

# IGA Event/Competition Sanctioning FAQs

## Contents

Introduction .....	1
Why should I get my invitational / inter-club competition sanctioned?.....	1
What are the costs? .....	1
What help will I get? .....	2
Why do competitors need IGA Membership? .....	2
What are my duties in full at a sanctioned event? .....	3
Printing.....	3
Incidents.....	3
Insurance.....	3
Risk Assessment .....	4
Maintaining the image of the sport.....	4
Providing a positive competitor experience .....	4

## Introduction

Below are some answers to questions you may have about having your event sanctioned by Independent Gymnastics (IGA). If you have further questions, please contact [competitions@igauk.com](mailto:competitions@igauk.com) or [info@igauk.com](mailto:info@igauk.com)

## Why should I get my invitational/inter-club event?

We want to make sure that events and competitions are safe for all involved. One of the main factors for having your event sanctioned, is to make sure that it will be covered under the IGA insurance policy.

## What are the costs?

There is no charge to have your event sanctioned by IGA. HOWEVER there are a few things you must fulfil to ensure your event is eligible for sanctioning and that you will be covered by the IGA Insurance policy. This includes:

- All competitors must hold membership with IGA.
- You must complete a risk assessment.
- You must have a first aid plan and report any serious accidents to IGA.

## What help will I get?

IGA can provide template documents and a letter will be emailed directly to you on approval of your event being sanctioned. A copy of the Evidence of cover can also be emailed upon request, alternatively this can be downloaded from the documents section of the IGA portal. IGA will also advertise your event on the competitions page of our website, along with listing under events on our social media channels.

In general, IGA will not get involved with the details of the event. The host club of a sanctioned event will be responsible, for the receipt of all monies and administrative matters related to running an event. IGA may be able to offer some advice.

## Why do competitors need IGA Membership?

IGA membership provides public liability insurance as well as personal accident cover. If you wish to use the IGA insurance policy for your event, it is essential that participants have IGA membership. This is about protecting everyone. Running events without insurance comes at a significant potential risk for everyone involved.

If your event involves people who are new to IGA they are covered for up to two 'taster sessions' before needing to purchase membership. You must commit to taking a proper register to monitor this.

## What are my duties in full at a sanctioned event?

### Printing

The following documents should be printed and be on hand at your event:

Evidence of cover document

Multiple copies of your club or IGA accident forms

Your risk assessment and First Aid Plan

### Music

All music used during your competition must conform to the relevant licensing requirements. Details can be found at <https://www.ppluk.com/music-licensing/>

Music used during an athlete's floor routine must conform to IGA competition rules.

### Incidents

You MUST tell IGA about any serious incidents or injuries. Things you should report include the following or similar:

- Someone requires a visit to hospital.
- Head injury
- Dislocation and/or broken bones
- A non-competitor at the event is involved in an incident.

When there is an accident resulting in an injury the following steps must be taken to record and report the injury:

- The injury must be recorded as soon as possible, using the printed form.
- A copy of the form must be emailed to [competitions@igauk.com](mailto:competitions@igauk.com) within 48 hours.
- The form is kept in your accident book.

### Insurance

You MUST have a printed copy of the evidence of cover document available at the event, should anyone require to see the document. Please note, whatever happens at an event, it is a condition of the insurance policy, that you (and others working on behalf of your club or IGA) do not accept blame or liability for anything that occurs. This is a matter for the insurance company to determine.

As part of the insurance requirements, you must comply with existing rules and regulations to ensure the safety of athletes is upheld. This is including but not limited to coaches being suitably qualified for the moves being performed, coach to participant ratios are observed correctly.

### Risk Assessment

As with regular gymnastics activities, you must complete ensure a recent risk assessment has been completed prior to the event, to identify and address any potential risks that may be encountered by those attending. This risk assessment should be kept with you on the day.

### Maintaining the image of the sport

At a sanctioned event, every effort must be made to avoid any offensive or discriminatory behaviour. For example, this would include the name of the event, and the general behaviour of, officials, coaches, and athletes. It is important to consider the image of the sport as well as that of IGA when running sanctioned events, both to passers-by, spectators and to the venues we use.

### Providing a positive competitor experience

It is essential that a positive event is provided to competitors, as there will be people of all ages at the event, and it is at the core of IGA, that competitors have a Fun, safe environment to compete in.