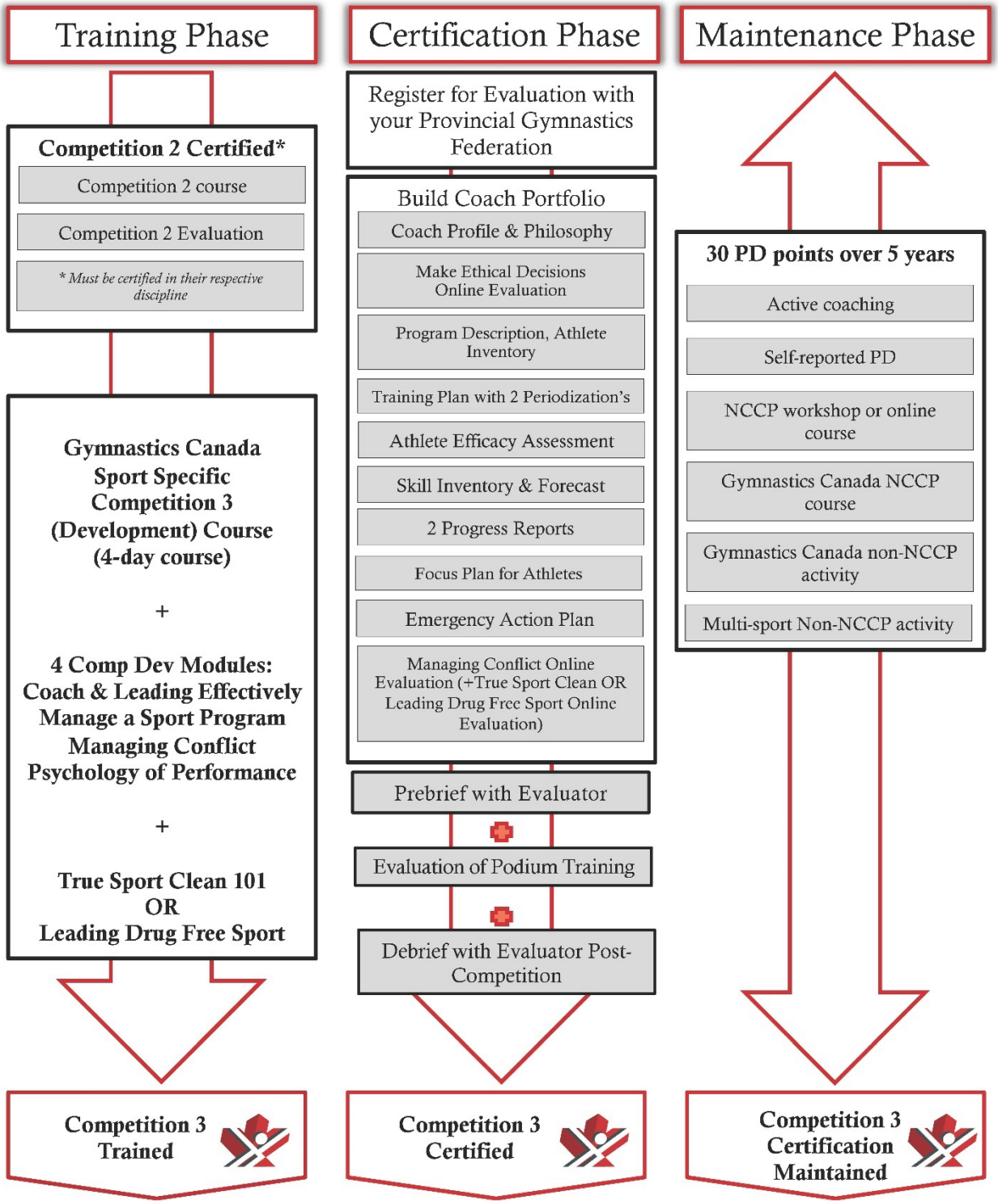
This course will include an expansion of the Designing a Basic Sport Program theory module covered in the Competition 1 course.

- To become certified in Competition 2, coaches will be required to complete a portfolio and skill presentation (like the Level 3 Practical for WAG/MAG, this may be in a workshop format or video submission). To access the Competition 2 Coach Evaluation Guidelines for Success, follow this link: Comp-2-Coach-Evaluation-Guidelines-for-Success-Mar-2020-1.pdf (squarespace.com)
- To access the Competition 2 Coach Evaluation Templates, follow this link: Comp-2-WAG-MAG-Coach-Evaluation-Templates-Mar-2020.pdf (squarespace.com)
- Competition 2 Certified coaches are required to collect 20 personal development points over 5 years. For more information on personal development points, see the maintenance of certification section of this document.

TRAMPOLINE & RHYTHMIC GYMNASTICS

The Competition 2 courses for Trampoline & Rhythmic Gymnastics are finishing up their pilot courses and are transitioning towards receiving final approval. Once final approval is achieved, and we have a fair number of coaches who have completed their Competition 1 Certification we can host Competition 2 Tramp and Rhythmic courses in our province. These courses will follow a similar format to the WAG & MAG Comp 2 course.

NCCP Competition 3 (Development)



COMPETITION 3 TRAINING & CERTIFICATION

WOMEN'S & MEN'S ARTISTIC GYMNASTICS

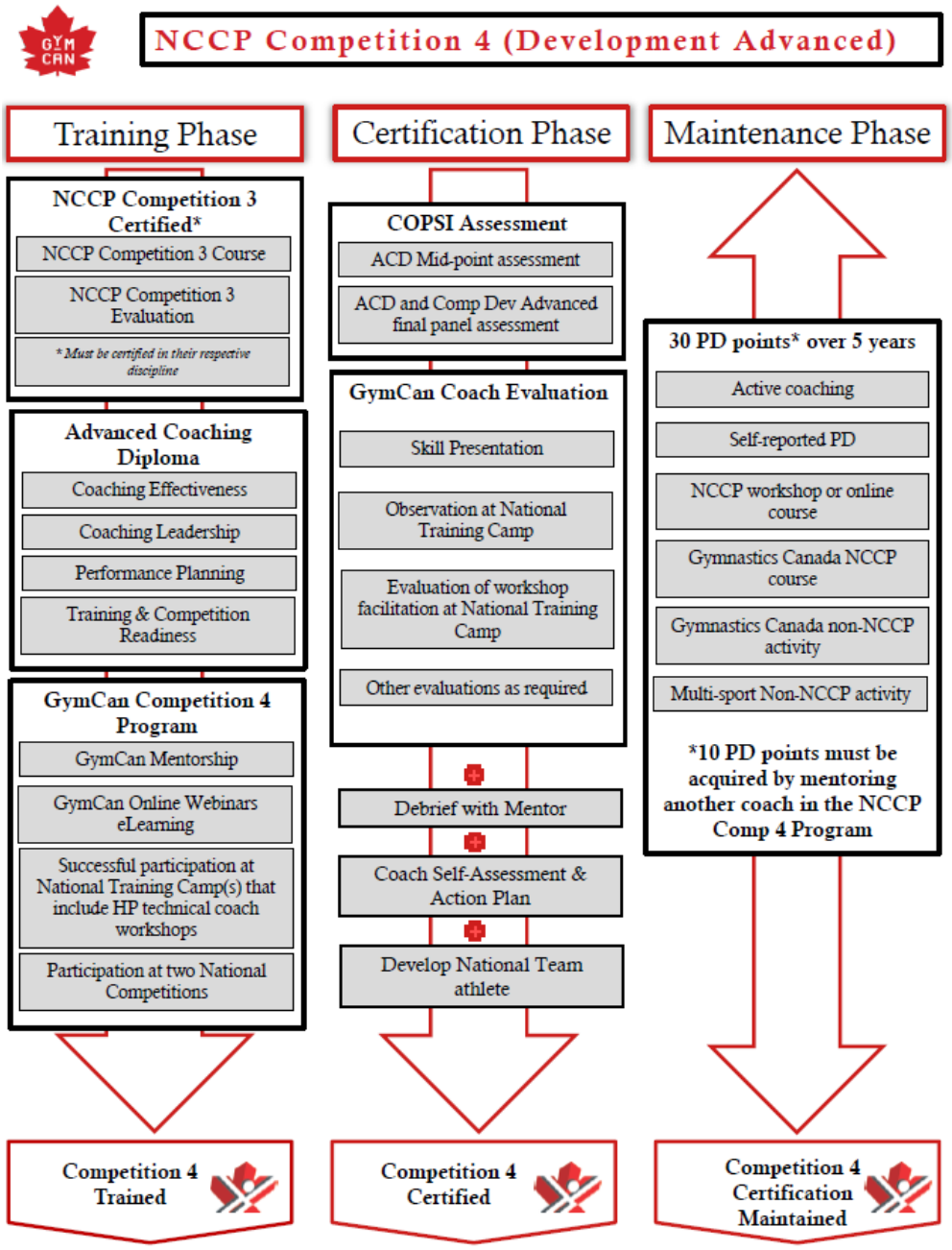
The Competition 3 course for Women's & Men's Artistic Gymnastics will include the remaining skills from the previous Level 3 WAG/MAG Technical courses and will include new skills that have been invented since that course was created. It will be a 4-day course with content on all the competitive apparatuses for each discipline.

Coaches will also be required to complete the following Competition-Development multi-sport Theory modules through Coaches Association of Saskatchewan:

- Managing Conflict
- Psychology of Performance
- Coaching & Leading Effectively
- Manage a Sport Program
- Coaches will need to complete the online True Sport Clean 101 requirement as well.
- Once coaches have completed the Competition 3 course and all the required theory modules, they will be eligible to complete the evaluation component for certification. The Competition 3 evaluation will include a portfolio and observation during podium training. This component is currently in development.
- Competition 3 Certified coaches are required to collect 30 personal development points over 5 years. For more information on personal development points, see the maintenance of certification section of this document.

TRAMPOLINE & RHYTHMIC GYMNASTICS

The Competition 3 courses for Trampoline & Rhythmic Gymnastics are in development. The content in the Competition 2 Trampoline & Rhythmic courses have included most of the skills that were covered in the Level 3 course for each of these disciplines. The Competition 3 course will include all new skills which have been created after the Level 3 course was written.



COMPETITION 4

This course always includes the most current content for all disciplines. Coaches will be required to complete the Coaches Association of Canada Advanced Coaching Diploma course. Then they will participate in sport-specific training offered by Gymnastics Canada.

The sport-specific training will include mentorship, online webinars, participation at National Training Camps and participation at National Competitions. To become Certified in Competition 4, coaches must complete an assessment, evaluation and develop a National Team athlete.

Competition 4 Certified coaches are required to collect 30 personal development points over 5 years.

For more information on personal development points, see the maintenance of certification section of this document.

MAINTENANCE OF CERTIFICATION

Coaches Association of Canada has recognized that "maintenance of certification, through proof of ongoing learning (Professional Development) and active coaching is viewed as essential to athlete performance and the integrity of the NCCP. The Levels-NCCP was sometimes criticized because a coach could continue to be "Certified" even if they had not coached for several years or did not keep their coaching knowledge up to date."

Collecting Personal Development (PD) points is important for certified coaches to stay up to date with current information and trends. As of January 1st, 2014, CERTIFIED gymnastics coaches will have a 5-year certification renewal period after the date they are certified to accumulate their required PD points. At this time, this policy only applies to coaches who are certified in the current NCCP system.

Current NCCP Context	Period for Renewal	PD Points Required
Gymnastics Foundations	5 years	10 points
Competition 1 (Introduction) Competition 2 (Introduction Advanced)	5 years	20 points
Competition 3 (Development) Competition 4 (Development Advanced)	5 years	30 points

Gymnastics Foundations certified and Competition 1-4 certified coaches can log into their Locker profile at https://thelocker.coach.ca/ click on 'Certification' at the top of the screen and then 'Maintenance' along the left-hand side of the screen to view their PD points break-down.
The transfer of certification has taken place for Artistic Coaches, so as of June 1, 2021, all Artistic certified coaches must collect PD points over a 5-year period.

Currently, certified Level 1, 2, 3 and 4 Rhythmic & Trampoline coaches are not required to collect PD points, but this will change once the transfer of levels to the current NCCP context has taken place.
If you are certified in more than one discipline (or sport) your accumulated points will apply to all disciplines and sports.

Ways to obtain Personal Development (PD) points include:

	Active Category	Points	How to Record PD Points	Limitations
Sport Specific	Active Coaching OR Active Coach Developer	1 point/year for every season coached OR 1 point/year for Coach Developer activity (LF, CE, MCD)	Coaches must self-report their Active Coaching in their Locker profile ('Certification' 'Self-Report' 'Active Coaching') Coach Developer Activity is recorded automatically as your name appears on courses and evaluations	To a maximum number of points equal to the number of years of the certification renewal period, e.g. 5 points, for 5 years
	NCCP Activity	5 points/training module or evaluation event (Any GCG NCCP course/evaluation or GCG Coach Developer Training)	Points will automatically appear when the course or evaluation is approved in The Locker	No maximum or minimum
	Non-NCCP Activity	1 point/hour of activity up to 3 points maximum Examples include: High Five Workshops, provincial workshops, Technical Committee Meetings, congress, symposium or training camp, active judging, judge training	The sport specific learning activity must be submitted by the Provincial Sport Organization (PSO) and approved by Gymnastics Canada and CAC prior to the event. After the event takes place the PSO will record the event in The Locker and credit the attendees	No maximum or minimum
	Coach Self-Directed Activity	3 points for the 5-year certification period Examples include: Safety or First Aid course, University/College course, Officials Training, Conference/Seminar	Coaches must self-report their Self-Directed learning in their Locker profile ('Certification' 'Self-Report' 'Coach Self-Report'). The duration of the activity determines the amount of points for the event with a 3-hour (3 point) maximum.	Maximum of 3 points for the 5-year certification renewal period
	Gymnastics Foundations Workbook	3 points after completion confirmed	Workbook submitted to Gym Sask and evaluated by an evaluator. PSO will record points in the Locker.	May only receive once
	Re-Evaluation in Context	100% of the points required for PD credit in the context	Points will appear automatically when the evaluation is approved in The Locker	No other PD is required if a coach chooses re-evaluation
Multi-Sport	NCCP Activity	5 points/training module or evaluation event Examples include: Comp-Dev Theory modules, eLearning modules in The Locker, Aboriginal Coaching modules	Points will appear automatically when the module is approved in The Locker	No maximum or minimum
	Non-NCCP Activity	1 point/hour of activity up to 3 points maximum	The activity would need to be approved by CAC first, then the event organizer would have to enter the activity in The Locker and credit the attendees	To a maximum of 50% of the required PD credit for the context in the 5-year certification renewal period

Coaches who do not complete their PD points by December 31st of the last year of the cycle as defined by the National Sport Organization and the date the coach was certified will not have their certification renewed in the Locker. Their Locker transcript will be marked with the timeframes when their certification was valid and have "Not-Renewed" added to the status.

Having a not-renewed status may make coaches ineligible to coach certain levels or attend competitions. To receive certified status again, the not-renewed coach must complete the remaining PD points or become re-evaluated in their context.

For more information about PD points go to:
Maintenance of Certification | Coaching Association of Canada | Association canadienne des entraîneurs

LONG TERM ATHLETE DEVELOPMENT MODEL

The Long-Term Athlete Development (LTAD) model is a framework for an optimal training, competition, and recovery schedule for each stage of athletic development. Coaches who engage in the model and its practices are more likely to produce athletes who reach their full athletic potential. LTAD supports the four goals of the Canadian Sport policy and of Gymnastics Saskatchewan and Sask Sport:

- Enhanced Participation
- Enhanced Excellence
- Enhanced Capacity
- Enhanced Interaction

LTAD reflects a commitment to contribute to the achievement of these goals. LTAD is participant-centered, coach-driven, and administration, and sport science supported. Athletes who progress through the stages of LTAD experience instruction, training and competition in programs that have been developed in consideration of their specific biological and developmental needs.

Each sport in Canada has adopted and some have modified the Sport Canada model to fit their specific needs. Follow this link to view our LTAD developed by Gymnastics Canada: LTDM on Coach Education / Formation des entraîneurs | Trello

It is important for coaches to understand the Gymnastics Canada LTAD and use it to guide their coaching decisions for all the athletes they train from Active Start to Gym for Life. It will help ensure that all the children going through your programs become physically literate, and that they are athletic, healthy, and strong.

PARTICIPANT DEVELOPMENT MODEL (PDM) OF GYMNASTICS

The PDM describes the structure of gymnastics in Canada. It helps us understand the types of participants and their reasons for being involved in gymnastics. The PDM describes how participants can progress according to their age, ability, and level of interest. In the PDM chart on the next page:

There are 7 different gymnastics disciplines; they are listed in alphabetical order:

Acro: Acrobatic Gymnastics
Aero: Aerobic Gymnastics
MAG: Men's Artistic Gymnastics
Parkour
RG: Rhythmic Gymnastics
TG: Trampoline Gymnastics
WAG: Women's Artistic Gymnastics

There are two streams of participation in gymnastics:

- Community sport stream
- Competition stream

*Gymnastics has decided not to use the NCCP Instruction Stream since the Community Sport stream fits better with our sport for recreational gymnastics.

Within each stream are several contexts, which can be defined by level of performance, age group or other special considerations.

- Dotted lines indicate potential for entry to or mobility between streams.
- Arrows indicate entry opportunities into a stream.
- Ages reflect the "average" entry age for participants in a stream.

Community Sport Stream:

Virtually all participants enter gymnastics through a community sport or club Gymnastics for All (recreational) program.

- There is no upper or lower age limit to Gymnastics for All.
- This stream includes Active Start (6 weeks to 5), child (6 to 12), teen (13 to 19), adult, and senior gymnastics, and gymnastics for participants with a disability.
- Active Start is considered a subset of Gymnastics for All and is an important entry point for many participants. Active Start gymnasts have unique age-group characteristics and are shown as a separate participant grouping in the model.
- This stream has a large and varied population engaged in many types of activities based on traditional recreational multi-discipline programs and many other non-traditional gymnastics apparatus.
- These activities are not merely feeder systems for competitive gymnastics programs. Rather they are important and justifiable ends in themselves and part of a lifelong active lifestyle.

Competition Stream:

This stream includes the Provincial Competitive Stream and the National/High Performance Competitive Stream categories, in each gymnastics sport.

- Younger competitive gymnasts may move from one gymnastics sport to another (e.g. from WAG to TG, from RG to Acro) for a variety of reasons (growth, interest, ability, friends, etc.).
- By the age of 10 to 16 (depending on the discipline), competitive gymnasts are normally identified as either provincial, national, or high-performance competitive stream and there is less mobility between competitive streams or gymnastics sports until retirement from competitive gymnast.

