



GYMNASTICS  
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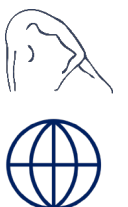
# **TECHNICAL RULES AND REGULATIONS**

## **SECTION G**

OFFICIALS PROFESSIONAL AND OPERATIONAL GUIDELINES

WOMEN'S ARTISTIC GYMNASTICS

[www.gymnasticsontario.ca](http://www.gymnasticsontario.ca)



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# 1 GENERAL

## 1.1 PREFACE

The Policies, Procedures and By-laws of Gymnastics Ontario are the final authority for the Federation and govern the actions of all members, committees, sub-committees and working groups.

The rules contained in the current edition of Roberts Rules of Order will govern the Federation in all cases where they apply and where they do not conflict with specific By-laws or Rules of Order adapted by the Federation.

This manual contains Professional and Operational Guidelines, which govern the actions and behaviours of ALL Provincial, National and Brevet Gymnastics Ontario Women's Artistic Judges. National and Brevet judges are also responsible for information / rules regarding the National and Brevet Systems in the GymCan Women's Program Manual. The judging sections of this manual are available on the GymCan website <https://gymcan.org/> (Trello)

The Purpose of this manual is to ensure consistency in the Women's Program, by establishing rules, regulations and program guidelines and is reviewed and updated annually.

**All changes for this document and current season are highlighted.**

Thank you to the Judging Sub Committee for the work in developing, editing and maintaining the Professional and Operational Guidelines for Women's Artistic Judges.

## 1.2 JUDGING SUB-COMMITTEE

The Judging Sub-committee (JSC) of eight volunteers (Chair and seven Members-at-large) reports directly to the Women's Technical Committee (WTC). The committee members are elected for a two-year term at the annual Women's Judging Assembly. The terms are staggered so that one half of the committee is elected annually. The Judging Sub-Committee appoints several working groups to assist with specific projects.

The major responsibility of the JSC is to establish communication amongst judges, develop the education program required to train, develop/promote CPE professional development, and upgrade judges in service of the Ontario Competitive Program (OCP). The Education Program includes yearly clinics, Beginner Judges Courses, Mentoring and Assessments. The Chair and one Member-at-large are active, voting members of the WPC and provide input to major decisions of the OCP. The following judges are members of the JSC:

Chair (HP Lead)\* – Angela Alberry (2027)

Member-at-Large (Education Lead)\* – Jennifer Shaw (2026)

Member-at-Large (Compulsory Education) – Lisa Fara (2026)

Member-at-Large (Compulsory Education) – Brooklyn Sutton (2027)

Member-at-Large (Xcel Education) – Asifa Rahim (2026)

Member-at-Large (Level 6-9 Education) – Thea Rotteau (2027)

Member-at-Large (Level 6-9 Education) – Amanda Pepin (2027)

Member-at-Large (Secretary) – Merritt Lymburner (2026)

*\*WTC Representatives Chair and JSC Member at Large (as determined by JSC and portfolios)*

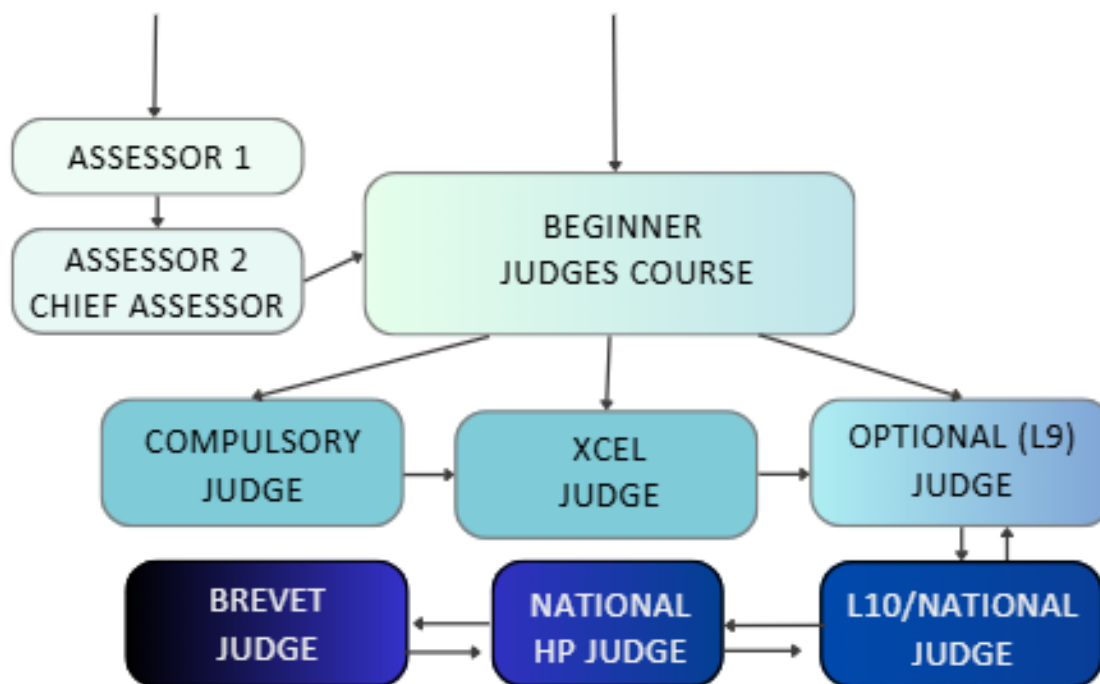
## 1.3 JUDGING ASSEMBLY

The main mandate of the Judging Assembly is to elect the Judging Sub-Committee members.

For Election Procedures and Sub-Committee Roles please see Section B. Specifics of the judging assembly are communicated annually with the Assembly Package.

## 1.4 DOCUMENTS IN EFFECT – see Section I (i.ii), 1.2 Documents in Effect

## 1.5 ASSESSOR-JUDGE PATHWAY



*\* Brevet Pathway as per GymCan Refer to Judging Handbook*

## 2 JUDGING REQUIREMENTS

### 2.1 PROFESSIONALISM AND EXPECTATIONS

A judge shall demonstrate professionalism and responsibility to the sport and respect for all members of Gymnastics Ontario.

The Professional Guidelines outlined in this document are intended to provide direction and to assist judges with decision-making.

It is not possible or practical to outline guidelines for each situation which may occur. In cases where a specific rule does not exist, the judge(s) is (are) expected to exercise common sense, practice courtesy and show respect in all decisions. Any such situation should be noted in the Competition Chief Judge (CCJ) Report, which will be forwarded to the WPJA for discussion if necessary.

Judges play a critical role in establishing the environment at all competitions. This environment should be safe, fair, positive, relaxed and friendly. The following guidelines will assist in establishing and maintaining the appropriate environment.

Judges are expected:

- To be a member in good standing of Gymnastics Ontario in one of the following membership categories (affiliated or unattached):
  - WAG Invitational Judge (Compulsory, Xcel and ODP Assessor)
  - WAG Provincial Judge (Level 9)
  - WAG National Judge (Level 10 and National/HP)
  - WAG Brevet Judge
- To respect the needs of each club, coach, gymnast, and other judges.
- To arrive at the judges' meetings on time in judging uniform.
- To understand, be aware of and adhere to the rules and regulations governing competitions.

- To be prepared for each specific judging assignment.
- To be certain that both coaches and gymnasts are present before the warm-up begins.
- To greet gymnasts on arrival at each event. All panel members are to stand to greet the gymnasts for their first event; the D1 is to stand to greet the gymnasts for all other rotations.
- To acknowledge gymnasts with eye contact at the beginning and end of each routine.
- To work quickly and accurately to produce a score, and to be prepared to justify that score with reference to current documentation.
- To be a cooperative member of the judging panel.
- To be unbiased, fair and impartial in scoring and aim for perpetual objectivity.

All registered Gymnastics Ontario Judges are required to adhere to Gymnastics Ontario's policies and procedures (including the *Code of Conduct and Ethics*), sign the Gymnastics Ontario Code of Conduct each competitive season to acknowledge their understanding and adherence to the Gymnastics Ontario Professional and Operational Guidelines for Women's Artistic Judges.

### JUDGING EXCELLENCE

- Excellence in judging is a goal shared by all officials. The mandate of the Judging Excellence Working Group (JEX) is to promote the professional behaviour of all judges and to improve relations and communications among judges and between judges and coaches.
- To recognize judges who have demonstrated excellence in carrying out their responsibilities.
- To identify opportunities for improving professionalism in judging
- To generate suggestions for enhancing the working relationships between judges, and between judges and coaches.

### Composition of JEX

- Women's Artistic Gymnastics Program Manager (WPM) (JEX Chair)
- Women's Artistic Gymnastics Program Judging Assistant (WPJA)
- Women's Artistic Gymnastics Judging Chair

\*for any conflict for a received complaint the chair may appoint an additional person to fill JEX. The appointed judge must be an active JO or Level 10 or higher judge who has a minimum of 5 years' experience and is preferably not a member of the Gymnastics Ontario WAG Judging Sub-Committee.

### Discipline and Complaints

The JEX Working Group may be called upon to address any of the following, and has the discretion to implement the processes outlined below:

- All complaints must be submitted in writing either independently (via Judging Complaint Form) or via meet reports sent to both the WPM and WPJA.
- Any individual named in a complaint by the complainant, must receive written notice of the submission, from JEX within two weeks.
- All individuals involved in the complaint must be given the opportunity to respond to it in writing.
- The JEX Working Group must meet within one month of receiving any complaint to review and to reach a decision or recommendation. The JEX Working Group may seek input from others as to the validity of the complaint.
- The JEX Working Group may render any of the following minor sanctions, which will be distributed by written decision to the complainant, respondent and Gymnastics Ontario.
- To address minor specific issues/concerns raised through independent referrals or meet reports (as outlined below), such as:
  - Errors in judgment
  - Improper application of Technical Rules
  - Improper conduct in working with or responding to judges, coaches, or athletes
  - requirement to take or re-take a certification course

- To address major issues the JEX Working Group will notify the CEO who will direct the complaint to submit the matter pursuant as per the Gymnastics Ontario's *Discipline and Complaints Policy*, such as:
  - Repeated minor instances
  - Conduct that intentionally interferes with a competition or any athlete's preparation for competition
  - Conduct that intentionally damages Gymnastics Ontario's image, credibility or reputation
  - Major or repeated violations of Gymnastics Ontario Code of Conduct and Ethics

## 2.2 JUDGING LEVELS/PROFILE and REQUIREMENTS

Compulsory Level Judge – Hourly Rate \$17.00
Entry
<ul style="list-style-type: none"> <li>• Min 16 yrs. old when taking the Beginner Judges Course</li> <li>• Register with GO as a judge by October 15<sup>th</sup> as Invitational WAG Judge</li> <li>• Must be NCCP Foundations Trained or equivalent and Safe Sport</li> <li>• Must attend 100% of Beginner Judges Course Compulsory- must achieve a minimum score of 80% with it weighted 60% for the practical and 40% for the written</li> </ul>
Yearly Requirements
<ul style="list-style-type: none"> <li>• Attend a yearly clinic- see section 2.4</li> <li>• Sign the Code of Conduct</li> <li>• Purchase a current Compulsory manual from USAG</li> <li>• Complete 12 CPE Hours (see section 2.5)</li> <li>• Judge a minimum of 1 OCP Level 1-5 competition (for how to count competitions please see section 2.8)           <ul style="list-style-type: none"> <li>○ Consideration may be given to judges who were not assigned to the minimum number of required meets when they have been proactive throughout the season to attempt to be placed on panels (ex. Through sign-ups, reaching out to meet directors, communications with the WPJA).</li> </ul> </li> <li>• Evaluation to be completed once per cycle (see section 2.4)</li> <li>• Must have judged a min. of 5 days of L3-5 Qualifiers to be eligible to judge L3-5 Ontario Championship</li> <li>• Complete IAP- All Judges will receive an IAP link via email in May. Judges are required to complete and submit the IAP by <b>the deadline of May 31st</b></li> <li>• Submit Records via email to GO by the deadline of May 31st</li> </ul>
Opportunities
<ul style="list-style-type: none"> <li>• Permitted to Judge Level 1-5 Compulsory Competitions</li> <li>• <b>See section 2.8</b> for further information</li> </ul>
Upgrading
<ul style="list-style-type: none"> <li>• Completion of one year as a Compulsory Judge</li> <li>• Must complete an application to upgrade by May 31st (via IAP)</li> <li>• Successfully meet all upgrading requirements</li> <li>• Successfully complete a written (weighted 40%) and practical (weighted 60%) (video) exam:           <ul style="list-style-type: none"> <li>○ 80% or higher to become an Optional Level 6-9 Judge</li> <li>○ 70-79% to become an Xcel Level Judge</li> </ul> </li> </ul>

Xcel Level Judge – Hourly Rate \$17.00
Entry
<ul style="list-style-type: none"> <li>• Successfully completed all the upgrading requirements</li> <li>• Register with GO as a judge by October 15<sup>th</sup> as Invitational WAG Judge</li> </ul>

<ul style="list-style-type: none"> <li>• Must be NCCP Foundations Trained or equivalent and Safe Sport</li> <li>• Must attend 100% of Beginner Judges Course. Exam results will determine the Level of the Judge: Xcel - must achieve a minimum score between 70% and 79% on the Level 6-9 portion with it weighted 60% for the practical and 40% for the written</li> <li>OR</li> <li>• Successfully complete an Xcel upgrading written and practical (video) exam 80% with it weighted 60% for the practical and 40% for the written</li> </ul>
<b>Yearly Requirements</b>
<ul style="list-style-type: none"> <li>• Attend a yearly clinic (see section 2.4)</li> <li>• Sign the Code of Conduct</li> <li>• Purchase a current Compulsory and Xcel manual from USAG</li> <li>• Complete 12 CPE Hours (see section 2.5)</li> <li>• Judge a minimum of 1 OCP Level 1-5/Xcel competition (for how to count competitions please see section 2.8) <ul style="list-style-type: none"> <li>○ Consideration may be given to judges who were not assigned to the minimum number of required meets when they have been proactive throughout the season to attempt to be placed on panels (ex. Through sign-ups, reaching out to meet directors, communications with the WPJA).</li> </ul> </li> <li>• Evaluation to be completed once per cycle (see section 2.4)</li> <li>• Must have judged a min. of 5 days of L3-5 Qualifiers to be eligible to judge at L3-5 Championships</li> <li>• Complete IAP- All Judges will receive an IAP link via email in May. Judges are required to complete and submit the IAP by <b>the deadline of May 31st</b></li> <li>• Submit Records via email to GO by the deadline of May 31<sup>st</sup></li> </ul>
<b>Opportunities</b>
<ul style="list-style-type: none"> <li>• Permitted to Judge Level 1-5 Compulsory (D1/E Panel) and Xcel Competitions (E panel)</li> <li>• <b>See section 2.8</b> for further information</li> </ul>
<b>Upgrading</b>
<ul style="list-style-type: none"> <li>• Completion of one year as an Xcel Judge</li> <li>• Must complete an application to upgrade by May 31st (via IAP)</li> <li>• Successfully meet all upgrading requirements</li> <li>• Successfully complete a 6-9 upgrading written and practical (video) exam 80% or higher with it weighted 60% for the practical and 40% for the written</li> </ul>

<b>Level 9 Judge – Hourly Rate \$21.00</b>
<b>Entry</b>
<ul style="list-style-type: none"> <li>• Successfully completed Beginner Judges Course OR all the upgrading requirements</li> <li>• Register with GO as a judge by October 15<sup>th</sup> as Provincial WAG Judge</li> <li>• Must be NCCP Foundations Trained or equivalent and Safe Sport</li> <li>• Successfully complete an in-person written and practical (video) exam 80% or higher with it weighted 60% for the practical and 40% for the written</li> </ul>
<b>Yearly Requirements-</b>
<ul style="list-style-type: none"> <li>• Attend a yearly clinic (see section 2.4)</li> <li>• Sign the Code of Conduct</li> <li>• Purchase a current Compulsory, Xcel, DP manual from USAG</li> <li>• Complete 12 CPE Hours (see section 2.5)</li> <li>• Judge a minimum of 3 OCP competitions, with a minimum of 1 being a Level 6-9 competition (for how to count competitions please see section 2.8) <ul style="list-style-type: none"> <li>○ Consideration may be given to judges who were not assigned to the minimum number of required meets when they have been proactive throughout the season to attempt to be placed on panels (ex. Through sign-ups, reaching out to meet directors, communications with the WPJA).</li> </ul> </li> <li>• Evaluation to be completed once per cycle (see section 2.4)</li> </ul>

<ul style="list-style-type: none"> <li>• <b>Ontario Championships-</b> Must have judged a min. of 5 competition days (Qualifying Competitions min 2 L3-5 and min 3 L6-9) Must be available and sign up for <b>a minimum</b> 2 days at L3-5 Championships OR <b>a minimum</b> 2 days at L6-9 Championships. Judges are expected to sign up for all competition days they are available for.</li> <li>• Complete IAP- All Judges will receive an IAP link via email in May. Judges are required to complete and submit the IAP by <b>the deadline of May 31st</b></li> <li>• Submit Records via email to GO by the deadline of May 31st</li> </ul>
Opportunities
<ul style="list-style-type: none"> <li>• Eligible to be a D1</li> <li>• Eligible to be CCJ</li> <li>• Eligible to be an Assistant Clinician</li> <li>• Eligible to apply for Travel</li> </ul> <p><b>See section 2.8</b> for further information</p>
Upgrading
<ul style="list-style-type: none"> <li>• Must complete an application to upgrade by May 31st (via IAP)</li> <li>• Successfully meet all upgrading requirements</li> <li>• Successfully complete all the upgrading requirements</li> </ul> <p>As per GYM CAN requirements. Further information on standards may be found in <a href="#">GymCan Technical - National Judges Handbook (Trello)</a>.</p>

<b>Level 10 Judge – Hourly Rate \$24.00</b>
Entry
<ul style="list-style-type: none"> <li>• Successfully completed all the upgrading requirements As per GYM CAN requirements. (Level 10 pass standard 75% in Ontario)</li> <li>• Further information on standards may be found in <a href="#">GymCan Technical - National Judges Handbook (Trello)</a>.</li> <li>• Register with GO as a judge by October 15<sup>th</sup> as a National WAG Judge</li> <li>• Must be NCCP Competition 1 (Introduction)* or equivalent and Safe Sport. *under review by GymCan</li> </ul>
Yearly Requirements
<ul style="list-style-type: none"> <li>• Attend a yearly clinic (see section 2.4)</li> <li>• Sign the Code of Conduct</li> <li>• Purchase a current Compulsory, Xcel and DP manual from USAG</li> <li>• Complete 16 CPE Hours (see section 2.5)</li> <li>• Judge a minimum of 3 OCP Level 6-10 competitions (for how to count competitions please see section 2.8) <ul style="list-style-type: none"> <li>○ Consideration may be given to judges who were not assigned to the minimum number of required meets when they have been proactive throughout the season to attempt to be placed on panels (ex. Through sign-ups, reaching out to meet directors, communications with the WPJA).</li> </ul> </li> <li>• Attend and successfully meet the pass standard at the National Course (as per GymCan)</li> <li>• <b>Ontario Championships-</b> Must have judged a min. of 5 competition days (Qualifying Competitions min 2 L3-5 and min 3 L6-10) Must be available and sign up for <b>a minimum</b> 2 days at L3-5 Championships OR <b>a minimum</b> 2 days at L6-9 Championships. Judges are expected to sign up for all competition days they are available for.</li> <li>• Complete IAP- All Judges will receive an IAP link via email in May. Judges are required to complete and submit the IAP by <b>the deadline of May 31st</b></li> <li>• Submit Records via email to GO by the deadline of May 31<sup>st</sup></li> </ul>
Opportunities
<ul style="list-style-type: none"> <li>• Eligible to be a D1 and CCJ</li> <li>• Eligible to be a Clinician or Assistant</li> </ul>

<ul style="list-style-type: none"> <li>Eligible to apply for Travel <b>See section 2.8</b> for further information</li> </ul>
Upgrading
<ul style="list-style-type: none"> <li>Must complete an application to upgrade by May 31 (via IAP)</li> <li>Successfully meet all requirements</li> <li>Successfully complete all the upgrading requirements As per GYMCAN requirements. Further information on standards may be found in <a href="#">GymCan Technical - National Judges Handbook (Trello)</a>.</li> </ul>

<b>National Judge – Hourly Rate \$25.00</b>
Entry
<ul style="list-style-type: none"> <li>Successfully completed all the upgrading requirements As per GYMCAN requirements. (Level 10 pass standard 80% in Ontario)</li> <li>Further information on standards may be found in <a href="#">GymCan Technical - National Judges Handbook (Trello)</a>.</li> <li>Register with GO as a judge by October 15<sup>th</sup> as National WAG Judge</li> <li>Must be NCCP Competition 1 (Introduction)* or equivalent and Safe Sport.</li> <li>*under review by GymCan.</li> </ul>
Yearly Requirements
<ul style="list-style-type: none"> <li>Attend a yearly clinic (see section 2.4)</li> <li>Sign the Code of Conduct</li> <li>Purchase a current Compulsory, Xcel and DP manual from USAG</li> <li>Meet all <a href="#">GymCan</a> requirements for this level The <a href="#">GymCan</a> Operational Guidelines govern the minimum eligibility and requirements</li> <li>Complete 16 CPE Hours (see section 2.5)</li> <li>Judge a minimum of 3 OCP Level 6-10 competitions (for how to count competitions please see section 2.8) <ul style="list-style-type: none"> <li>Consideration may be given to judges who were not assigned to the minimum number of required meets when they have been proactive throughout the season to attempt to be placed on panels (ex. Through sign-ups, reaching out to meet directors, communications with the WPJA).</li> </ul> </li> <li>Attend and successfully meet the pass standard at the National Course (as per Gymcan)</li> <li><b>Ontario Championships-</b> Must have judged a min. of 5 competition days (Qualifying Competitions min 2 L3-5 and min 3 L6-10) Must be available and sign up for <b>a minimum</b> 2 days at L3-5 Championships OR <b>a minimum</b> 2 days at L6-9 Championships. Judges are expected to sign up for all competition days they are available for.</li> <li>Complete IAP- All Judges will receive an IAP link via email in May. Judges are required to complete and submit the IAP by <b>the deadline of May 31st</b></li> <li>Submit both Provincial and National Judging Records via email to GO by the deadline of May 31<sup>st</sup></li> </ul>
Opportunities
<ul style="list-style-type: none"> <li>Eligible to be a D1 and CCJ</li> <li>Eligible to be a Clinician or Assistant</li> <li>Eligible to apply for Travel <b>See section 2.8</b> for further information</li> </ul>
Upgrading
<ul style="list-style-type: none"> <li>Must complete an application to upgrade by May 31st (via IAP)</li> <li>Successfully meet all requirements</li> <li>Successfully complete all the upgrading requirements As per GYMCAN requirements. Further information on standards may be found in <a href="#">GymCan Technical - National Judges Handbook (Trello)</a>.</li> </ul>

HP Judge – Hourly Rate \$25.00
Entry
<ul style="list-style-type: none"> <li>• Successfully completed all the upgrading requirements (including NCCP and Safe Sport) As per GYM CAN requirements. (Level 10 pass standard 80%) Further information on standards may be found in <a href="#">GymCan Technical - National Judges Handbook (Trello)</a>.</li> <li>• Register with GO as a judge by October 15<sup>th</sup> as National WAG Judge</li> </ul>
Yearly Requirements
<ul style="list-style-type: none"> <li>• Attend a yearly clinic (see section 2.4)</li> <li>• Sign the Code of Conduct</li> <li>• Purchase a current Compulsory, Xcel and DP manual from USAG</li> <li>• Meet all <a href="#">GymCan</a> requirements for this level The <a href="#">GymCan</a> Operational Guidelines govern the minimum eligibility and requirements</li> <li>• Complete 16 CPE Hours (see section 2.5)</li> <li>• Judge a minimum of 3 OCP Level 6-10 competitions (for how to count competitions please see section 2.8) <ul style="list-style-type: none"> <li>○ Consideration may be given to judges who were not assigned to the minimum number of required meets when they have been proactive throughout the season to attempt to be placed on panels (ex. Through sign-ups, reaching out to meet directors, communications with the WPJA).</li> </ul> </li> <li>• Attend and successfully meet the pass standard at the National/HP Course (as per GymCan)</li> <li>• <b>Ontario Championships-</b> Must have judged a min. of 5 competition days (Qualifying Competitions min 2 L3-5 and min 3 L6-10) Must be available and sign up for <b>a minimum</b> 2 days at L3-5 Championships OR <b>a minimum</b> 2 days at L6-9 Championships. Judges are expected to sign up for all competition days they are available for.</li> <li>• Complete IAP- All Judges will receive an IAP link via email in May. Judges are required to complete and submit the IAP by <b>the deadline of May 31st</b></li> <li>• Submit both Provincial and National Judging Records via email to GO by the deadline of May 31st</li> </ul>
Opportunities
<ul style="list-style-type: none"> <li>• Eligible to be a D1 and CCJ</li> <li>• Eligible to be a Clinician or Assistant</li> <li>• Eligible to apply for Travel <b>See section 2.8</b> for further information</li> </ul>
Upgrading
<ul style="list-style-type: none"> <li>• Must complete an application to upgrade by May 31st (via IAP)</li> <li>• Successfully meet all requirements</li> <li>• Successfully complete all the upgrading requirements As per GYM CAN requirements. Further information on standards may be found in <a href="#">GymCan Technical - National Judges Handbook (Trello)</a>.</li> </ul>

Brevet Judge – Hourly Rate \$28.00
Entry
<ul style="list-style-type: none"> <li>• Successfully completed all the upgrading requirements (including NCCP and Safe Sport) As per GYM CAN requirements.</li> <li>• Further information on standards may be found in <a href="#">GymCan Technical - National Judges Handbook (Trello)</a>. Register with GO as a judge by October 15<sup>th</sup> as Brevet WAG Judge.</li> </ul>
Yearly Requirements
<ul style="list-style-type: none"> <li>• Attend a yearly clinic (see section 2.4)</li> <li>• Sign the Code of Conduct</li> <li>• Purchase a current Compulsory, Xcel and DP manual from USAG</li> <li>• Meet all <a href="#">GymCan</a> requirements for this level</li> </ul>

<p>The <a href="#">GymCan</a> Operational Guidelines govern the minimum eligibility and requirements for Brevet judges</p> <ul style="list-style-type: none"> <li>• Complete 16 CPE Hours (see section 2.5)</li> <li>• Judge the minimum number of OCP competitions as per GymCan requirements.</li> <li>• Attend and successfully meet the pass standard at the FIG Course (as per GymCan/FIG) per cycle</li> <li>• <b>Ontario Championships</b>- Must have judged a min. of 5 competition days (Qualifying Competitions)</li> </ul> <p>It is encouraged to sign up for a <b>minimum</b> 2 days at L3-5 Championships OR a <b>minimum</b> 2 days at L6-10 Championships</p> <p>Judges are also encouraged to sign up for all competition days they are available for.</p> <ul style="list-style-type: none"> <li>• Complete IAP- All Judges will receive an IAP link via email in May. Judges are required to complete and submit the IAP <b>by the deadline of May 31st</b></li> <li>• Submit Records via email to GO by the deadline of May 31<sup>st</sup></li> </ul>
<p>Opportunities</p> <ul style="list-style-type: none"> <li>• Eligible to be a D1 and CCJ</li> <li>• Eligible to be a Clinician or Assistant</li> <li>• Eligible to apply for Travel</li> </ul> <p><b>See section 2.8</b> for further information</p>

<p><b>Northern Judge</b> – Hourly Rate: dependent on Judging Level *refer to above</p>
<p>NJ Eligibility</p> <ul style="list-style-type: none"> <li>• Certified as a Judge in Ontario</li> <li>• Resides in a geographical location with limited access to competition venues and opportunities</li> <li>• Eligible to judge OCP Xcel, L1-9 Invitationals, Qualifiers and High School meets</li> </ul>
<p>Yearly Requirements</p> <ul style="list-style-type: none"> <li>• Meet yearly requirements based on judging level (as indicated above), with the exception that competition requirements can span over a 2-year period.</li> </ul>
<p>Opportunities</p> <ul style="list-style-type: none"> <li>• <b>See section 2.21</b> for information applicable to level</li> </ul>

**2.3 JUDGING STATUS**

Judges’ statuses are reviewed annually by the Judging Sub-Committee. Judges will be notified of their judging level/status by **July 15th**; a written appeal on level and/or status must be received by the WPJA-Julie within **two weeks** of notification of level and/or status.

**2.4 YEARLY CLINIC and EVALUATION**

Judges are required to attend a yearly clinic to be permitted to judge for the upcoming season. Judges are required to successfully complete an evaluation once per cycle.

Evaluation Cycle:

Compulsory Level 1-5 (cycle 2021-2029) - evaluation in fall of 2028, 2032

Xcel (cycle 2022-2026) – evaluation in the fall of 2028, 2032

Optional Level 6-9 (cycle 2022-2026) – evaluation in the fall of 2027, 2031

Level 10 (cycle 2022-2026) – evaluation in the fall of 2026, 2030

National/HP (cycle 2024-2028) - evaluation in the in the fall of 2025, 2029

Brevet (cycle 2024-2028) – as per FIG (2028)

**2.5 CONTINUING PROFESSIONAL EDUCATION (CPE)**

All judges are required to complete CPE hours as outlined in the table below:

Judging Level	CPE Clinic Hours	Other CPE Hours	Total CPE Hours
Compulsory 1-5, Xcel	6	6	12

Optional 6-9	6	6	12
Optional 10	6	10	16
National	6	10	16
HP	6	10	16
Brevet Candidate	6	10	16
Brevet	6	10	16

### Clinic CPE Hours

- The yearly judging clinic is required as part of the clinic CPE hours for all judges.
- Additional educational components may be provided by GO/JSC (ex. Online Yearly Clinic CPE Hours via Google Classroom).

### Other CPE Hours

Judges are expected to complete their "Other CPE Hours" through a minimum of 2 different educational areas, appropriate to your judging level, which could include:

- GO coaches and/or judges' workshops
- GO or USAG Congress
- Scripting routines from the spectator area when not on panel at any GO sanctioned competition (CCJ to sign)
- Observation during training sessions at any sanctioned training camps (GO or GYM CAN)
- Gym visitation
- Online video review and scripting
- Judging Assembly
- GO assigned Mentorship (mentor and mentee)
- Additional online Google Classroom material provided by GO/JSC.

All judging records must have CPE hours recorded, dated, location, level observed and verified by the appropriate person to be considered complete. Judges can request alternative development activities (must be requested in advance and approved by the JSC).

All CPE hours must be unpaid and can only include WAG activities.

## 2.6 LEAVE OF ABSENCE

Application for a Leave of Absence must be submitted in writing and sent to WPJA- Julie Arsenault-Howick at: [wpja@gymnasticsontario.ca](mailto:wpja@gymnasticsontario.ca) by **September 15<sup>th</sup>**.

**A maximum of 1 leave of absence every 4 years will be granted.** Extenuating circumstances may be considered for additional/consecutive leave of absence requests. Judges must notify the WPJA in writing via email of their intentions to return for the next season by May 31<sup>st</sup>.

**Returning after a LOA:** In the returning season the judge must fulfill all evaluations/requirements required for the judge's leave of absence year. Any judge who requests two consecutive leaves or two leaves in a four-year period may be required to retake and successfully complete the Beginner's Judge Course.

## 2.7 NON-COMPLIANCE OF JUDGING YEARLY REQUIREMENTS

Judges **MUST** attend and complete their yearly clinics and pass their required evaluations (within each cycle as applicable) in order to maintain certification every year.

Judges must complete all Judging Yearly Requirements as outlined in Section 2.2 based on their judging level.

Judges who have failed to meet any of their judging requirements will receive a written warning.

Non-compliance for a second time will result in the judge receiving a written warning regarding possible additional sanctions including referral to JEX.

Third time non-compliant judges will be referred to JEX to determine if judging certification may be revoked and/or the judge must retake the Beginner Judge Course to re-certify as a judge.

## 2.8 JUDGING ASSIGNMENTS and SELECTIONS

### JUDGING ASSIGNMENTS

Each season, certified Judges who are members of Gymnastics Ontario in good standing can sign-up to provide availability by weekend via “GOOGLE FORM - Sign-up” sent to all eligible judges in the fall. The list of available judges will be shared with each respective host club to secure judges based on level of athlete competing and to confirm panel assignments with CCJ and individual judges via panel documents.

To ensure that all athletes receive fair and just evaluations from qualified individuals, and to ensure that Risk Management Procedures are adhered to, judges will officiate only in disciplines in which they are certified.

Change in availability – please see. 3.5 UNABLE TO FULFILL JUDGING REQUIREMENTS

*\* competition requirements are being monitored with the current process for panel sign-up/assignments.*

Counting Competitions:

4 hours or less = ½ day (half competition)

4-8 hours = 1 day (1 competition)

8 or more hours = 1 ½ day (1.5 competitions)

Competitions	Criteria/Expectations for Judging Assignments
<b>Invitationals and Qualifiers</b>	<p>Certified GO Judge</p> <p>The CCJ for all OCP competitions will be assigned by GO</p> <p>It is the Host Club’s responsibility to secure judges for these competitions.</p> <p>The CCJ will assign host secured judges to panels (based on level of athlete competing) and send a copy of panels to WPJA (Julie a minimum 6 weeks prior to the competition).</p>
<b>Selection Competitions:  Tour and Ontario Championship</b>	<p>GO is responsible for securing judges for, Selection Competitions and both Level 3-5 and Level 6-10 Ontario Championships.</p> <ul style="list-style-type: none"> <li> <b>Ontario Championships-</b> Must have judged a min. of 5 competition days (Qualifying Competitions min 2 L3-5 and min 3 L6-10)                      Must be available and sign up for 2 days at L3-5 Championships OR 2 days at L6-10 Championships                      Judges are expected to sign up for all competition days they are available for                      Judges are expected to complete required CPE Clinics by the deadline in order to be considered for panel assignment at OC.                      Preference will be given to: D Panel judges, Availability to judge for 3 days or more.                 </li> </ul> <p>Coaches who have dual responsibilities as judges will be assigned in a fair and equitable manner whenever possible.</p> <p>Affiliated Judges: Only one affiliated judge from a club will be assigned per panel</p> <p>Budget available for officials (judges) is taken into consideration</p> <p>Judges who wish to judge but have not met the requirements to judge at Championships must indicate on their sign up for Ontario Championships if they still wish to be considered for panel assignments. The decision to assign any judge will be at the discretion of the Women’s Judging Chair and WPJA.</p> <p>Special consideration may be given for assigning D1 judges who have judged less than 5 OCP Qualifying Competitions when needed.</p>

Judging Panel Eligibility Chart:

Level 1-10 and Invitational (including Xcel): two judges per panel

Tour Selection and Ontario Championships: three judges per panel

Type of Competition	Compulsory Level 1-5	Xcel Bronze, Silver, Gold	Optional Level 6-9	Level 10	Aspire	High Performance
Judge Level Minimum (per panel)	Min. one Xcel+ and one L5+	One L9+ and one Xcel+	Two L9+	One L10+ and one L9+	One L10+ and one L9+	Two HP (can use one L10 N)
Compulsory Judge	✓	not eligible	not eligible	not eligible	not eligible	not eligible
Xcel Judge	✓	✓	not eligible	not eligible	not eligible	not eligible
L9 Judge	✓	✓	✓	Can be 2 <sup>nd</sup> judge if needed	Can be 2 <sup>nd</sup> judge if needed	not eligible
L10 Judge	✓	✓	✓	✓	✓	Can be 2 <sup>nd</sup> judge if needed
National	✓	✓	✓	✓	✓	Can be 2 <sup>nd</sup> judge if needed
HP	✓	✓	✓	✓	✓	✓
Brevet	✓	✓	✓	✓	✓	✓

#### Restrictions:

Compulsory Level Judges: are permitted to judge Level 1-5 compulsory gymnasts only

Xcel Level Judges: are permitted to judge Level 1-5 Compulsory (D1/E panel) and Xcel (E panel) gymnasts only

Optional Level 9 Judges: are permitted to judge Level 1-9 and Xcel gymnasts (D2/E panel only for Level 10)

Optional Level 10 Judges: are permitted to judge Level 1-10, Xcel and National gymnasts

#### Out of Province Competitions

*All National and Provincial Judges must go through their P/T Chair to receive permission to officiate at an out of province competition.*

*Judges contacting out-of-province clubs and/or Judging Chairs directly will not receive permission to judge at those competitions.*

Funded Brevet Judges to National Championships	GYMCAN assigned. The Province/Territory (P/T) will be informed of final judges panels by GYMCAN.
Self-funded Brevet Judges to National Championships	Invitation by GYMCAN. Do not require P/T permission. The P/T will be informed of the final judges panels by GYMCAN.
National Judges invited to judge at Elite Canada	National Judge must inform P/T that they have been invited to officiate at the competition. Self-funded. If the judge wishes funding <b>they</b> must contact P/T before committing to a competition. GYMCAN will inform P/T of judges approved to attend.

## SELECTIONS

CCJ	
<b>Eligibility</b>	Entry: Minimum 5 years judging at level 9 Current D1 Panel judge status and experience, and minimum 21 years of age. <b>Attend a mid-season CCJ Clinic (New CCJs)</b>
<b>Requirements</b>	Attend a Yearly CCJ Clinic Must have judged 5 OCP (Level 6-10) competitions (including Tour Selection and Ontario Championships) and 3 other GO sanctioned competitions over a min of 3 weekends the previous season. Must fulfill all requirements in the previous season as per judging level. Judges must meet the most recent examination requirements for maintaining and upgrading to required level.

<b>Selection Criteria</b>	Professional record clear of any GO and/or JEX sanctions including peer comments generated from Meet Reports regarding multiple reports of inappropriate behaviour, lack of professionalism or lack of technical knowledge. Must demonstrate leadership skills, be a creative problem solver, be adaptive, flexible, collaborative and an effective team leader.
<b>Selection Committee</b>	Women's JSC based on applications received.

<b>D1 for level 6-10</b>	
<b>Eligibility</b>	Entry - Minimum three years judging at L9 or higher (D1 - Preference to Level 10 and higher), must be minimum 21 years of age.
<b>Requirements</b>	Must attend Yearly Maintenance clinic in current year. Must fulfill all requirements in the previous season as per judging level. Must have passed the most recent examination applicable to current level. Level 9 Judges must have judged 4 OCP (Level-6-10) competitions (including Tour Selection and Ontario Championships) and 2 other GO sanctioned competitions over a min of 3 weekends the previous season. Level 10 and higher judges who request D1 status will be granted regardless of the number of competitions judged in the previous season.
<b>Selection Criteria</b>	Professional record clear of any GO and/or JEX sanctions including peer comments generated from Meet Reports regarding multiple reports of inappropriate behaviour, lack of professionalism or lack of technical knowledge. Must demonstrate leadership skills, be a creative problem solver, be adaptive, flexible, collaborative and an effective team leader.
<b>Selection Committee</b>	Women's JSC based on applications received.

<b>Travel Opportunities</b>	
<b>Eligibility</b>	Must have judged a minimum of 8 (Level 6-10) GO sanctioned competitions (including Tour Selection and Ontario Championships) over a min. of 3 weekends Must be a minimum of 21 years of age. Must be minimum Provincial Level 9. Level 9 judging opportunities will be offered as they become available. Must be a D1 Judge (must participate in both the Compulsory and Optional qualifying competitions). Preference may be given to judges with CCJ status as this is often the requested role by other Provinces. Application – intent to be available for all Level 9 and 10 sessions at Ontario Championships A judge will receive only one trip per year, except in extenuating circumstances. Must apply via IAP by May 31 <sup>st</sup> .
<b>Selection Criteria</b>	Must have professional record clear of any GO and/or GymCan JEX sanctions. Must have written and successfully passed the most recent National Level Exam and have submitted their records to the JSC. Exam Scores, number of Level 9 and 10 routines judged in the previous season, and ranking taken into consideration only to break a tie when two or more judges of equal qualities are considered for the same travel opportunity. Consideration also given to level of judge and their professional development needs/goals.
<b>Additional selection Criteria of Judges to Canadian Championships</b>	Judges who have attended Easterns. Brevet Candidates if attendance is required as part of candidacy requirements. Professional development for National Judges, if deemed a good leadership and learning opportunity. Selection of National judges: priority given to one N1 judge and one N2 judge for mentorship opportunity. Brevets not selected by GYM CAN to attend. <b>Attended GymCan's CCP Update Course (Fall 2025)</b>
<b>Selection Committee</b>	Selection Committee will consist of four members: the Judging Chair plus three other members which may include the WPM, the WPJA, a Brevet Judge, the WTC Chair or a WTC member. *conflict of interest = delegate can be assigned by WPM

<b>Canada Winter Games (CWG) - Selection Committee</b>	<p>National 10.1 or higher. (As per GYM CAN)</p> <p>No previous experience at CWG as a judge representing Ontario.</p> <p>Complete yearly requirements in previous season.</p> <p>Judge a minimum of one of the CWG Selection Meets and participate at a CWG Training Camp (announced each CWG year).</p> <p>Demonstrate leadership skills including strong technical knowledge, good communication and interpersonal skills, be a creative problem solver, adaptive and flexible, and a collaborative and effective team builder.</p> <p>Submit completed application by the announced due date.</p> <p>Score and ranking on grid will be considered to break a tie between two or more equally qualified applicants.</p>
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<b>Selection of Course Conductors, Clinicians and Assistants</b>	
<b>Eligibility</b>	<p>Course Conductor: Minimum Level 10</p> <p>Assistant Conductor: Minimum Level 9</p> <p>May apply for both roles but will be selected for one only.</p> <p>Ability to work with technology/digital resources.</p>
<b>Selection Criteria</b>	<p>Must be in good standing with GO.</p> <p>Must have fulfilled all yearly requirements for previous season as per judging level.</p> <p>Must have professional record clear of any GO and/or GYM CAN JEX sanctions in the past two seasons.</p> <p>Must have judged 4 OCP (L-6-10) competitions (including Tour Selection and Ontario Championships) and 2 other GO sanctioned competitions over a min of 3 weekends the previous season.</p> <p>Must be willing to be a volunteer member of the Beginner Judges Working Group. Must be a D1 panel judge in Ontario.</p> <p>Must submit completed application by due date</p>
<b>Selection Committee</b>	<p>Judging Chair, the WPM, WPJA, a Brevet Judge, the WTC Chair or a WTC Member.</p> <p>*conflict of interest = delegate can be assigned by WPM</p>

## 2.9 MENTORING

The mentoring system has been developed to establish a supportive, welcoming atmosphere for professional development of new and upgrading judges and to assist them with quality preparation for upgrading evaluations. Mentoring also provides a leadership opportunity for mentor judges.

Judges wishing to work with a mentor or judges who wish to be a mentor should notify WPJA ([wpja@gymnasticsontario.ca](mailto:wpja@gymnasticsontario.ca)).

The JSC will match mentors/mentees when a mentor is requested.

<b>Programs</b>	<b>Eligibility and Expectations</b>
<b>Upgrading Compulsory Level Judges to Optional Level 9</b>	<p>Mentor to act as an advisor, assisting in such areas as locating current technical information, suggestions for study habits/activities and aiding in development of confidence.</p> <p>Mentor must be a minimum Level 9</p>
<b>Upgrading Level 9 to Level 10 Judge</b>	<p>Mentor to act as an advisor, assisting in such areas as locating current technical information, suggestions for study habits/activities and aiding in development of confidence.</p> <p>Mentor must be a minimum Level 10.</p>
<b>National</b>	<p>Mentor is expected to provide assistance with preparation for the National written exam and practical assessments.</p> <p>Mentor must be a minimum National Level Judge.</p> <p>Mentor must understand and be knowledgeable about all GYM CAN National requirements.</p> <p>Mentors will be approved by the JSC.</p>
<b>Brevet Candidate</b>	As per GymCan.

## 2.10 JUDGES MOVING TO ONTARIO

To be eligible to transfer judging records to Ontario, a judge moving to Ontario must have their Provincial Chair or Judging Chair send a letter to the WPJA at: [wpja@gymnasticsontario.ca](mailto:wpja@gymnasticsontario.ca) with the following information:

- Confirm you are a judge in good standing
- Your judging level
- A copy of your judging records
- Last exam results

Following the transfer, judges must be registered with Gymnastics Ontario and follow the profile requirements set out in Professional and Operational Guidelines.

Judges new to Ontario may request a mentor through the WPJA at: [wpja@gymnasticsontario.ca](mailto:wpja@gymnasticsontario.ca)

### Judging In other Provinces

Judges registered in Ontario are only permitted to judge within the province of Ontario. Exception: Brevets and judges designated through Travel Opportunities as per 2.8 Judging Assignments and Selections.

Judges registered in other provinces are not permitted to judge in the qualifying system, Ontario Championships or Selection competitions in Ontario. Those judges registered with other provinces may be able to attend and judge at Invitational Competitions after approval from the JSC.

## 3 COMPETITIONS, JUDGING RESPONSIBILITIES and DUTIES

### 3.1 COMPETITIONS ROLES AND RESPONSIBILITIES

Competition Chief Judge (CCJ)	
<b>Functions and Duties</b>	<ul style="list-style-type: none"> <li>● CCJs to refer to CCJ Roles and Responsibilities document, and CCJ Handbook circulated by WPJA (any question regarding process should be sent to WPJA).</li> <li>● Support/advise host club/meet director with panel/judge related items</li> <li>● Work with host to verify judging panels (as per Judging Panel Eligibility Chart) based on level of athlete competing (in schedule) Note: a copy of panels should be sent to WPJA, CCJ and judges a minimum 6 weeks prior to the competition.</li> <li>● Arrives at competition site 20-30 minutes prior to start of judges meeting.</li> <li>● CCJ should wait 10 mins after the competition is over and check in with the Meet Director to ensure there are no issues prior to leaving.</li> <li>● CCJ should communicate dismissal time to all the panels, prior to leaving the competition floor.</li> <li>● Supervises/verifies the equipment to ensure all apparatus measurements meet regulations.</li> <li>● Ensures that signals, scoring systems and timing devices are in place.</li> <li>● Works in collaboration with meet director to ensure the meet is run efficiently and safely (follows protocols of Risk Management Guidelines).</li> <li>● Facilitates judges' meeting prior to the competition and if necessary, makes appropriate changes to the panels.</li> <li>● Verifies honorarium and mileage forms and ensures that judges are reimbursed according to GO guidelines.</li> <li>● Monitors working of D and E panels including coaches' interactions with Panel.</li> <li>● CCJ should not be on their personal cell phones or computers unless they are looking up information that's pertinent to the competition.</li> <li>● CCJ should not leave the venue during the session, unless they are dealing with an emergency.</li> <li>● Supervises competition, circulates to all panels throughout the competition, and notes in the CCJ Report any breaches of discipline or any extraordinary circumstances affecting gymnasts, coaches and/or judges.</li> <li>● Makes decisions in consultation with D panel concerning technical failures and exceptions (defects in apparatus, musical recordings) or organizational deficiencies or similar circumstances that occur through no fault of the gymnast, and whether an exercise may be repeated.</li> <li>● Applies CCJ deductions in collaboration with Jury of Appeal and/or Apparatus D panel as appropriate. <ul style="list-style-type: none"> <li>● Serves as member of Jury of Appeal.</li> <li>● Deals with coach's inquiry and protest forms; ensures form(s) are complete and submitted</li> </ul> </li> </ul>

- within required time limits, delivers form(s) to D panel, and communicates decision to coach.
- **Completes CCJ Report and submits to GO within 7 days of the competition date.**

D Panel		
<b>Functions and Duties</b>	<ul style="list-style-type: none"> <li>• Evaluates the content of the exercise and records the entire routine using symbol notation.</li> <li>• D1 and D2 jointly determine the D-score; if an agreement cannot be reached, consults with the E panel judges.</li> <li>• Independently and without bias determines the E score (execution, composition, and artistry).</li> <li>• For computerized scoring, enters score quickly and accurately into system.</li> <li>• Throughout the competition monitors equipment to ensure regulations are maintained. Monitors warm-up.</li> <li>• In collaboration with E panel, discusses and makes decisions regarding coaches' inquiries and protests, and communicates decisions (inquiries only) to coaches.</li> </ul>	
	<b>D1 – Apparatus Head Judge</b>	<b>D2</b>
<b>Functions and Duties</b>	<ul style="list-style-type: none"> <li>• Conducts a panel meeting before the competition to review apparatus expectations.</li> <li>• Stands to greet gymnasts and provides instructions regarding warm-up.</li> <li>• Supervises the work of the scorer or delegates this responsibility to the D2.</li> <li>• Informs CCJ of any irregularities or violations contrary to the rules of behaviour by coaches, judges or gymnasts.</li> <li>• Ensures neutral deductions for time, line and behaviour faults are taken.</li> <li>• Monitors the span of scores.</li> <li>• Provides an oral report to CCJ regarding the functioning of the panel and apparatus.</li> <li>• Responds to coaches' questions.</li> <li>• Monitors the work of the E panel.</li> <li>• Oversees the calculation of D score, the average E deduction and the final score.</li> <li>• Discusses and makes decisions regarding coaches' protests and inquiries in collaboration with D2 and panel.</li> <li>• Calls a conference as appropriate.</li> <li>• Makes the necessary changes on the score sheet following the adjustment of a score (if the score sheet is still at the table), then informs the CCJ.</li> <li>• Participates in session debriefs for coaches</li> </ul>	<ul style="list-style-type: none"> <li>• Supervises the work of the timer(s) and line judges.</li> <li>• Stands and greets the gymnast at the first rotation of each session.</li> <li>• Enters scores in scoring system.</li> <li>• Flashes or supervises the flashing of the D score and final score.</li> <li>• May be requested to supervise the work of the scorer</li> <li>• respond to coaches' questions only at the request/ invite by the D1.</li> </ul>

E Panel (for Ontario Championships and Selection competitions only)	
	<ul style="list-style-type: none"> <li>• Evaluates the execution faults, presentation, and artistry of the exercise.</li> <li>• Records the entire routine using symbol notation/scripting.</li> <li>• Be expected to be able to explain their execution deductions if asked by the D1.</li> <li>• For computerized scoring, enters score quickly and accurately into system.</li> <li>• Discusses and makes decisions regarding coaches' protests and inquiries in collaboration with D panel when requested.</li> <li>• Stands to greet gymnasts on their first event.</li> </ul>

### 3.2 DRESS CODE

<b>Attire (all competitions)</b>	<p>A solid-coloured navy suit jacket, navy dress pants or skirt</p> <p>The skirt should be minimum/approximately knee length. A white woven or knit blouse type top (midriff tops, halter tops and spaghetti strap tops are not acceptable)</p> <p>Sweaters are permitted during cold venue conditions (solid navy or white only)</p> <p>Solid coloured (dark or nude) hosiery</p> <p>Classic shoes (close toed) or sneakers (solid black, blue or white in colour)</p> <p>Judges may remove jackets when judging as temperature permits</p> <p>Male judges are required to wear a tie</p>
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<b>Attire for hot weather</b> (for Invitational meets) held during the months of May and June only)	Sandals (no flip-flops), with or without (nylons) hosiery A white, short-sleeved or sleeveless woven or knit blouse type top (midriff tops, halter tops and spaghetti strap tops are not acceptable) Navy skirt, pants, knee-length skort or dress capris. No jacket or tie required Short shorts or denim are unacceptable
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The judging uniform has been adapted from the GYM CAN Women's Program Manual and will be monitored and enforced by Gymnastics Ontario for all Qualifying and Invitational Meets. All incidents involving violation of these guidelines will be documented in the CCJ Report. All judges not complying with the dress code will be sent a warning letter; a second incident will result in sanctioning.

### 3.3 CELL PHONES, COMPUTERS AND CHILDREN/BABIES AT CLINICS AND COMPETITIONS

<b>Cell Phones, Computers and Similar Devices</b>	<p>To ensure a professional and safe environment, cell phone usage, including text messaging is not permitted during the active competition at any time. Personal use of cell phones and smart watches during competition will be documented in the CCJ report.</p> <p>Judges shall not wear earbuds on the field of play.</p> <p>If a judge wishes to use the above electronic devices during the active competition, they must receive permission from the CCJ to leave the floor.</p> <p>The CCJ will record any incidents of improper cell phone usage in the CCJ Report.</p> <p>Judges are allowed to use laptop, ipads, tablets (or similar devices) for the purpose of accessing gymnastics information or to use for scripting <b>ONLY</b> at the judges' tables at any GO sanctioned gymnastics competitions. Judges are not permitted to access host clubs' Wi-Fi. No internet use is allowed on the competition floor; all documents must be downloaded to the computer before coming to the competition. Judges may not request extension cords from the host club; extension cords will not be allowed on the floor for use with the computer.</p> <p>A judge using a computer for purposes other than accessing pertinent gymnastics information will be documented in the CCJ Report.</p>
<b>Children/Babies at Clinics and Competitions</b>	<p>Children/Babies of judges are not permitted on the floor at competitions and/or training camps, or in the judging room at judging clinics, unless accredited to perform a specific task and in official uniform.</p> <p>Judges may arrange for alternate childcare onsite, but it is the sole responsibility of the judge to make these arrangements ahead of time and to make a request to GO (WPM and WPJA) when attending a GO clinic, training camp and/or competition (in conjunction with Meet Director). Alternate childcare can take place on-site, but outside of the competition/training area and/or judging room.</p>

### 3.4 LATE ARRIVALS

A judge must arrive at the competition site on time for the judges' meeting or, if time not specified, 30 minutes prior to the start of the competition. Assignments begin at the published time of the judges' meeting or 30 minutes before the start of the competition and conclude 15 minutes after the last competitor has performed. Each Judge will remain in their capacity as a judge until they are no longer wearing their judging uniform or have left the competition venue.

Failure to arrive on time requires a written explanation to the CCJ. The written explanation will include the judge's name, competition event and date, arrival time, reason for lateness and signature of the judge and CCJ. The CCJ will attach this information to the CCJ Report. Every possible attempt should be made to notify the host club and/or CCJ if a judge anticipates a late arrival or a delay on the way to a competition.

### 3.5 UNABLE TO FULFILL JUDGING REQUIREMENTS

#### Invitational and Qualifying Competitions

Once you have confirmation from the Host Club or CCJ for a competition, you are then committed to judge that competition. If for any reason you cannot judge that meet, it is your responsibility to find a replacement. Your replacement must be an appropriate level for the competition and assignment (e.g., a

D1 replaces a D1, a national judge assigned in a D2 role can be replaced by an Xcel or compulsory judge if only Xcel or compulsory athletes are competing).

First, contact the CCJ who may have some additional names that you could contact. Second, check the publishable list and send emails to appropriate level judges. Once you have a replacement, you must contact the CCJ to let them know the name and e-mail address of your replacement.

**Tour Selection, Level 10-HP Designated competitions, CWG Trials and Level 3-5 and Level 6-10 Championships)**

If for any reason you are unable to judge a selection competition which you were assigned, contact WPJA (Julie Arsenaault-Howick). WPJA will assign a replacement for those competitions.

**3.6 REIMBURSEMENTS**

<b>Honorarium Guidelines (Hourly Rate)</b>					
<p>Honorarium estimates will be pre-determined by the advertised schedule (beginning with judges’ meeting and finishing at the advertised time).                      For final honorarium amounts there will be a 15-minute buffer for competitions which finish ahead or behind schedule. For competitions which finish early or late:  <i>For example:</i>                      Competition is scheduled for 8 hours                      Actual finish time is 8 hours and 20 mins = paid for 8.5 hours                      Actual finish time is 7 hours and 40 mins = paid for 7.5 hours</p>					
Level of Judge	Compulsory (L5)/Xcel	Level 9	Level 10	L10-NAT-HP	Brevet
Hourly Rate	\$17.00	\$21.00	\$24.00	\$25.00	\$28.00
CCJ – add \$120 per day in addition to hourly rate					
<p>All panels for GO L6-10 qualifying meets will include a projected honorarium reflective of the schedule. Invitational meets may or may not distribute a published panel with a projected honorarium reflective of their schedule.                      For various reasons, schedules may change leading up to/on the date of the competition. It is the CCJ’s responsibility to ensure the appropriate honorarium is paid.                      Panel assignments can be changed leading up to/day of competition for a variety of reasons. If changes do occur and a judge is no longer assigned, then no monetary compensation is guaranteed for those changes.                      Clubs have the option of exceeding the honorarium guidelines. CCJ’s are expected to support clubs that wish to do so. Due to the unique nature of panel assignments of Tour Selection and Provincial Championships the honorarium may be modified to reflect a combination of number of sessions and/or hours judged.  <b>The end of the competition is measured 5 minutes from the time when the last athlete completes her routine.</b></p>					
<b>Meetings and Breaks</b> <i>(competitions begin no earlier than 8:30 a.m.)</i>	<p>A 30-minute judges’ meeting (no earlier than 8 a.m.) will be scheduled for GO sanctioned competitions. 6-hour meets will have breaks between each session; <u>one</u> break of minimum 30 minutes is mandatory. 9-hour meets will have breaks between each session; two breaks of minimum 30 minutes is mandatory.                      Judges are required to remain on the competition floor at their event for 5 minutes after the conclusion of the competition (final gymnast on all four events has competed).</p>				
<b>Mileage</b> <i>(there is no minimum number of kms needed before reimbursement is made)</i>					
<p>Reimbursement of \$0.45/km when traveling alone.                      Coaches who are also assigned as judges to a competition are not entitled to mileage. Coach/Judges are not entitled to mileage, unless judging for the full day and traveling from home (ie. judging Saturday/ Coaching Friday and Sunday)</p>					
<p>Reimbursement of \$0.50/km when traveling with passenger(s). The \$0.45/km rate applies to the distance travelled prior to picking up passenger(s); the \$0.50/km rate does NOT apply for portion of trip when driver is alone.</p>					
<p>Judges who choose not to carpool with judges from their area are not permitted to claim mileage unless approved in advance by the CCJ (for Invitational and Qualifying competitions).                      Judges who have accepted panel assignments at more than one competition in a single weekend can only claim mileage once for the distance between competitions.                      Those judges who are assigned and have no one to carpool with from their area are eligible to claim mileage. Judges are not required to add more than 30 minutes each way to their travel time to carpool.                      Due to the unique nature of assignments and locations for Tour Selection and OC judges are requested to travel with those judges who have been assigned on the same days.</p>					

## CARPPOOL CHECKLIST

In an effort to assist the clubs in controlling excess costs and to be fair and cooperative with other judges, the following expectations should be adhered to:

Sign up for qualifiers with other judges from your area to increase your opportunities for selection.

1. Email local carpool judges as soon as the panels are sent out.  
If you will be staying with friends or family, you are expected to carpool with someone staying in the hotel. You are asked to carpool with one other judge; no one is expected to add more than 30 minutes each way per day in additional driving.
2. Please contact the Meet Director and CCJ if you don't have at least one other judge in your carpool; otherwise, you will not be eligible for mileage.
3. Judges driving can request judges needing transportation to travel to one location for pick-up.
4. If you have to take an alternate mode of transportation (taxis, buses, subways and trains etc.) to meet up with your carpool you will be allowed to claim \$0.45 per km only.
5. Only the Meet Director can make changes to the mileage options.
6. If a member of the carpool is under 18 years of age: ensure there is a minimum of two judges in the carpool with the minor.

Other Travel	
<b>Flights and Related Expenses</b>	For GO selection meets and OC, air travel arrangements must be approved in advance by the WPJA. For qualifiers and invitationals, air travel arrangements must be approved in advance by the Meet Director. Mileage to and from the airport will be paid by the host club according to the current rate of reimbursement as approved by the Meet Director.
<b>Bus or Train Fare</b>	For GO selection meets and OC the host club will pay reimbursements for bus, subway, or train to and from the competition site. Only this fare will be paid. Reimbursement will occur upon submission of original receipts. Approved in advance by WPJA. For qualifiers and invitationals reimbursements are approved by the Meet Director.
<b>Taxis</b>	For GO selection meets and OC the host club will pay travel expenses. Taxi expenses will be reimbursed by the host club only if the host club does not provide transportation for a judge from an airport, bus terminal or train station to the hotel or competition site or from the hotel to the competition site. Reimbursement will occur upon submission of original receipts. For qualifiers and invitationals reimbursements are approved by the Meet Director.
<b>Meals</b>	A continental breakfast will be provided for all judges regardless of the number of sessions. Lunch will be provided for full day meets (4-6 hours). For meets held in the evening, judges will be provided with a meal before the competition begins. For a 4-6-hour competition judges are entitled to receive one meal and snacks between sessions. For a 6-8-hour competition judges are entitled to receive lunch and dinner. Judges in a side judging role are not eligible for meals. Coaches who are also assigned as judges to a competition are not entitled to meals.

### 3.7 ACCOMMODATIONS

The Host club is responsible for arranging accommodations. The allowable number of judges per room is two (2) with one bed per judge. The Meet Director is responsible for determining the eligibility of judges to receive accommodation at competitions. This information will be noted on the judging panel information sheet.

**NOTE: Judges under 18 years of age are not eligible for accommodation provided by the host club.**

Distance	Accommodation
>*100 km one way – judging one day	One night's accommodation (i.e. Saturday night's accommodation for a Sunday meet).
>*100 km one way – judging two days	Two night's accommodation (i.e. Friday and Saturday night for Saturday/Sunday meet).
>300 km one way**	For distances travelled over three hundred (300) kilometres, one (1) way, for a two (2) day meet, judges should be provided three (3) nights' accommodation as per approval of the Meet Director.
Judges traveling to meets with family members and/or friends	Judges arrange and pay for their own accommodation.

<b>Coach/Judge</b>	Coaches who are also assigned as judges to a competition are not entitled to accommodation unless required to be in a judging capacity for a full day or within a reasonable timeframe on a day they are coaching as approved by the Meet Director.
<b>Winter Accommodation (January and February)</b>	Judges who have been assigned to judge two or more consecutive full days at OCP Qualifiers and are traveling 70-99 km one way will be eligible for accommodation. If judging Saturday and Sunday the judge will be eligible for accommodation on both Friday and Saturday nights. If judging Friday p.m. and Saturday only, this guideline will not apply. This guideline will be applied only if a written request is made as follows. If the judge's mileage falls within this range they must make a written request <b>one week</b> prior to the competition to the Meet Director for accommodation. If the judge decides after requesting accommodation in writing that they will drive home, the cost of the accommodation will be deducted from the honorarium.

\*In extenuating circumstances, the Meet Director may assign overnight accommodation. Judges who reside less than 100 km from the competition venue and are not assigned accommodation and who feel they should receive consideration for accommodation should contact the Meet Director.

\*\* Personal requests - for situations outside these parameters, the situation must be discussed with the Meet Director and is the responsibility of the individual judge (ie. hotel after competition is done or day before or if single occupancy required for medical reasons etc).

### 3.8 COMPETITION REPORT

All Competition Chief Judge Reports must be completed through GOOGLE FORM and sent to the WPM, c/o GO, within ONE week following the completion of the event. The Competition Chief Judge Report will contain documentation on the following aspects:

- Judging behaviour and professionalism
- Technical rules and regulations
- Hosting
- Protests/Inquiries
- Carding of coaches

Any individuals involved and noted in the report must be shown the report and be asked to sign the report to verify they have been notified that an incident has been included in the Competition Report.

## 4 ODP ASSESSORS

### 4.1 REQUIREMENTS

	<b>Assessor Level 1 (A1)</b>	<b>Assessor Level 2 (A2)</b>	<b>Chief Assessor (CA)</b>
<b>Entry/Pre-Requirements</b>	Minimum NCCP Foundations Trained or Certified Level 1 (old) OR Compulsory WAG Judge  Respect in Sport Safe Sport	Minimum NCCP Foundations Trained or Certified Level 1 (old)  A1 for a minimum of 2 years, and assessed at a minimum of 8 competitions  Respect in Sport Safe Sport	Minimum NCCP Foundations Trained or Certified Level 1 (old)  A1 for a minimum of 2 years, and assessed at a minimum of 8 competitions  Respect in Sport Safe Sport Attend yearly Assessor clinic and participate in CA mentorship Program (TBC) ***Please note interest in applying for CA role on your yearly sign-up
<b>Clinic Requirements</b>	Attend yearly Assessor clinic, complete all Google Classroom modules and pass the online/take-home exam (must pass with 80%)		
<b>Yearly Requirements</b>	- Register with Gymnastics Ontario as an Invitational Judge -Must be available to assess at a minimum of 2 ODP competitions each season (1 competition = 6 hours per day) OR 1 ODP competition assessing a minimum of 2 different levels (i.e. a session of 6 year olds and a session of the 7+ category)	- Register with Gymnastics Ontario as an Invitational Judge -Must be available to assess at a minimum of 2 ODP competitions each season (1 competition = 6 hours per day) OR 1 ODP	

	<p>-Complete and submit Assessor Records by May 31<sup>st</sup> of each season</p> <p>-if interested in applying for mentorship opportunities please submit a letter of interest to WPM with your records (May 31)</p> <p>- To be eligible to move up from the A1 level to the A2 level, an assessor must assess 2 sessions of 6 year olds and 4 sessions of 7+ year olds or the equivalent of 3 competitions over the course of the season.</p>	<p>competition assessing a minimum of 2 different levels.</p> <p>-Complete and submit Assessor Records by May 31<sup>st</sup> of each season</p> <p>*Assigned CA status must be applied for through ODP Working Group</p>
<b>Judging Status</b>	Assessors will be notified of their judging level/status by July 15	
<b>Non-Compliance</b>	See 2.7 in Judges Section	
<b>Leave of Absence</b>	See 2.6 in Judges Section	
	Application for a Leave of Absence must be submitted in writing and sent to the ODP Working Group through the Women's Program Manager ( <a href="mailto:wag@gymnasticsontario.ca">wag@gymnasticsontario.ca</a> ), by November 1 <sup>st</sup> .	

## 4.2 OPERATIONS

	Assessor Level 1 (A1)	Assessor Level 2 (A2)	Chief Assessor (CA)
<b>Professionalism and Expectations</b>	see 2.1 in the Judges section		
<b>Dress Code</b>	Assessors must wear black pants, running shoes and Assessor Shirt (or solid black t-shirt if an ODP assessor shirt is not available for purchase).		
<b>Cell Phones, Computers, Children/Babies</b>	See 3.3 in the Judges Section		
<b>Duties</b>	<p>Assessors must:</p> <ul style="list-style-type: none"> <li>• Be registered as an Assessor with GO</li> <li>• Successfully complete the Assessor course</li> <li>• Fulfill yearly requirements</li> <li>• Possess a thorough knowledge of the ODP Program</li> <li>• Arrive on time for the start of each Assessors meeting prior to the competition</li> <li>• Wear the required Assessors uniform</li> <li>• Be prepared to thoroughly assess skills/stations for assigned tasks</li> <li>• Participate in the Assessors meeting prior to the competition</li> <li>• Evaluate accurately, consistently, quickly, objectively, fairly, and ethically</li> <li>• Understand and comply with necessary record keeping tasks</li> <li>• Act in a professional manner always and exemplify non-partisan ethical behaviour</li> <li>• Refrain from unnecessary communications with spectators, coaches, and other officials during the competition</li> <li>• Remain 15 minutes after the competition</li> </ul>		<ul style="list-style-type: none"> <li>• Includes Assessor duties</li> <li>• Conducts coaches meeting at the beginning of each session</li> <li>• Form groupings and rotational order with Meet Director as needed</li> <li>• Assign assessors to their stations/skill events</li> <li>• Check the gym on arrival to make sure that all stations are set up correctly or that all required equipment is readily available</li> <li>• Supervise and keep track of time during event; stepping in to assist whenever a station is falling behind</li> <li>• Assess rope climb or any other event, where needed</li> <li>• Run the Assessors meeting, noting that everyone has what they need and are prepared for the appropriate stations/levels</li> <li>• Collect data and submit with report, <b>Complete CA report via GOOGLE FORM and send to WPM within one week.</b></li> </ul>
<b>Late Arrivals</b>	See 3.4 in Judges Section		
<b>Unable to Fulfill Assessor Assignments</b>	Once you have signed up for a meet you are committed to assess that meet. If for any reason you cannot assess at that meet, <b>it is your responsibility to find a replacement.</b> First, contact the CA who may have some additional names that you could contact. Second, check the publishable list and send emails to appropriate level assessor. Your replacement must be either the same level or a higher level than yourself. Once you have a replacement, you must contact the CA and the Meet Director to let them know the name and e-mail address of your		

	replacement.		
<b>Honorarium and Mileage</b>	A1 \$17.00 per hour	A2 \$19.00 per hour	CA \$22.00 per hour
	Assessors can claim mileage and honorarium according to the honorarium form. Honorariums will be paid in increments of 15 minutes for those competitions that run past the hour. Mileage is same as 3.6 Reimbursements. Carpooling - Assessors who choose not to carpool with Assessors from their area are not permitted to claim mileage unless approved in advance by the CA. Coaches who are also assigned as Assessors to a competition are not entitled to mileage.		
<b>Accommodations</b>	Please refer to chart Section 3.7. The Host club is responsible for arranging accommodations.		
<b>Meetings, Meals and Breaks</b>	As per 3.6 Reimbursements.		