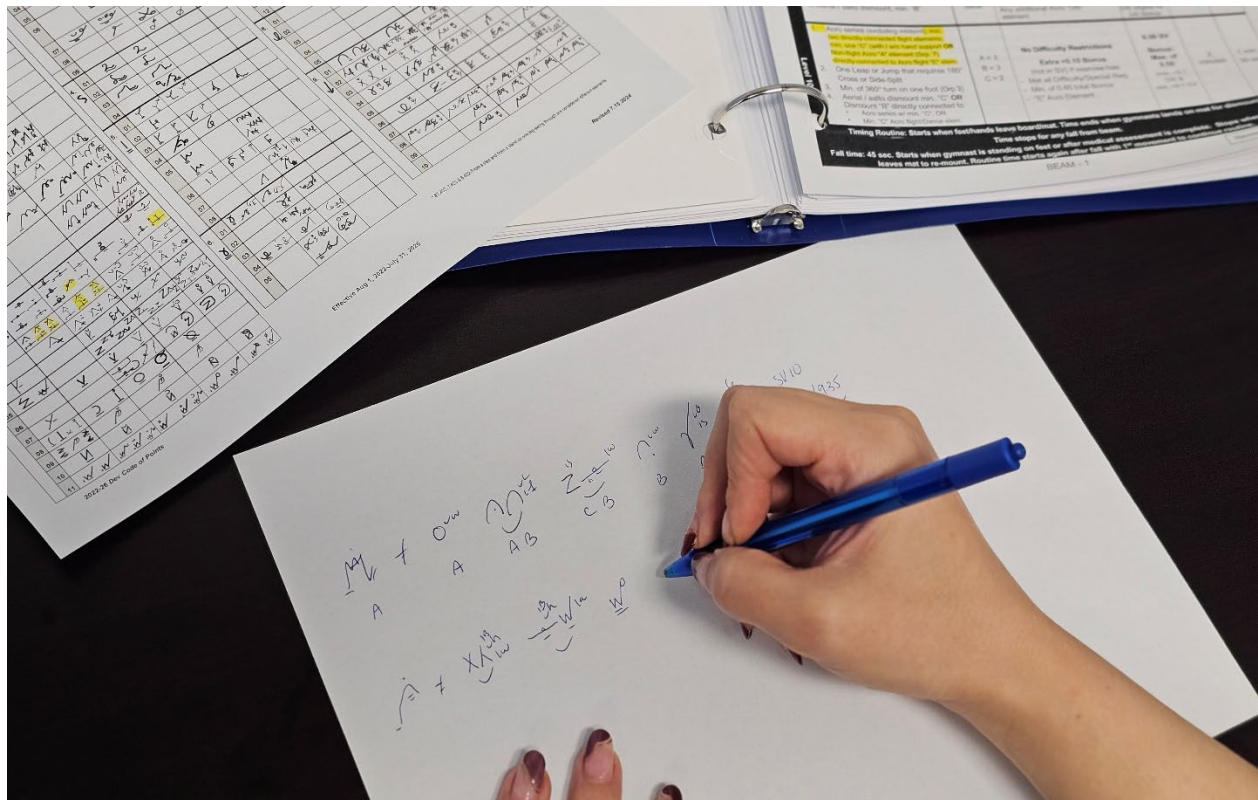




WAG JUDGES' HANDBOOK 2024 – 2025



Last Update: October 2024

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2024-2025 WAG COMMITTEES

Women's Technical Committee Members - WTC

WTC Chair	Jesse Jakins	jessejakins@gmail.com
WTC Vice Chair	Jennifer Dober	yawnifer@gmail.com
Judging Chair	Adriana Schemel	adrianaalexis@msn.com
Athlete Representative	Angelique Gates	angeliquenikita@icloud.com
HP Representative	Nancy Beyer	nancy@clubaviva.ca
CCP Representative	Heather Ivanitz	heatherivanitzgym@gmail.com
Xcel Representative	Vacant	
Member at Large	Chris Sheremeta	csheremeta@gmail.com
Member at Large	Tiffany Tse	mcstiffany@gmail.com
WAG Program Manager (non-voting)	Momona Komagata	wag@gymbc.org
PPA (non-voting)	Jared Goad	jaredgoad@gmail.com

Women's Judges' Committee Members - WJC

Chair, Online Comm/Docs, Treasurer	Adriana Schemel	adrianaalexis@msn.com
Secretary, Zone 1, 7, 8 Liaison	Lisa Laundry	lisajlaundry@gmail.com
HP Liaison	Gordon Bennett	gordonmbennett@gmail.com
Xcel Lead	Kaitlynn Ellis	kaitlynn.marie1989@gmail.com
New Judge Mentor	Cyndi Fairbrother	cyndi_fairbrother@hotmail.com
Judging Assignments, Judges' Cup	Kerrie Turner	kerrieandscott@shaw.ca
Assessment Coordinator	Anna Mataganova	mataganova@shaw.ca
GymBC Coach and Judge Development Coordinator (non-voting)	Bobbie Worrall	judging@gymbc.org

Zone Judging Chairs

Zone 1	Kootenays	Tara Watt	tara.m.watt@gmail.com
Zone 2	Thompson-Okanagan	Kim Dennis	kimmydennis@yahoo.ca
Zone 3	Fraser Valley	Cyndi Fairbrother	cyndi_fairbrother@hotmail.com
Zone 4	Fraser River	Bobbie Worrall	bobbieworrall@gmail.com
Zone 5	Vancouver-Coastal	Adriana Schemel	adrianaalexis@msn.com
Zone 6	Vancouver Island-Central Coast	Anna Mataganova	mataganova@shaw.ca
Zone 7	North West	Angela Pitzel	apitzel@hotmail.ca
Zone 8	Cariboo-North East	Lisa Laundry	lisajlaundry@gmail.com

ANNUAL INFORMATION AND CHANGES FOR THE 2024-2025 SEASON

Program Information

Program Name Change

Gymnastics BC adopted the USAG Development Program (formerly known as the JO Program) in 2014. Gymnastics Canada adopted the USAG Development Program in 2015. This program was renamed in 2021 to the Canadian Competitive Program (CCP).

It is the intent of Gymnastics Canada to follow the USAG Development Program. Unless explicitly informed by Gymnastics Canada, all [USAG changes](#) come into effect in Canada on two dates: October 1, 2024 and March 3, 2025.

CCP Compulsory – Level 1-5

The new CCP Compulsory cycle started in 2021 and will be ending in 2029.

Recommended documents:

- [USA Gymnastics Green Binder](#) or [Digital Version](#)

Mandatory Documents

- [BC CCP Charts - BC Xcel Program](#)

CCP Optional – Level 6-10

USA Gymnastics updated its CCP 6-10 Code of Points. A new version was published in June 2022 and is now in effect until 2026.

Mandatory documents:

- [USA Gymnastics Navy Binder](#) or [Digital Version](#)
- [BC CCP Charts - BC Xcel Program](#)

Gymnastics Canada has made a few modifications to the CCP program. These changes are outlined in the [BC CCP Charts - BC Xcel Program](#) on page 9. Note- There is only one modification to the CCP 9 program. All modifications from previous years no longer apply. This page also outlines the BC modifications to the athlete uniform rules. **These rules apply in BC only.**

USAG publishes updates throughout the year. The [USA Gymnastics | Women's Development Code of Points](#) and [USA Gymnastics | 2021-2029 Development Program Compulsory Program](#) websites contain all the updates. For the CCP program, those updates will only be implemented on October 1, 2024 and March 3, 2025. US DP code updates that are posted between those dates will not apply until March 3, 2025. Please be aware that electronic versions will update automatically so please ensure that updates that are between October 1, 2024 and March 3, 2025 are not implemented till March 3, 2025.

Xcel

Gymnastics BC partially adopted the USAG Xcel program to bridge the gap between the BC Interclub and BC CCP Programs in 2020. In BC we currently offer Xcel Bronze, Silver, Gold, Platinum, and Diamond.

Mandatory Documents:

- [USA Gymnastics Black Binder](#) or [Digital Version](#)
- [BC CCP Charts - BC Xcel Program](#)

USAG periodically updates the Xcel program. All [USAG Xcel Updates](#) come into effect in Canada on two dates: October 1, 2024 and March 3, 2025.

Aspire

Gymnastics Canada has completely reworked the Aspire Program to better suit the needs of Canadian athletes and coaches. The program is currently in its draft format and will hopefully be published in full soon.

High Performance

The Canadian High-Performance Stream (HP) is the preferred pathway for athletes aspiring towards the National Team. The three levels are Novice, Junior and Senior. Please see the [High Performance Program Manual](#) last updated in January 2024.

High School

This program is not part of Gymnastics BC. Xcel and CCP 6+ judges are invited to judge at high school competitions. GymBC sanctioned competitions frequently include sessions with high school athletes that compete using the [BCSSGA High School WAG Code](#).

For more information please visit <https://bcssga.ca>

Interclub

The Interclub Program is not part of the WAG Competitive Program and falls under the [Recreational Gymnastics: Gymnastics for All](#) program. On occasion, judges are asked to adjudicate these athletes at competitions. The scoring rubric and requirements for adjudicators for Interclub WAG athletes can be found on pages 10-12 of the [2024-2025 Interclub Program Guidelines](#).

Gymnastics BC Changes

For CCP 1-10 and the Xcel Diamond, Platinum, Gold, Silver and Bronze, the [BC CCP Charts - BC Xcel Program](#) will supersede the USAG Program Rules. This includes all warm-up procedures and equipment specifications.

BC Athlete Uniform

BC has adapted the athlete uniform rules as per below:

Optional leg coverings are allowed at all BC competitions at all levels. They must be form-fitting. They may be plain black (minimal manufacturer's logo is permitted) or match the competition bodysuit. They must cover the bodysuit and can be of any length that does not go past the ankles. The leg coverings are optional and not part of the club uniform.

In BC only, facial piercings do not have to be removed. Studs may remain as is and hoops or dangly type earrings must be covered with bandage or tape for the athlete's safety.

Judging System

The requirements as they apply for each judging level are indicated in sections 2.0 to 6.0.

These requirements are strictly enforced by the BC Women's Judges Committee (WJC).

To be listed as "Active", a judge must:

- Attend one judging course per year -exceptions can be made with WJC approval
- Complete the required number of Continuing Professional Education (CPE) hours for his/her level
- Complete his/her Judges Record online
- Register as a judge with GymBC

Judges who do not complete the minimum requirement will be deemed inactive the following season, will not be an active judge, and will not be assigned to judge until the requirement is met. Judges who have not met requirements after one year will not be included in the Judges Availability document the following season.

If a judge has been unable to complete his/her CPE during one season, they will need to complete them in the following year, in addition to the required annual hours. In order to modify their status from inactive to active, they will need to submit to the WJC Chair, in writing, the expected date when all of their previous year's CPE will be completed.

1. [GymBC Registration](#)

At the beginning of each season, all judges must register with Gymnastics BC. Judges not affiliated with a full member club must register as an independent member prior to participation in any GymBC sanctioned activities. Registration can be done with the [online registration](#) process, or while registering for any of the judging courses. If an individual holds multiple statuses (coach, judge and/or athlete), the individual must ensure that he/she is registered in all applicable categories, including as a judge.

2. [Judges Availability 2024-2025](#)

Judges are asked to provide their availability for the season's competitions by filling out the Judges Availability Google Doc. A link to this Google Doc will be sent to all active judges at the beginning of the season. Judges must also fill in their names on the competition APEs linked on the Judges Availability. Please note: when filling out the Availability document and the APE, you are indicating which competitions you are interested in attending. If your availability changes during the season, please edit your availability on the Judges Availability and on the APE.

3. Judging Assignments

Zone Judging Chairs use an APE (Availability/Panels/Expenses) Google Doc to make the judging assignments for all GymBC sanctioned competitions. All APEs are linked to the Judges Availability. Judges must fill in their name on each competition APE that they would like to judge at. Judges must fill in their information in the appropriate section according to their rating, including their email and levels that they are approved to judge. The schedule for each competition will be added by the Zone Chair when it is received from the host club. Please keep an eye on the status of the APE in row 7 of the Judges Availability. When the schedule is added, judges are to fill in their availability for each session. Judges may also write in an 'S' if they would like to shadow a session or an 'A' if they would like to have an Educational Assessment. All APEs have deadlines clearly indicated on the first sheet. Judges must indicate their expenses on the first sheet. These expenses cannot be changed after the panels are done.

If you are no longer available to judge, please indicate this by checking off the appropriate box on the APE. Indicating interest does not guarantee that you will be assigned to a panel as the Zone Chair will need to take into account the size of the meet, the schedule, expenses, quality of judging, and fair opportunities for all judges. **All panels are required to be reviewed and approved by GymBC staff to ensure this.**

To keep assignments in BC fair, judges are not permitted to accept an invitation to judge directly from a club for a GymBC sanctioned competition. If contacted by a club, please redirect them to their Zone Judging Chair. All assignments for sanctioned meets must be done through the Zone Judging Chair and **must be approved by GymBC staff. The WJC Assignment coordinator is required to be CCed on all panel communications with GymBC staff.**

4. GymCan – Judges Development Working Group (JDWG)

The [GymCan WAG Section 3 – Canadian Judging System](#) includes all information pertaining to judges.

1.0 WAG JUDGES HANDBOOK

Purpose

The purpose of the Judges' Handbook is to ensure consistency in the Women's Program by establishing rules, regulations and program guidelines for all judges in BC.

The Judges Handbook is reviewed and updated annually.

All changes to the Judges Handbook for the current season are highlighted in yellow.

Clarification of Decision Making Authority

In an effort to provide greater clarity and transparency around the decision making process and level of authority related to the various rules, policies and procedures contained in this document, items will be marked to indicate whether it is considered a rule, a policy or a procedure. They will also be marked with which body has authority over the decision making process.

Generally, rules will be under the authority of a Technical Committee or an appropriate staff member, policies will be under the authority of the Board of Directors and procedures will be under the authority of staff. Additionally, any relevant supporting documents will be referenced to provide clarity.

Where an item does not indicate authority, it is assumed to be informational or under the authority of staff.

Example:

Athlete Competition Attire for BC Competitions

Type: **Rule**

Decision by: **WJC**

Reference Document: [WAG Operations Manual](#)

2.0 Canadian System Overview Rule WJC JDWG GymCan Section 3

BC Modifications Highlighted in Blue

Responsibility	PROVINCIAL JUDGES SYSTEM Under Provincial jurisdiction				CANADIAN JUDGES SYSTEM Under GymCan jurisdiction			CANADIAN AND FIG SYSTEM
Level	CCP 5	CCP 6-8	Xcel	CCP 9+	National CCP 10	National High Performance	Brevet Candidate	Brevet
PSO Requirements	Must meet PSO eligibility and maintenance requirements							
GymCan Requirements								
FIG Requirements								Must meet FIG eligibility requirements
Min Age	15 years old 14 years old with a coach's recommendation		18 years old		21 years old Mandatory			
Exam CCP	Must successfully complete the CCP 5 Course and Exam	Must successfully complete the CCP 6-8 Course and Exam	Must successfully complete Xcel Course and Exam	Must successfully complete CCP 9+ Course and Exam	Must successfully complete the GymCan CCP 10 Course and Exam	Must successfully complete the GymCan CCP 10 Course and Exam	Must successfully complete the GymCan CCP 10 Course and Exam	Must attend a CCP Course if they want to judge CCP
Additional requirements, Exam	Must successfully complete an Educational Assessment	Must successfully complete an Educational Assessment	Must successfully complete an Educational Assessment at the Xcel level unless already completed 6-8 Assessment	Must successfully complete an Educational Assessment at the CCP 10 level	Must complete an Educational Assessment upon entry and have completed 1 complete year at level 10 in the province	Must successfully complete the GymCan HP Course and Exam	Must submit application and follow the Brevet Candidate requirements	Must successfully complete the FIG Course and Exam
CPE (must include a clinic every year)	12 hours mandatory	12 hours mandatory	12 hours mandatory	16 hours mandatory	16 hours mandatory	16 hours mandatory	16 hours mandatory	16 hours mandatory
Eligible to judge	CCP 1-5	CCP 6-8	Xcel	CCP 6-9* <small>*Recognizing that CCP 9 and 10 are often competing in the same session this level may also judge CCP 10 in province if needed</small>	CCP 6-10	CCP 6-10 FIG	CCP 6-10 FIG	FIG

3.0 GENERALITIES Rule WJC JDWG

[GymCan Section 3](#)

More information regarding the National judges system is available in the GymCan WAG Program Manual, [Section 3 - Canadian Judges System](#).

A judge can earn a rating as a gymnastics official through a series of exams, both written and practical. Judges must successfully take the exams associated with the level they want to achieve. They hold the level of their highest successful exam.

Once a level is achieved, the judge is certified at that level for the remainder of the cycle. The cycle ends when the Code of Points changes.

The cycles are as follows:

- CCP Compulsory – valid until 2029
- CCP Optional – valid until 2026
- Xcel – valid until 2026
- FIG – valid until 2025

The course material and exams for CCP10N and HP courses are provided by Gymnastics Canada and are administered and delivered by clinicians chosen by GymCan. Courses and exam sessions will be scheduled by GymCan for HP and CCP10N. The course material and exams for Compulsory 3-5, CCP 6-8, CCP 9+, and Xcel are created, administered and delivered by each Province. Courses and exam sessions will be scheduled by GymBC. Registration for all courses must be done through GymBC unless directed to register through GymCan.

The Brevet judging courses are administered and delivered by the Fédération Internationale de Gymnastique, once per cycle.

It is mandatory that each year, judges complete Continuing Professional Education (CPE) credits. CPE activities are organized and approved by the WJC and Zone Chairs. The number of CPE hours designated for each level are at the discretion of each Province and voted on by the WJC, except for the National CCP 10 and National HP levels. At those 2 levels, every judge must complete the required hours as listed in 2.0. In their annual report, the Provincial Judging Chairs must submit to the GymCan registrar the list and number of hours of CPE activities completed by these judges.

In order to officiate at Canadian Competitive Program events, judges must have knowledge of the rules and regulations included in the following publications (and addendums):

- USA Gymnastics Development Program Code of Points (Compulsory, Optional, and/or Xcel)
- Canadian Competitive Program and GymCan Women's Technical Rules
- Current GymBC regulations

Membership/Certification requirements:

- [Must be a current member in good standing with Gymnastics BC](#)
- Must pass a criminal record and vulnerable sector check (if 19 years or over) and renew every 3 years (this requirement currently only applies to judges traveling with Team BC or attending Western Canadian Championships or Canadian Championships). A judge may also be asked to complete this when attending other out of province competitions.
- Must follow the GymBC and GymCan Technical and Policies rules

3.1 Judging Courses

WAG judging courses run between October and December every year. GymBC will take registration for all judging courses at a rate of \$60 per course for one day courses and \$100 per course for two day courses. Additional fees may apply for courses administered by GymCan

In addition to virtual courses, each zone may choose to run in-person course in their zone with a local clinician. Should a zone wish to bring in a clinician with travel expenses the host zone will be responsible for all travel costs. Course clinicians are required to have a minimum of five years experience at a given level, and be approved by the Judging Chair, the WAG Program Manager, and the Coach and Judge Development Coordinator.

Should a zone wish to run a course which does not meet the required minimum registration or which is not approved by the Coach and Judge Development Coordinator, the zone will be responsible for all associated fees including travel, per diem, and course conductor honorarium. GymBC will process registration and collect payment for the courses.

Judges who have already registered for one course in a given season may choose to audit future courses that season at a rate of 25% of the course fee. Auditors are expected to observe the course without interaction; for full participation judges would be required to pay the full course fee. Auditors are not eligible to write the exam.

Course Conductor Rate of Pay

	CCP 3-5/Xcel	CCP 6-8	CCP 9+	10N/HP
Rate of Pay	\$35/hour	\$40/hour	\$45/hour	\$50/hour

Minimum required numbers

	Zones 1, 7, 8	Zones 2, 6	Zones 3, 4, 5
CCP 3-5/Xcel	7	8	12
CCP 6-8	6	7	10
CCP 9+/10N/HP	5	6	8

4.0 JUDGING LEVELS Rule WJC

Provincial - Xcel (Bronze/Silver/Gold/Platinum), Compulsory (CCP 3-5) and Optional (CCP 6-9+)
Certification for the Xcel (all levels), Compulsory (CCP 3-5) and Optional (CCP 6-9+) programs are under the responsibility of Gymnastics BC.

Once a level is achieved, the judge is certified at that level for the remainder of the cycle. The cycle is defined for each CCP program (Compulsory – until 2029, Optionals/Xcel – until 2026). At the start of a new cycle, judges will be required to take the courses and exams to maintain their certification. Every year, whether they want to upgrade or not, judges must complete the minimum required Continuing Professional Education (CPE) hours, which must include a judging course. See Section 7.0 for more information.

Entry Level and Pathways

- For the CCP program, CCP 3-5 is the entry level course and must be taken on its own in the judge's first year of judging. The CCP 6-8 can not be taken until a judge has completed one season at the CCP 3-5 level.
- Xcel is now an entry level course for all judges. It can be taken on its own or in addition to any other CCP course. If taken on its own or along with the CCP 3-5 course, an assessment will need to be done at this level, with the exception of a current CCP 6-8 judge. If a CCP 6-8 assessment has already been completed, no further assessment is needed as the application of the Xcel program mirrors CCP 6-8.
- Courses will be scheduled by GymBC. Registration must be done through GymBC.
- Examinees may take the exam for a specific level a maximum of two (2) times per year in the attempt to pass. If not successful, a course and exam will need to be completed the following year.

Recognition of Experience

Years of experience at a particular level are counted starting from the season the exam is passed and at least one session is judged. The judge must meet all requirements for their level for the year of experience to be credited. Years of experience will apply to years judged in British Columbia. Years taken off will not count towards the total number of years of experience.

Judges Moving to BC From Another Province or Another Country

Judges moving from out of province will need to provide a recommendation from their provincial chair confirming their judging level, participation in the province and years of judging. An assessment at a particular level may be requested on a case-by-case basis.

Judges moving from another country will be assessed by the WJC on a case-by-case basis to determine what courses they will need to take and what assessments are needed. Factors considered are years of judging, courses taken, level of judge and participation in gymnastics/judging in their home country. This must be confirmed by the equivalent of a Judging Chair in their country. Previous knowledge and experience in the US Development Program will also be taken into consideration.

Assessments

Judges who scored >90% on their most recent exam and have judged at the assessment level for 4+ years are eligible to assess others at that level. Assessors are required to be approved by the WJC via the Zone Chairs. For 10N, HP, and Brevet assessor requirements please see the National Judges Assessment document. Assessors who have incomplete assessments pending (paperwork not completed and turned in) will not be paid or assigned further assessments.

5.0 BC REQUIREMENTS Rule WJC

Xcel (Bronze, Silver, Gold, Platinum, Diamond)
<p>Entry</p> <ul style="list-style-type: none"> • Must be at least 15 years old • Can be 14 years old, with letter of support from club head coach • Must register as an individual member with GymBC <p>Requirements</p> <ul style="list-style-type: none"> • Must attend the Xcel Course and successfully complete the evaluation process (Practical questions and open book theory exam and practical component) with a minimum of 60% – once per cycle • Must successfully complete an Educational Assessment on panel at an in-person GymBC sanctioned competition unless a CCP 6-8 assessment has already been completed. The Assessor will be assigned by the judge responsible for creating panels. • Must meet the annual Continuing Professional Education (CPE) requirements • 12 CPE hours required
<p>Certified to Judge</p> <ul style="list-style-type: none"> • Xcel (all levels) <p>Provincial Events Eligibility</p> <ul style="list-style-type: none"> • Invitational competitions • Must have a minimum of 3 years' of experience (not including current year) as a certified Xcel judge to judge at the Xcel Championships

CCP 3-5
<p>Entry</p> <ul style="list-style-type: none"> • Must be at least 15 years old • Can be 14 years old, with letter of support from club head coach • Must register as an individual member with GymBC <p>Requirements</p> <ul style="list-style-type: none"> • Must attend the CCP 3-5 Course and successfully complete the evaluation process (open book theory exam and practical component) with a minimum of 60% – once per cycle • Must complete a Text Clinic once every cycle or view the text clinic videos linked in the availability doc to judge Beam or Floor. • Must successfully complete an Educational Assessment on panel at an in-person GymBC sanctioned competition. The Assessor will be assigned by the judge responsible for creating panels. • Must meet the annual Continuing Professional Education (CPE) requirements • 12 CPE hours required
<p>Certified to Judge</p> <ul style="list-style-type: none"> • CCP 1-5 <p>Provincial Events Eligibility</p> <ul style="list-style-type: none"> • Compulsory invitational competitions • Must have a minimum of 3 years' of experience (not including current year) as a certified CCP 3-5 to judge at the BC Compulsory Championships

CCP 6-8**Entry**

- Must be at least 16 years old
- Can be 15 years old, with letter of support from club head coach
- Must register as an individual member with GymBC
- Must hold a CCP 3-5 level or Xcel level and actively judge for a minimum of 1 season
- Experienced judges new to BC may request permission from the WJC to take CCP 3-5 and 6-8 in the same season.

Requirements

- Must attend the CCP 6-8 course and successfully complete the evaluation process (open book theory exam and practical component) with a minimum of 70% – once per cycle
- Must successfully complete an Educational Assessment on panel at an in-person or virtual GymBC sanctioned competition or a mock meet approved by the Zone Chair. The Assessor will be assigned by the judge responsible for creating panels.
- Must meet the annual Continuing Professional Education (CPE) requirement of 12 hours

Certified to Judge

- CCP 6-8
- May judge Xcel and the Compulsory Program (CCP 1-5) if the appropriate courses and exams have been successfully completed

Provincial Events Eligibility

- Must have a minimum of 3 years' experience (not including current year) as a certified CCP 6-8 to judge at BC Championships or BC Games

CCP 9+**Entry and Maintenance**

- Must be at least 18 years old
- Have a minimum of 3 years judging experience (all requirements met)
- Must hold a valid CCP 6-8 level
- Must complete the Comp 3 Judges Equivalency Course. If this course is not available the judge is exempt until the course is offered. Judges who have taken the Comp 3 Coaching Course will have met this requirement.

Requirements

- Must attend the CCP 9+ Course and successfully complete the open book theory exam with a minimum of 70% – once per cycle
- Must successfully complete an Educational Assessment on panel at a GymBC sanctioned competition. The Assessor will be assigned by the judge responsible for creating panels.
- Must meet the annual Continuing Professional Education (CPE) requirement of 16 hours

Certified to Judge

- CCP 6-9*
- May judge Xcel and the Compulsory Program (CCP 1-5) if the appropriate courses and exams have been successfully completed

Provincial / Inter Provincial Events Eligibility

- BC Championships
- BC Games

*Recognizing that CCP 9 and 10 are often competing in the same session this level may also judge CCP 10 in province if needed

6.0 GYMCAN REQUIREMENTS

Rule

WJC

JDWG

[Canadian National Judges Pathway System](#)**NATIONAL CCP 10****Entry and Maintenance**

- Must be at least 21 years old
- Have a minimum of 5 years judging experience
- Must hold a valid Provincial **CCP 9+** level for at least one year
- Must be recommended by the WJC

Requirements

- Must attend the National CCP 10 course and successfully complete the evaluation process (GymCan theory and practical exams)
- New National CCP 10 judges must have an in-province educational live/on panel assessment at a CCP 10 competition. This must be done in the first gymnastics season.
- National CCP 10 judges who are not in their first year must complete a minimum of 1 assessment per quad
- Assessments are coordinated by the Provincial Judging Chair and must meet the assessment standards as stated in Section 3
- Judges who score 90%+ on their exam may be assessors
- Must meet the Continuing Professional Education (CPE) requirement of 16 hours

Certified to Judge

- CCP 6-10
- May judge Xcel and the Compulsory Program (CCP 1-5) if the appropriate courses and exams have been successfully completed

National Judges Levels**-10-3 - entry level**

- A National Judge with only 5 years provincial experience would be classified a 10-3
- must score 75% and successfully complete an assessment in a Panel Judge position in their first gymnastic season
- eligible to judge within the province and at interprovincial competitions
- a judge may choose to stay at this level more than 1 year

-10-2 - a National Judge with a minimum of 1 year National Judge experience and has completed all requirements to enter this level, would be classified as a 10-2

- must score 80% and successfully complete an assessment once per quad
- may choose to stay at this level for more than 1 year
- eligible to judge at Westerns, Easterns and Gymnix
- eligible to judge at Canadian Championships in Panel judge position if they have met the requirements as stated in Section 3

-10-1 - minimum of 2 years National Judge experience

- must score 85% and successfully complete an assessment in the AJC position
- eligible to judge at Canadian Championships in a Head Judge position if requirements in Section 3 have been met

National Events & Inter Provincial Events - Additional Eligibility Requirements

- Must also have judged a minimum of 30 routines at the relevant level(s) in the same season prior to Canadian Championships, Westerns, or Canada Winter Games
- Must have attended a minimum of one Canadian Championships to be selected for Canada Winter Games

NATIONAL High Performance

Entry and Maintenance

- Must hold a valid National CCP 10 and meet National CCP 10 requirements
- Must be recommended by their PSO

Requirements

- This level is under the jurisdiction of the JDWG. The HP Judging course for this level is coordinated by the JDWG. CPE courses will be coordinated by each individual province. No additional FIG CPE is required, unless decided on by the province.
- A judge must attend the HP National course, write the theory and practical exam, and meet the minimum pass standard. This is an open book exam.
- This course can be taken at any time after becoming a National Judge
- A HP National judge is eligible to judge HP athletes within the province and at interprovincial meets. Other opportunities may be available if judges are needed.
- Must participate in the HP National Course and successfully complete the evaluation process (open book theory and practical exams) with a minimum of 80% – once per cycle
- Must meet the Continuing Professional Education (CPE) requirement every year
- 16 CPE hours required

Certified to Judge

- HP Novice, Junior, Senior (in their province)
- CCP 6-10
- May judge Xcel and the Compulsory Program (CCP 1-5) if the appropriate courses and exams have been successfully completed

National / Inter Provincial Events - opportunities to judge HP athletes if judges are needed at:

- Canadian Championships
- Canada Winter Games

NATIONAL - BREVET CANDIDATE

Entry

- Must hold a valid National CCP 10 and meet National CCP 10 requirements
- Must hold a valid National HP level
- Must be recommended by their PSO
- Must meet the requirements as written in the current Brevet Candidate Process

Requirements

- A judge must have the support of the province and the PT chair to enter this pathway. It is the responsibility of the judge to complete the requirements with the knowledge of the province.
- Attend the National HP course and write National HP Judges Exam and score an overall score of 90% (60 practical/40 theory)
- A Canadian National Judge in this step must meet all National Judges requirements as stated in section 3
- Complete all National Judging requirements listed in Section 3 and be in good standing with the province
- Complete an assessment on HP routines with a Brevet judge on all events. This assessment would be conducted using video – complete assessment with a percentage score, should be completed before application to BC program.
- Detailed candidacy requirements are revised and released each cycle by the JDWG and BCWG

Additional Requirements - Within National Judges CPE requirements

- a. judge a minimum of 20 FIG routines (can be on video or on a panel) with a mentor
- b. complete a minimum of 10 hours in gym with HP athletes, does not need to be with mentor

Certified to judge

- HP Novice, Junior, Senior
- CCP 6-10
- May judge Xcel and the Compulsory Program (CCP 1-5) if the appropriate courses and exams have been successfully completed

National / Inter Provincial Events Eligibility (if the minimum exam score is met)

- CCP Canadian Championships
- HP Canadian Championships
- Canada Winter Games

BREVET - FIG**Entry**

- Must have successfully completed the Brevet Candidate program
- Must have the support of the province and PT Chair

Requirements

- Must successfully complete the FIG Course and exam (once per cycle)
- Must successfully complete the current CCP National 10 evaluation process required for Brevet Judges
- Must meet the Continuing Professional Education (CPE) requirement every year
- 16 CPE hours required

Certified to Judge

- HP Novice, Junior, Senior
- CCP 6-10
- May judge Xcel and the Compulsory Program (CCP 1-5) if the appropriate courses and exams have been successfully completed

Eligible to Judge (in Canada)

- CCP Canadian Championships – (Must have judged 30 routines at that level)
- HP Canadian Championships
- Elite Canada
- Canada Winter Games – (Must have judged 30 routines at that level)

7.0 CONTINUING PROFESSIONAL EDUCATION (CPE) Rule WJC JDWG GymCan Section 3

- Every judge must be committed to fulfilling Continuing Professional Education requirements in order to maintain a high standard of knowledge
- Only judges who have completed the CPE requirements may be assigned to GymBC and GymCan events
- Generally, CPE activities are organized by Zone Chairs or the WJC
- Judges must earn CPE hours from a minimum of 3 different activities listed below in addition to the annual Judging Course requirement:

Event Type	Qualification Requirements
Judging Course*	In Canada
Judging Clinic**	In Canada or the USA
CPE Clinic	Organized/Approved by the Zone Chair
Training Camp	Organized/Approved by the WTC & WJC
Mock Meet	Organized/Approved by the Zone Chair
Judges Cup	Organized/Approved by the WJC
Mentoring	Organized/Approved by the Zone Chair
Assessment	Assessor and Assessee
Shadow Judging	Occurs at GymBC Sanctioned Competitions
Club Visit	With at least one other judge and approved by the Zone Chair
Video Judging	With at least one other judge and approved by the Zone Chair
Coaching	Athletes are CCP 3+ or Xcel
WJC/WTC/Zone Chair	Committee Members or Zone Chair
Line Judging	Occurs at trial events or National/Western events
<p>* A course is defined as the official CCP/Xcel/HP courses that are necessary to attain or recertify a level, created and distributed by GymBC</p> <p>**A clinic is defined as a course/workshop/educational seminar etc that is provided to enhance the knowledge of gymnastics or the CCP/Xcel program</p>	

All other CPE activities must be approved by the WJC. Judges are encouraged to do more than the minimum CPE requirement for their level. High School and Interclub judging/coaching do not count towards CPE.

- Within BC, Zone Chairs are responsible for organizing or approving the CPE activities for the judges within their zone so that they can complete the hours required. These activities are recorded by the organizer with the dates, times, locations and participants, and submitted via the [CPE Google Doc](#) so each judge is credited for the activity.
- Each judge is responsible for adding each CPE activity to their Judges Record linked to their name on the Judges Availability GoogleDoc.

Annual CPE requirements must be completed before a judge is assigned to BC Championships, BC Compulsory Championships, BC Winter Games or out of Province competitions.

Mandatory Requirements

Xcel	CCP 5	CCP 8	CCP 10	CCP 10N	HP	Brevet
12 hours	12 hours	12 hours	16 hours	16 hours	16 hours	16 hours
Minimum Course Hours Required						
6 hours	6 hours	6 hours	8 hours	6 hours	6 hours	6 hours

In addition to CPE hours, it is recommended that each judge officiate a minimum of 2 sessions at the level of their certification.

Clinic CPE credits will be defined as hours spent at a Zone, Provincial or National organized events such as Congresses, clinics, courses, code updates or symposiums. These events must be publicized in advance and open to all judges in the zone, province, or country as applicable to the event (exception: eligibility requirement must be met for National and Brevet courses).

Missing CPE hours: If a judge does not complete all of their required CPE hours within a given year, they must submit a plan noting how they will make up the missing CPE hours. Any judge who has not submitted a plan before the start of the next season will not be active until a plan is submitted and CPE hours from the previous season are completed.

Returning from absence from judging: A judge returning from a hiatus of 1-3 years must attend a course and complete 1 year's worth of missed CPE, after which they will be considered active. They will also be expected to complete an informal on-panel assessment prior to acting in a Chief Judge role. A judge who takes 4 or more years off of judging will be considered a new judge.

8.0 EXTERNAL CREDIT PROGRAM FOR STUDENTS WHO ARE ACTIVE OFFICIALS

High school students can earn credit towards graduation if they become active officials.

Please refer to the [Ministry of Education](#) website for detailed information about the program.

Getting Credit

To qualify for credit towards graduation, students in a recognized official program must complete:

- A theory component
- An exam (written or oral)
- Practical officiating experience (that is evaluated and signed by an authorized organization or club representative)

Once all program criteria are met, students can submit completion documents to their provincial sport organization for review. The provincial sport organization will issue a verification letter to use for graduation credit.

- UXSO 10 (2 credits): Theory course, examination, evaluation and 25 hours of practical officiating.
- UXSO 11 (4 credits): Theory course, examination, evaluation and 50 hours of practical officiating.
- UXSO 12 (4 credits): Theory course, examination, evaluation and 50 hours of practical officiating

Knowledge and Assessment

Student officials must have completed a theory component, passed an examination, and completed practical experience with an evaluation signed by a PSO designated official's educator or evaluator.

Practical Experience

For the practical officiating experience, a student official must complete the minimum number of officiation hours as indicated above. If using officiating hours from more than one GymBC discipline to fulfill the requirement the student must be fully certified in each discipline. This means completion of theory, exam, and assessment. The student official must have a record (use WAG Judges Record document) that is signed by a PSO designated official to confirm the number of hours spent on the practical component.

Courses required:

WAG	Official 10 UXSO 10 (2 credits)	Official 11 UXSO 11 (4 credits)	Official 12 UXSO 12 (4 credits)
	CCP 3-5	Xcel	CCP 6-8

Students who would like to apply for External Credit for Officials must send an email to the Coach and Judge Development Coordinator showing completion of requirements. Students must state which credit they are seeking (10, 11 or 12). The Coach and Judge Development Coordinator will provide a letter from GymBC confirming completion and this letter can be given to the school counselor for credit.

9.0 ASSIGNMENTS TO COMPETITIONS IN BC Rule WJC

Assignment to competitions in BC are done through a centralized system in which each Zone Judging Chair works with Gym BC. The Zone Judging Chair, in collaboration with the host club, will assign judges to competitions within their zone. It is required for panel makers to have their panels reviewed by GymBC staff to ensure the composition of panels is as effective and equitable as possible. In cases where panels are not submitted to GymBC Staff with the WJC Assignment Coordinator CCed a minimum of 3 weeks prior to the competition start date the zone chair may forfeit their panel making compensation. Exceptions can be made when the fault lies with the host club.

Judges indicate their interest in judging each competition on the Judges Availability. This Google Doc is created for each season and contains in it all judges and competitions as well as additional links to judging resources. Judges must also sign themselves up on competition APEs (Availability/Panels/Expenses) which are Google Docs created for each competition. All APEs are linked to the Judges Availability. Competition schedules are added to the APEs after they are received by the Zone Judging chairs. Judges can then indicate which sessions they are available to judge and their predicated expenses. Expenses must be indicated prior to the panels being made otherwise expenses may not be paid, at the discretion of the Zone Chair. After the clearly indicated deadline to do this, the Zone Judging Chair will restrict the link to the competition APE, make the panels, have them reviewed by GymBC, and then provide access to the link and let judges know the panels are ready to review. Judges will at this time be able to access the APE to look at the panels for the competition. Judges must confirm their assigned panels by the deadline given. This is considered a verbal contract. The Zone Judging Chair will contact the judge to organize any travel and accommodation if needed. As usual, carpooling will be preferred.

Host clubs will be given sufficient notice to plan for any judges' travel or accommodation expenses. The Zone Judging Chair – in consultation with GymBC staff – will make every effort to ensure that additional costs are kept to a minimum, but the priority when creating panels will be to create the best possible panels with the available judges.

Change in Availability

Once an assignment has been accepted by a judge, it is considered a verbal contract. In extreme cases, judges who are no longer available for a competition must inform the Zone Chair as soon as possible. Repeated changes in availability may jeopardize opportunities to be assigned at future competitions.

Principles of Judging Assignments to Provincial Competitions

To be assigned at a GymBC sanctioned event, a judge must be registered as a judge with GBC and be certified at the appropriate level. Judges must be properly certified to be assigned at a trial, at BC Championships and at BC Games.

Composition of Panels at all Provincial Competitions

A judging panel must be composed of a minimum of two judges at each apparatus for all levels. If there are not enough judges available to judge a meet, adjustments may be made at the discretion of the Zone Judging Chair. Trials for National level events must have three to four judges on each panel.

For BC Championships, Compulsory Championships, Xcel Championship, and BC Winter Games, the panels will be made up of one judge per zone. Zone Judging Chairs will select one judge to represent the zone and name an alternate. Panels will be completed by judges from other zones if there are zones with no judges available.

A judge affiliated with a club may not be Head Judge or Apparatus Head Judge at a Championships or Trials at which their club is competing.

Principles of Judging Assignments to Training Camps

Judges are selected to mentor athletes at training camps by the WAG Program Manager.

10.0 ASSIGNMENTS TO COMPETITIONS OUTSIDE BC **Rule** **WJC** **JDWG** **GymCan Section 3****Principles of Judging Assignments to Competitions where athlete selection is Trial Based**

Assignment to competitions where athlete selection is trial based is a privilege and comes with responsibilities. Examples include but are not limited to BC Winter Games, Western Canadian Championships, Canada Winter Games, and National Championships.

To be assigned to a trial-based competition, judges must:

- Meet the minimum score at the exam for the cycle
- Indicate their availability at the beginning of the season
- Be active within their zone and within BC
- Attend the event trials (at least one, if more than one trial) and event training camp
- Work with the Team BC athletes and coaches during the time leading up to the competition upon request
- Be available for the entire duration of the competition, including the training sessions
- Complete all CPE requirements prior to the trial of the competition for which they are attending

When there are multiple qualified judges available judges are selected based on a point system. Note that the points system may be waived for extraordinary circumstances such as Brevet Candidature. The results of the points will also be matched against the principles outlined below:

- 5 points are added for participating in the Judge mentorship program as a mentor or as a mentee
- 2 points are added for having completed the previous year's CPE and submitted it on time
- 2 points are added for a judge who participates in the club/judge matching program
- 1 point is added for every volunteer shadow panel a judge runs, to a maximum of 3 points
- Up to 3 points may be added at the discretion of the WJC based on JEX program feedback
- Up to 3 points may be added at the discretion of the WJC based on additional volunteerism
- 5 points are deducted if a judge attended the same meet in the previous season
- 2 points are deducted if a judge attended the same meet 2 seasons ago
- In the event of a tie, exam results may be taken into consideration

Western Canadian Championships

Three to four judges are assigned to Westerns.

Judges must be minimum National CCP 10.

- Principle 1: An experienced judge with the capacity and willingness to provide mentorship will be assigned. Mentoring topics to include: interaction with Team BC at training camps and official training, developing relationships with judges from other provinces.
- Principle 2: A National CCP 10, or higher judge likely to attend Canadian Championships in the near future. The judge will be mentored by the judge assigned in Priority 1.
- Principle 3: A new National CCP 10 judge interested in growth and development and with a demonstrated involvement in the BC gymnastics community.

Canadian Championships (CC) and Canada Winter Games (CWG)

Two to four judges are usually assigned to CC and CWG.

Minimum level required: National CCP 10

Principle 1: An experienced judge with the capacity and willingness to provide mentorship will be assigned. Mentoring topics to include: interaction with Team BC at training camps and official training, developing relationships with judges from other provinces.

Principle 2: National CCP 10 (or higher) judges who have already attended Western Canadian Championships.

Judges Attending an Out of Province Invitational - Within Canada

A BC judge who wishes to travel outside of the Province of BC and officiate at a competition in Canada must first seek permission from the WJC. As per the GymCan policy, permission of the Chairperson must be obtained by the judge prior to arrangements being made with the organizing committee of the competition. After approval of the WJC, the WJC Chairperson will seek permission from the other PT Chairperson for the BC judge to attend an event in their Province.

Judges may apply to the WJC for funding to attend Out of Province Invitationals. However, funding is never guaranteed.

Judges attending an International Invitational

A BC Judge who wishes to travel outside Canada to officiate an invitational competition must seek the approval of the WJC and provide documented proof of invitation.

Judges may apply to the WJC for funding, however, funding is never guaranteed. Funding is only granted if the event can serve to develop judging education within BC.

110 JUDGES HONORARIA AND TRAVEL AND ACCOMMODATION EXPENSES**Rule****GBC****WTC****Honoraria at Competitions**

Rates apply to all registered judges officiating at GymBC sanctioned events. Judges must be paid in cash, cheque or eTransfer within 15 days after the last day of the competition. In the case of late payment, the host committee will pay a supplement of \$10 to all judges involved. In the case of a returned cheque, the host will cover all bank fees that have been incurred by the judge.

Judges are paid per session. Judges' honoraria vary according to the level of the judge and also according to the number of athletes a judge must evaluate during a session.

Honoraria are as follows:

Judges Level	Number of Athletes Registered in a Session			
	1 - 48	49 - 60	61 - 72	73 - 84
CCP 5 / Xcel	\$60	\$75	\$90	\$105
CCP 8	\$70	\$90	\$105	\$125
CCP 9+	\$80	\$100	\$120	\$140
National CCP 10	\$90	\$115	\$135	\$160
National HP	\$105	\$130	\$160	\$185
Brevet	\$120	\$150	\$180	\$210

Competition Head Judge Honoraria: \$20.00/Session (only if on panel)

Zone Chair Organizing Honoraria: \$10.00/Session

Legacy Judge Honoraria

Judges who have held the rating of 10N or higher for fifteen years or more will remain at the 10N honoraria rate for the remainder of their judging career, regardless of current rating. Years at P5 or higher rating under the former CPP program will be considered.

Honoraria at Training Camps

Judges selected by the WAG Program Manager will be paid an honorarium, equivalent to one judging session, provided they stay for a minimum of four hours (or for the length of the camp). Accommodation and mileage will be paid for judges to travel to attend training camps. A per diem may be paid if meals are not provided.

Other Expenses

All expenses other than honoraria must be agreed upon by the judge and the Zone Judging Chair before being assigned to a panel. When a judge is filling out their availability on the APE for a competition, all expenses must be filled out in the 'Expense' section so they can be considered before panels are made. The host club will be informed of all judging expenses as soon as possible.

If a judge is also a parent, coach or athlete and is attending the meet already for these purposes, they will not be permitted to submit travel or accommodation expenses to the host.

The only exception to this is if the judge must stay longer than they would be as a parent, coach or athlete and this changes their transportation or need for accommodation. This must be clearly outlined to the Zone Judging Chair making the panels before they are assigned.

Transportation and Accommodation Expenses

Mileage

Judges should make efforts to minimize transportation by carpooling with other judges or travelling with their club when possible.

Mileage is paid at the rate of \$0.64 per km.

Smaller meets that have only 1 or 2 sessions may request that they pay a lump sum amount to cover gas costs instead of mileage due to the low revenue brought in by these meets. This will be negotiated with the judge prior to accepting the assignment.

Parking, tolls and ferries must be reimbursed by the host club upon presentation of receipts. Any other transportation expense, including renting of a car, must be pre-approved by the Zone Judging Chair and Host.

Accommodation

If a judge needs to travel more than an hour to a venue, the judge may ask about the option to stay at a hotel. As per all expenses (other than honoraria), this must be arranged with the Zone Judging Chair and host committee prior to the event. Double occupancy with a judge of the same gender identity is the norm.

If a judge, that is eligible for a hotel stay, chooses to stay in a hotel room other than the one provided by the host, a portion of hotel cost may be covered if the host no longer needs to pay for the room provided by the host. However, if the host still has to pay for the original room reserved for that judge (ie - it is too late to cancel or there is still another judge that has to use that room and therefore there is an empty bed already paid for) then the additional expense will not be considered. Any expense requested for a hotel room arranged by a judge needs to be approved prior to the event.

Meals

The Host Club must provide meals for the officials that are assigned to sessions occurring directly before and/or directly after mealtime. Meals may or may not be provided after the last session of a competition at the discretion of the host club; judges should not expect compensation if meals are not provided in this case.

If meals are not provided, a per diem is paid to the judges (same rate as GymBC).

Meals:

Breakfast - max \$15

Lunch - max \$20

Dinner - max \$35

Cost Sharing

The cost sharing principle of travel/accommodation expenses of CCP 10N and higher judges while involved with competitions within BC or out of province meets.

In principle:

- Judges who are coaching other portions of the meet will receive a smaller portion of financial assistance from either the Judging/Host or GymBC budget. This will be decided on an individual basis. Judges who limit their availability to judge during a meet will limit their ability to receive funding
- The Host club is responsible for paying judges and their travel costs for all competitions with the exception of BC Winter Games, Westerns, Nationals, and Canada Winter Games.
- Special travel opportunities such as Gymnix and international assignments should be assumed to be self-funded, although a judge may apply to receive recognition and partial reimbursements from the Judges Cup fund. These will be awarded at the discretion of the WJC.

Underage Judges

Judges must be a minimum of 19 years old to be assigned to a competition outside of their zone (zones 3-4-5 are considered as a group), or be duly supervised by their club, parents, or designated adult. The expenses of the parents/club/designated adult are not covered.

120 FUNDING FOR JUDGES Rule WJC

Judges Cup

Judges Cup is an event held by the WJC at the beginning of each season. This event is held for the purpose of raising funds for the development of BC WAG judges. Judging at this event is on a volunteer basis.

Competitions will only be permitted to use the name 'Judges Cup' if:

- the event is sanctioned by GBC
- judges volunteer their time
- scorecards with scores and comments are given
- there are no rankings or awards
- proceeds go to judges
- approval by the WJC has been given

Funds raised by the WJC Judges Cup are held in the Judges Cup Account with GBC. Funds are used throughout the season at the discretion of the WJC.

Expenses could include:

- material for judges
- judging courses or clinics
- CPE activities
- judge travel expenses
- judging assessments
- honoraria for judges officiating at competitions where no honoraria is given

Financial Assistance

Judges seeking financial assistance must email the WJC Chairperson with receipts by June 1st of the season in which the judges incurred costs. Judges must judge at least one session of Judges Cup – virtual or live – to receive funding from the Judges ' Cup budget. Judges who are unable to fulfill this requirement may apply to the WJC for an exemption provided they are able to provide an alternative volunteer service for the community (ex running a webinar, assisting with organizing Judges Cup, reviewing course materials, etc.)

Occasionally additional unrequested or non-traditional funding will be granted by the WJC to projects or persons of their choosing. These supplementary funds are allocated in years where there are supplementary funds in the budget at the discretion of the WJC. No funding decisions constitute precedent for years to come; each year's funding is considered by the WJC on a case-by-case basis.

130 JUDGES RULES AND RESPONSIBILITIES Rule WJC

The present document applies to all WAG judges in BC.

CCP 10N, National HP and Brevet judges are also guided by the rules outlined in [GymCan Section 3](#).

Duties and Responsibilities

- Judges must follow the GymBC Policies and Procedures, the membership policy (registration and criminal record and vulnerable sector check) and the GymBC Code of Ethics
- Judges must only officiate at GymBC sanctioned events
- Judges must work collaboratively with the Zone Judging Chair and GymBC on judging assignments
- Judges are bound by the terms of the individual contract agreed upon for each competition
- Judges must act in a professional manner:
 - must be on time at the judges meeting
 - must not leave their seat during the competition without the permission of the apparatus chief judge
 - must remain at their apparatus until the entire competition is completed **unless they are excused by both the ACJ and CHJ due to extenuating circumstances.**
 - must avoid conversation with coaches regarding the evaluation of exercises (unless responding to an official inquiry)
 - must be willing to compromise when two counting scores are out of range
- Judges must wear the correct uniform: a dark blue suit, white blouse or shirt and **well-kept** closed toed footwear. **MAG Judges** who are officiating at a WAG competition may wear grey pants, navy jacket and a white shirt.
- Judges must update their Judging Record linked to their name on the Judges Availability with all judging activities, including CPE activities. This must be completed by June 15th. Failure to do this will result in a \$25.00 penalty. Judges will remain inactive until the Judges Record is complete.
- Judges are to limit themselves to judging, evaluating and scoring at the competition. They are not to involve themselves with the athletes warm up and/or training.
- During a trials competition, parents are not allowed to be chief judge on an apparatus if their child is competing; judges who are actively coaching are not allowed to be chief judge on an apparatus if their club has participants.

Definition of Active Judge

To be recognized as an active, a judge must:

- Be a registered member of Gymnastics BC
- Hold a valid level (has successfully completed a course and the evaluation process)
- Work on completing their annual CPE requirement
- Have maintained and updated their Judges Record
- Officiate at competitions in BC and - when possible - perform additional duties expected from a judge with a certain level (give clinics, organize CPE activities, mentor judges, support Team BC athletes and coaches, etc)

Duties of Competition Head Judge

- Arrive on site a minimum of 30 minutes ahead of designated Judges' Meeting time
- Attend (if possible) the pre-competition technical meeting
- Measure equipment (if not previously measured)
- Conduct an Officials' Meeting 15-20 minutes prior to competition and review any relevant procedures from among the following:
 - logistics of the meet – meals, socials, transportation, schedule, meetings, etc.
 - review the rules regarding equipment, warm ups, scoring procedures (including scoring system), special awardsetc.
 - review rules in effect for the category and any clarifications
 - professional protocol reminders
 - remind judges to judge what they see and know why they took the deductions
 - remind judges to refrain from commenting on social media concerning the meet/skills/score
 - review when conferences may occur
 - review the inquiry process
 - review duties with shadow judges or judges being assessed
 - if paper materials are in use, distribute competition order and scoresheets to judges
 - remind judges to verify their mailing and email addresses and include their approved expenses on the APE
 - remind judges that they must come back to the judging room for a short debrief after each session
- Liaise with the Floor Manager before and during competition
- Make sure the rotations are moving to their next event efficiently
- Monitor the work of the minor officials and provide assistance as necessary
- Observe and/or give opinions during judges' conferences
- Monitor the overall judging to assess the consistency of scores, intervene is necessary
- Review and deliver all inquiries during the competition, confirm change of scores with master scorer as required
- Monitor coaches and athletes behaviour and give warnings as deemed necessary (e.g. BB warming up on floor lines or beside BB while on deck to compete)
- Monitor that athletes and coaches remain in designated waiting area
- Preside over the debriefing meeting and dismiss all judge
- Submit any concerns requiring immediate attention or follow-up appropriately

140 WOMEN'S JUDGES COMMITTEE (WJC) **Rule** **WJC**

Mission of the WJC

A sub-committee of WTC, the WJC is the regulation setting and decision-making body when dealing with development and maintenance of all GymBC judges.

Their main goals are:

- Provide adequate judging education
- Assign judges to competitions, in coordination with the Zone Judging Chairs
- Promote good communication between judges and coaches
- Assist with the preparation of BC athletes and coaches for inter-provincial, national and international events
- Address any questions and concerns from the judging community regarding GymBC policies, clarifications on procedures, judging qualifications and concerns within the judging community or practices
- Implement regulations to promote judging recruitment, retention, and excellence

Composition

- The committee shall be composed of a minimum of five and maximum of 8 active judges representing all levels, **including the non-voting GymBC staff liason.**
- Judges from zones 3, 4, and 5 may not make up more than 75% of the WJC
- Judges who are interested in being on the Committee should contact the Chairperson
- New Member Applications:
 - Existing WJC members will vote on new member applications
 - A simple majority will confirm the appointment of new active judges to the WJC
 - A tie vote will not permit the applicant to be appointed
 - In the event of a tie, the applicant may appeal once
 - New member applications will be considered between the AJM and September of the following season
- In the event of conduct unbecoming of the committee, the member can be removed by unanimous consent

Duties of the Provincial Judging Chair

- Chair and submit a report for the Annual Judges' Meeting (AJM)
- Set and circulate the agenda and chair a minimum of four WJC meetings per year
- Serve as a member of the WTC, attend WTC meetings and report on the WJC activities as needed
- Represent BC at the PT Judging Chair Meeting
- Liaise with GymBC staff and GymCan regarding all judging related matters
- Submit to GymCan all required judges reports

Duties of the WJC members

Members are required to have a specific portfolio in order to remain a WJC member. These portfolios may include but are not limited to:

- Secretary -take and post minutes for all WJC meetings, including the AJM
- Treasurer -keep track of WJC expenses
- Assignment Coordinator – **provide GymBC support in reviewing any travelling assignments and assignments for trial-based competitions**
- New Judge Liaison -work with all new judges
- Assessment Coordinator -coordinate all judging assessments, collect assessment forms
- Liaisons such as HP, Xcel, GymBC, Rural Judges etc.

Duties of the Zone Judging Chairperson

BC is made up of 8 geographical zones, each has a Zone Judging Chair. In general, the Zone Judging Chair represents and supports the judges in their zone.

Duties include:

- Liaise with judges in their zone to ensure they are properly informed with judging procedures (GymBC registration, Judges Availability, APEs, assignments, record keeping, etc.)
- Liaise with the Zone Committee and the WJC on judging matters
- Organize judging clinics and CPE activities in their zone; requesting assistance from the WJC as needed
- Submit Zone CPE activities, details, and participants on the CPE Document
- Organize judges for competitions within their zone in collaboration with the host club and GymBC including:
 - updating the competition APE with the schedule, deadlines and form of payment
 - assign judges by completing the panels and submitting to GymBC for review in a timely manner and copying the WJC Assignment Coordinator
 - provide the host with information regarding judges travel and accommodation expenses as early as possible
 - updating and submitting final expenses to the host after the competition
 - confirming all judges have received correct payment within 15 days after the last day of the competition

Annual Judges Meeting (AJM)

The Women's Judges Committee (WJC) will hold an Annual Judges Meeting (AJM). This will be done virtually toward the end of the judging season.

The two primary purposes of the AJM are the election of a Chairperson in odd years and the sharing of annual reports by the Judging Chair, the GymBC Liason, the WJC members and the Zone Chairs. Attendees may ask questions about the reports presented, but the AJM is not intended to be a general discussion forum.

The Chairperson is elected for a two-year term at the AJM. The responsibilities of all positions will be assumed June 30 with a transition period between the vote and June 30 for any new members to learn their position from the previous members .

Every BC WAG judge currently registered with GymBC is invited to attend the AJM and may have 1 vote. Proxy votes are not permitted. Other interested GymBC members may attend the AJM.

In virtual elections the GymBC Liason – or an appointed alternative – will run the vote virtually. In order to be eligible to vote judges must be active WAG judges, be registered through the registration system by the meeting registration deadline, and be in attendance in real time. If the GymBC Liason is a registered WAG judge they forfeit their right to vote if they are running the election. If they wish to cast a vote they are required to appoint a non-voting party to run the election. Any parties running for chair may request to see the summary results of the election; they may not request to see the individual votes.

150 WAG Judges GUIDE Program – Formerly JEX

WJC GBC

The GUIDE program – Growth, Upliftment, Improvement, Development, and Excellence - is a program designed to recognize and promote superior judging performance and address minor judging issues and conflicts. Its primary purpose is to assist with the professional development of all WAG judges and ensure a professional quality of judge at all competitions.

Recognizing Outstanding Performance

A Judge may be recognized for one of many categories of achievement, including but not limited to the following:

- Participating in more than the required amount of CPE
- Being recognized through the general feedback form by coaches at competitions or camps as having provided exceptional quality of assistance, whether through technical expertise or helpful approach
- Being recognized by fellow judges through the general feedback form as having gone above and beyond in mentorship, volunteer assistance, or other
- Participating in leadership opportunities including mentorship, shadow panels, clinics or courses, and practice judging

Judges who are recognized in one or more achievement categories will be considered towards the Official of the Year category at the annual awards night. Achievement categories can also positively influence a judge's chances of being selected for trial competitions, approval for travel judging opportunities, and general panel assignments. Positive feedback will be shared with the judge(s) named directly via email from GymBC.

Addressing Minor Concerns

Judges are expected to adhere to the GymBC Code of Conduct at all times. Serious breaches should be reported to the GymBC Safety Officer at safety@gymbc.org. The GymBC Code of Conduct can be found on pages 19-25 of the [GymBC Complaint Management Handbook](#).

Some concerns may be brought to a judge's attention through the GUIDE program, including but not limited to the following:

- Argumentative or confrontational behaviour with the other judge(s) on panel or with coaches; demonstrating an unwillingness to cooperate towards a common goal
- Excessively abrupt or dismissive behaviour with the meet volunteers
- Inconsistent or unreasonable scoring
- Repeated incorrect application of rules
- Demonstrable favouritism
- Failure to arrive at a competition/camp prepared in all ways expected of a judge

Judges are primarily encouraged to address these issues directly, whether via phone, email or in person. If someone is not comfortable bringing these issues up directly, they may be reported to GymBC via the [General Feedback Form](#), or can be reported to the Competition Head Judge to be included in the [Competition Feedback Form](#).

The following process will be followed:

- 1) The incident will be logged. Upon further investigation an incident may be dismissed and not logged at the discretion of the Coach and Judge Development Coordinator in conjunction with the Judging Chairperson.
- 2) The identified judge will be contacted by the Coach and Judge Development Coordinator via phone or email to inform them of the concern.

- 3) In the event of a second incident at a separate event involving the same judge and the same type of issue, the identified judge will be contacted to inform them of what has been brought to GymBC's attention.
- 4) In the event of a third incident at a separate event involving the same judge and the same type of infraction, the judge will be recommended to a professional development activity to help them address the area of concern prior to being on panel again.
- 5) Following the completion of the educational opportunity, should the same type of incident continue to occur more than twice, the judge will be asked to meet with the GymBC Liason, the Judging Chairperson, and the zone chair or a support person of their choosing in order to help navigate a pathway to addressing the ongoing concern. Should there be no effort to understand or address the concern the WJC may recommend that the judge be removed from panels until the issue is addressed.

Failure to address minor issues may negatively impact a judge's chance of being selected for trial competitions, approval for travel judging opportunities, and general panel assignments.



Appendix 1 - Competition Head Judge Guide

Duties of the Competition Head Judge Prior to the Meet

1. Verify that the equipment being used meets the required equipment standards
2. Attend the coaches meeting
 - a. Identify yourself as the CHJ for the session
 - b. Identify any abnormal rules/procedures in place for that meet
 - c. Identify where you will be (floating or on which panel) should questions arise
3. Hold a Judges meeting
 - a. Review which levels will be competing and numbers
 - b. Review which judges will be on which panels
 - c. Review the materials judges will need for that particular session
 - d. Identify any rule misunderstandings from previous sessions or previous meets
 - e. Point out any particular points of focus (ex BC specific level 9 rules, composition, odd equipment specs or warm up procedures)
 - f. Identify any additional duties such as Special Awards

Duties of the Competition Head Judge During the Meet

1. If judging on a panel, simply be available when possible and prepared to answer any questions that may arise.
2. If not on panel the CHJ is expected to control judge 2-4 routines per apparatus to verify the consistency, timing, and accuracy of the panels.
3. The CHJ will also coordinate with the meet referee to identify any problems that need to be addressed and to ensure that the meet is flowing smoothly. They will assist in making sure that coaches are following the expectations laid out for them in terms of how the meet will be run and that the judges are aware if either the meet itself or a specific apparatus is not meeting the expectations in the schedule and provide feedback on how to address this (ie: too much talking between judges or a slow scorekeeper that may need assistance).

Duties of the Competition Head Judge After the Meet

1. Hold a debrief with each apparatus panel or as a group after the session's conclusion.
 - a. Inquire if any panels had technical questions or confusion
 - b. Inquire if any panels had positive or negative interactions which should be included in the meet report
2. Inform the Zone Judging Chair of any technical issues, hosting/organizational issues, or minor incidents which need to be logged in the competition report.

Appendix 2 – Judges' Record



WAG JUDGES RECORD

2024 - 2025

Name

CPE - Continuing Professional Education

Mandatory Requirements:

Xcel	CCP 5	CCP 8	CCP 10	JO 10 N	National	Brevet
12 hours	12 hours	12 hours	16 hours	16 hours	16 hours	16 hours
Minimum Course Hours Required						
6 hours	6 hours	6 hours	6 hours	6 hours	6 hours	6 hours

Judges must earn CPE hours from a minimum of 3 different activities listed below in addition to the annual Judging Course requirement

Event Type	Qualification Requirements
Judging Course*	In Canada
Judging Clinic**	In Canada or the USA
CPE Clinic	Organized/Approved by the Zone Chair
Training Camp	Organized/Approved by the WTC & WJC
Mock Meet	Organized/Approved by the Zone Chair
Judges Cup	Organized/Approved by the WJC
Mentoring	Organized/Approved by the Zone Chair
Assessment	Assessor and Assessee
Shadow Judging	Occurs at GymBC Sanctioned Competitions
Line Judging	Occurs at GymBC Sanctioned Competitions
Club Visit	With at least one other judge and approved by the Zone Chair
Video Judging	With at least one other judge and approved by the Zone Chair
Coaching	Athletes are CCP3+ or Xcel
WJC / WTC / Zone Chair	Committee Members or Zone Chair
Interclub Adjudicating	Does not qualify for CPE
High School Judging	Does not qualify for CPE
*A course is defined as the formal CCP/Xcel/HP courses that are necessary to attain or recertify a level	
**A clinic is defined as a course/workshop/educational seminar that is provided to enhance the knowledge of gymnastics or the CCP/Xcel/HP program	
All other CPE activities must be approved by the WJC	

CPE

Date	Event Name	Event Type	# of hours	Clinician/ Zone Chair
TOTAL HOURS				

If the CPE requirement has not been met, please indicate a plan to complete the mandatory CPE hours:

2023-2024
COMPLETE

2024-2025
-

COMPETITIONS

Record only GBC Sanctioned Xcel, CCP and FIG sessions
Do not include Judges Cup, Mock Meets, Interclub or High School Competitions

***It is mandatory that you record all CCP 9 & CCP 10 routines judged as this is required at the National Level to attain a rating**

Record 1 session per row Mark an X for the event, numbers only needed for CCP 9 & 10

Date	Competition	Level	Vault	Bars	Beam	Floor

[illegible]

Please keep this form up to date, it may be used by Zone Chairs to assign panels.
Please make sure that it is complete for the 2024-2025 season by **June 15th**
Failure to complete by the deadline will incur a \$25.00 penalty and
will affect future assignments.

Appendix 3 – GUIDE Links

The GUIDE Judges Meet Report Form is to be completed once per competition by the Zone Judging Chair or an appointed representative who was present at the majority of the competition.

[The Judges Meet Report Form can be found linked here.](#)

The GUIDE General Competition Feedback Form can be completed by anyone active on the field of play at a competition – judge, coach, volunteer, athlete. Positive feedback is always encouraged. When reporting a concern reporters are encouraged to address the issue directly if possible.

[The General Competition Feedback Form can be found here.](#)

Below you will find the GUIDE QR code which should be posted at all WAG Competitions in BC in an area that is accessible to all active participants on the Field of Play.

GUIDE - General Competition Feedback Form

