



2023-2024 Gymnastics Operating Code

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This operating code serves as a SUPPLEMENT to the TAAF Gymnastics Rules as published by the TAAF cavalcade. It contains specific program rules, coach protocol and meet director procedures which are necessary to avoid mistakes and fines and to improve the consistency and the quality of our gymnastics program. Our official cavalcade Gymnastics Rules outlines all of our rules in entirety and needs to be printed out and strictly adhered to for procedures and accountability.

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Overview Season Timeline

September

- Once the qualifying schedule is released and you know your proposed meet schedule, look for information from qualifying meet directors which will be available on the TAAF website or on their own website. Each meet director will have their own organizational structure and you will be required to know and follow each individual meet's instructions or risk a late fee or being locked out of a full meet. **IMPORTANT: THE POSTED MEET DEADLINE IS OFTEN THE PAYMENT DEADLINE.** Meets fill very fast and your meet reservation is not fully confirmed unless the meet director receives your complete payment. **There are times when the meet must be closed BEFORE THE MEET DEADLINE** due to the numbers and in such cases the meet director may require your full payment well BEFORE the entry deadline in order to be sure the meet is indeed full before they turn other clubs away. **The meet director will be required to charge a late fee per our rules if your payment is received after the published deadline for entry. Watch your dates and make sure you communicate with the meet director! EXPECT A CONFIRMATION RECEIPT OF YOUR ENTRY TO BE SURE IT WAS RECEIVED. The best practice is to contact the meet director to be sure the entry was received.**

October - December

- Register your club as soon as possible with the TAAF state office. If you are a parks and rec program your club is already a member. If you are not a parks and rec program then you FIRST need to register as an AFFILIATE member and after paying a yearly \$125 program fee you can then register your athletes.
- All athletes must be registered by January 1 or a late fee will be assessed by the state office. Keep checking to see when the registration site opens. It is usually October 1. If you have a problem with the site contact the state office.
- **All coaches will be REQUIRED to pass a background check through the TAAF state office before being allowed to be on the floor of a TAAF competition.** THERE ARE NO EXCEPTIONS. NOTE: this cannot be done instantly so DO NOT WAIT until the last minute to apply. To be safe, all background check applications should be submitted by December 15. **DO NOT FAIL TO GET THIS DONE AS THERE CAN BE NO EXCEPTIONS TO THIS RULE. Print out your verification papers and keep them with you until you see your name on the Cleared Coaches List nline as this will serve as proof until the list is updated.** Meet Directors may accept this conformation document as proof of background check. If you are not on the list and do not have proof of completion you will not be on the floor of that competition.
- All gymnasts competing in a new level from the previous year must be ranked in order to compete as a placement athlete. Gymnasts who competed the previous year and wish to remain at the same level must begin the season in the same division or higher as they ended the previous year. TAAF gymnasts who competed in a fall season with another league, must use the highest AA compulsory score from that league to determine division as long as that score does not place them in a division lower than their previous TAAF division.
- Reminder to make sure that all gymnasts who mandate out of a level must be ranked for the next level.
 - You may have your gymnasts ranked by one of the following methods:
 - Attend one of the pre season ranking meets listed on our webpage
 - Rank at first meet
 - Have an in house ranking meet at your gym by:
 - Using GYMJAS, the judge assigning system, to secure your judges. These instructions can be found in the appendix of forms at the end of this document.

- See the instructions In the appendix of forms along with a **sample** of the form but **YOU MUST** use the actual excel template **available upon request** from taafscoremaster@gmail.com and then send the report to the scoremaster. Any ranking scores sent in on any other form or in any format other than this excel spreadsheet, will be rejected by the scoremaster.

January – April

- Regular season meets. Three required, at least one of which must be in the second half of the season (which begins March 1) but, if desired, all meets may be completed after March 1st.

April and May

- State Meets – use STATE MEET ENTRY FORM posted on our webpage
- Register for the banquet and encourage your qualified gymnasts to attend the banquet.
 - All registration is on line. Register as soon as possible after state meet.
- Nominate deserving individuals for the different TAAF awards.

June

- Summer Meeting for TAAF scheduled for June 15, 2024. Meeting will be at 10 a.m. and location will be confirmed on our webpage. This is the meeting where we review the past year and make recommendations for the coming year. All TAAF business gets voted on at this meeting.
- Athlete Banquet will be Saturday, June 15, 2024 at the Renaissance Dallas - Richardson. Athlete champions' dinners are at no charge, athlete guests and coaches will pay \$49 each.
- Deadlines to turn in qualifying meet and state meet bids will be published

July - August

- Schedule of meets is published.
- Summer Coaches Clinic and Potential Athlete Training Camp – first weekend in August, Trevino's Gymnastics. More information coming during the season. **SAVE THE DATE!**

Checklist and Procedures and ENTERING MEETS

- Remember that a late fee is charged (at \$20 per gymnast) if your meet entry payment is **received** (not post marked) after the meet deadline.
- Become familiar with our state website: www.taaf.com **Go to SPORTS, then to GYMNASTICS**
 - You will be able to see all the meets scheduled, results, copies of important documents, notices about events and other communications from the Commissioner or the State Office that are specific to Gymnastics. A current athlete list complete with level and divisions will be posted there and updated weekly. Check your club and athletes to be sure your records are in agreement.
 - **COACH BACKGROUND CHECKLIST will also be updated weekly – make sure your name appears on the list!**
- All gymnasts are required to compete all 4 events/all around for state meet. If the dummy score must be the third score of the season, it will be used to calculate the season average for state meet sub division placement. Level 6/7/8/XP and XD are allowed to specialize in one, two or three events and the dummy score method will be used to calculate their divisions for those events.
- Make sure all gymnasts compete in at least three meets and at least one of them occurs in the second half of the season. All three meets may occur in the second half.



- If a gymnast is injured and can't compete in a meet she entered and it affects her State qualification, **a doctor's note** must be sent to the Commissioner immediately following the injury or illness and the coach must **fill out the official petition form** included with this operating code – no exceptions. **NO PETITIONS CONSIDERED AFTER APRIL 1** unless the accident or illness was recent or just following the deadline. In those cases contact the Commissioner.
- Make sure that all gymnasts are entered in the correct division. **THIS IS THE FINAL RESPONSIBILITY OF THE COACH TO CHECK THEIR ENTRY AND AGAIN BEFORE THE MEET.**
 - Gymnasts may not move down a division after competing in that division. In the event that there is a special circumstance involving inaccurate judging for any particular meet, the situation will be reviewed by the commissioner.
 - Gymnasts who have mandated out of a level as a member of another league (based on TAAF mandate score rules) may not compete that level in TAAF but can move to the next level.
 - If a gymnast does not compete on all 4 events in a qualifying meet, the all-around score used to determine the division will be determined by adding a “dummy score” for each event she doesn't compete. The “dummy score” will be calculated by using the highest event score and duplicating it for the missing event (s) score. The calculated “all around” score will be used for division placement. If the newly calculated all around moves the gymnast to a higher division, she will be moved up. (NOTE: This “all around” score will be used as a qualifying score for State if the athlete is missing one of the three required meets.)
 - If there are more than 24 gymnasts in a division at any given meet, the meet director may break the division into equal or near equal subdivisions.
- **Make sure to update division changes as girls move up.**
 - **All division changes must be sent to your next meet director by Monday at 6:00 pm following a meet weekend.**
- Gymnasts may change levels during the season. In order to qualify for state, however, a gymnast who has moved up a level **must have a minimum of 3 all around scores at the new level.**

COACH CONDUCT - DRESS:

- Make sure to note and follow the dress code for coaches;
 - Closed toe athletic shoes only. No flip flops or sandals.
 - Athletic warm up pants or docker style pants (absolutely NO jeans). For female coaches, tight fitting apparel may be inappropriate. Dress professionally as athletic coaches.
 - Athletic or tailored shorts that are of reasonable length (minimum 7” inseam – and no holes, tears or short shorts) are appropriate.
 - Collared shirts, business casual shirts, or t shirts with gym logo are acceptable. (no spaghetti straps, low cut tops, or midriff revealing shirts)
 - No hats or visors
 - Long and/or sharp fingernails, though fashionable, are not safe for athlete or coach.
- The goal is to present ourselves professionally, dressing appropriate to the sport and the meet event just as we require our athletes to be properly attired.
- The first coach attire violation will be reported to the commissioner and then to the club owner/coach. Meet Directors are to be required to report violations and it is best to document the violation with a photo.

ATHLETE CONDUCT - DRESS:

- Leotard may be long, short sleeved or sleeveless. **Athlete may also wear spandex shorts over the leotard and shorts may be black OR match the most dominant color of the leotard. Shorts may not have any writing or logo except the small manufacturer logo if visible.**

COACH ETIQUETTE AND RESPONSIBILITIES – Before, During and After the Competition

- As soon as you have made your yearly meet “proposed” schedule you should look for meet information and read and note the specific requirements for each meet. Each meet director may have different parameters and rules regarding meet entry, and it is imperative that you note them and follow instructions in a timely manner. LACK OF PREPARATION ON YOUR PART DOES NOT CONSTITUTE AN EMERGENCY SITUATION ON THEIR PART.
- Do not have athletes and parents arrive too early. Most meet directors will not have the doors open until 30 minutes prior to open stretch.
- Make sure your parents know the location of the meet and the times for each session.
- Come prepared to a meet with:
 - A first aid kit including athletic tape and any materials needed for taping. The meet director is not required to provide a trainer or supplies; only access to emergency services.
 - In case there is not a parent accompanying each gymnast be sure to have a copy of the medical release for that athlete in the event of an emergency.
- Arrive on time for open stretch. Open stretch is where you are allowed to confirm bar settings, check mats and vault boards and make sure you understand the music station. If you notice any equipment or other problem on the competition floor, please bring that to the attention of the meet director. The safety of the athletes is a primary concern. If you have a newer phone requiring an adaptor or pigtail to connect to the sound system, please come prepared with one in case the meet has not provided it. Meet Directors are not required to provide CD players. They are also not required to provide internet access so make sure your music does not rely on an internet connection to play. Meet Directors are required to provide compulsory music at compulsory competitions.
- Report to the meet director and get your rotation sheets and score cards
- DO NOT IGNORE THE COACHES MEETING! Come with a pencil or pen to record any scratches.
- **CHECK THE DIVISIONS ON YOUR SCORECARDS! It is the responsibility of the coach to confirm athletes’ divisions.** Make sure you check prior to the meet! Attend the coaches meeting so that you are aware of the meet format – ask questions! Capital cup warmups are different so make sure you are aware of the procedures and that you understand about how to properly adjust the equipment. Meet Directors may either allow coaches to place athletes in their preferred order or may assign a competition order for each event.
- Submit scratches
- Make sure you understand the meet warm up and competition format. Ask questions. If you are not up to speed with the mechanics you may seriously delay the meet so be sure you know the format.
- At every warm up for the event make sure your team is organized and ready to begin warm up when it is time. Be helpful at bars for bar settings. For optional bars discuss with the other coaches if block warm up can be done by bar settings. Ask the chief judge about the specifics of the warmup. They will advise you. Make sure you understand the floor warm up if it is capital cup with one floor so that you are prepared to tumble and warm up in between routines per the instructions from the meet director.
- Be sure that when it is time to compete that you do not delay the competition by trying to give your athletes a mini coaching session. Keep it short, sweet and positive!
- If you have a question about a score or a start value (pay attention to that start value for optional) do not approach the judges with a score question. There is always a designated meet referee for each meet and that meet referee is typically assigned at bars since that is the quickest event and allows him or her the time to deal with any inquiry. If it is a simple question many judges will have the time to help, but this is not the time for a full-blown critique session, a conversation about the nature of the deductions and definitely not for any kind of opposing argument to the score. In many cases you may only receive the scores of the two judges and no other information. Do your homework in the gym by making sure you know ALL the rules for your level. For all optional levels

including Xcel, the judges are required to display the START VALUE at their table. Pay attention immediately to this start value as it is an indicator that a special requirement or value part was missing. If you need some educational assistance, it is often wise to invite a judge to your gym for a specific critique for all your athletes and to be sure you have all the requirements for each routine. You may contact your local judge's assignor for help with setting up a critique at your gym. See the forms section at the end of this document to learn the proper procedures.

- Injured Coaches: Coaches wearing slings, casts, boots or other medical devices may NOT ACTIVELY engage gymnasts: i.e.: spotting athletes, moving or adjusting equipment UNLESS the medical device does not hinder or impede a coach when performing such coaching duties or moving/adjusting equipment for their athletes. This is a safety precaution for both athletes and coaches.

COACH PROFESSIONAL AND SOCIAL CONDUCT

In addition to the required background check, TAAF expects all coaches in all sports to conduct themselves as proper role models, supervisors and protectors of all our athletes. The U.S. Center for SAFE SPORT has provided literature and materials to assist all coaches and educators in the safe administration of their duties and responsibilities. TAAF Gymnastics acknowledges the educational substance and sound guidance from that organization and expects that all coaches become familiar with the safe sport guidelines and recommendations in order to provide the safest possible environment for our athletes, both on and off the competition floor. IT IS THE RESPONSIBILITY OF ALL COACHES AND GYMNASTICS PROFESSIONALS to be alert and act IMMEDIATELY if there is a threat of physical or sexual abuse, evidenced or suspected. Proper action, as required by law, is to contact local law enforcement officials. Observation of other actions that appear inappropriate or dangerous to the health and well being of the athletes should also be reported to the appropriate sports leaders within the TAAF organization. In such cases contact: Jan Eyman, Gymnastics Commissioner, 254-221-2177 or taafgymnastics@gmail.com AND Mark Lord, TAAF Executive Director, mark@taaf.com

Meet Directors Checklist

- Bids to host qualifying meets and/or State must be submitted by published deadline. Make sure you get a receipt to ensure your bid was received. Make sure to include a cashier's check or money order for \$150 and send the bid to the TAAF STATE OFFICE in Georgetown AND you must also send a duplicate bid form to the Commissioner if you want to assure that your bid has been received.
- **PLANNING YOUR MEET**
 - Once you have been given a meet weekend, prepare your meet information and send out to the TAAF community. Be very clear about your specific policies for meet entries and all the rules and regulations regarding entry. Meet information can also be posted on our TAAF webpage and additionally on the TAAF Coach Forum on facebook.
 - Secure your judges immediately. JUDGES ARE NOW ENTITLED TO PRIVATE ROOMS IF REQUESTED. See the forms section at the end of this document to learn the proper procedures and pay the assigning fee. Do this as soon as possible to assure that you will have the judges you need. Follow up with the assignor so you know how the assignments are progressing.
 - Plan your meals for both judges and coaches. It is a good idea to publish meals and meal schedule ahead of time for both coaches and judges.
 - Follow the instructions on our website page (www.taaf.com) from the TAAF Scoremaster for downloading and sorting of athletes from our master registration list on our website page.
 - **Draft your schedule and submit to the Competition Coordinator for Schedule Approval in advance.** Your schedule shall not be considered official and my NOT be published unless approved by the Competition Coordinator or in lieu of availability, approved by the Gymnastics Commissioner.

- TAAF meets follow these guidelines for recommended **maximum athlete numbers:**

<p>Modified Traditional Format #1 and Modified Traditional #2</p>	<p>Modified Traditional #1 – One set of equipment in the competition gym. No warm-up gym. (Modified Traditional #2 – One Vault, one set of bars, two balance beams, and one floor exercise mat in the competition gym. No warm-up gym. Timed warm-ups immediately preceding competition on each event with continuous rotations. The judges move from the “A” beam to the “B” beam for competition.)</p> <p>Timed warm-ups immediately preceding competition on that event.</p>	<p>Levels 1-2: Maximum of 30 sec. timed warm-up Levels 3: 45 sec. timed warm-up Levels 4 / 5 :1 minute timed warm-up</p> <p>No 30-second touch.</p>	<p>Level 6 and 7: 11/2 minutes</p> <p>Levels 8-10: 2 minutes warm-up (L9,10 – 2.5 min. Bars ONLY, includes bar settings)</p> <p>No 30-second touch.</p>	<p>Compulsory only: 72 Optional only L8,9: 56 Optional with only L6 and/or L7: 64 Combined Compulsory and Level 8-9 Optional in same session: Maximum of 64 athletes – no more than 28 optional</p>	<p>A combination of B,S, or G and Levels 1-5: 72 A combination of B,S, or G and Levels 6-9: 64</p> <p>A combination of P or D and Levels 1-5: 64 A combination of P or D and Levels 6-9: 64</p>
<p>Non- Traditional (Capitol Cup) Format</p>	<p>2 gyms (warm-up and competition)</p> <p>Timed warm-up on each event immediately preceding competition on that event.</p>	<p>Levels 1-2: Maximum of 30 sec. timed warm-up Level 3: 45 sec. timed warm-up</p> <p>Levels 4 and 5: 1 minute timed warm-up</p> <p>Plus 30-second touch on the competitive equipment.</p>	<p>Level 6 and 7: 11/2 minutes</p> <p>Levels 8-9: 2-minute warm-up (L9 – 2.5 min. Bars ONLY, includes bar settings)</p> <p>30-second touch on the competitive equipment.</p>	<p>Compulsory only: 96 Optional only L8,9: 64 Level 6 and/or 7 only sessions may have up to 80 Combined Compulsory and Level 8-9 Optional in same session: Maximum of 80 athletes no more than 32 Optional L8-9 Combined Compulsory and Level 6-7 Optional in same session: Maximum of 80 – any # of opt. or comp. level athletes is allowed.</p>	<p>A combination of B,S, or G and Levels 1-5: 96 A combination of B,S, or G and Levels 6-9: 80</p> <p>A combination of P or D and Levels 1-5: 80 A combination of P or D and Levels 6-9: 6</p>
<p>Modified Non-Traditional (Modified Capitol Cup) Format</p>	<p>2 sets of equipment in the competition gym (No warm-up gym).</p> <p>Flight 1 squads compete on one set; Flight 2 competes on other set. Timed warm-ups immediately precede competition on each event.</p>	<p>Levels 1-2: Maximum of 30 sec. timed warm-up Level 3: 45 sec. timed warm-up</p> <p>Levels 4 and 5: 1 minute timed warm-up</p> <p>No 30-second touch</p>	<p>Level 6 and 7: 1.5 minutes</p> <p>Levels 8-9: 2 minute warm-up (L9 – 2.5 min. Bars ONLY, includes bar settings)</p> <p>No 30-second touch</p>	<p>Compulsory only: 96 Optional only L8,9: 64</p> <p>Level 6 and/or 7 only sessions may have up to 80. Combined Compulsory and Level 8-9 Optional in same session: Maximum of 80 athletes no more than 32 Optional L8-10 Combined Compulsory and Level 6-7 Optional in same session: Maximum of 80 – any # of opt. or comp. level athletes is allowed. See page 108, I.A.3.c for squad size guidelines.</p>	<p>A combination of B,S, or G and Levels 1-5: 96 A combination of B,S, or G and Levels 6-9: 80</p> <p>A combination of P or D and Levels 1-5: 80 A combination of P or D and JO Levels 6-7: 80</p> <p>A combination of P or D and JO Levels 8-9: 64</p>

- All meets are to be organized by athlete level and division. **Sessions are NOT to be organized by teams**, unless the ACHIEVEMENT sessions ONLY can be separated into Small and Large teams; then it would be possible to assign a session by team. NO QUALIFYING MEET SESSION SHALL BE DELIBERATELY SCHEDULED ON A FRIDAY NIGHT without a formal request to the commissioner stating the reason that an exception is needed. Since many meets fill to capacity, a Friday session may be granted in the best interest of our clubs.
- Qualifying Meet Sunday session should try to end no later than 6:00 if scheduling permits.
- Gymnasts may not compete past 10 p.m. and open stretch may not begin prior to 8 a.m.
- Check on the requirements for awards and make sure they are correct according to the type of meet. Qualifying meet awards are different from state meet awards.
 - All qualifying meet awards are selected by the meet host. All state meet awards are to be purchased through the state office including team awards plaques. *If you are hosting a state meet be sure to check the DIFFERENCES in the awards requirements. Consult with the Gymnastics Commissioner to make sure you are following proper procedure and fulfilling requirements.*
- Publish mealtimes for coaches so that they can coordinate when they have time to eat in between sessions or allow plenty of time for coaches to have as much flexibility as possible for nourishment.
- Contact your judges as soon as they are assigned with the details of your meet. Two judges are required for placement levels. In the event that there are not enough judges to fill all eight positions then 5 judges will be assigned. The four event judges should be level 9 or above if possible. The fifth judge will serve as an active meet referee who will rotate constantly to evaluate routines in an effort to maintain consistency with one judge panels.
- Have appropriate NON-CONCESSION food for the judges or you may have an extra charge per diem for each judge. Make sure the meet referee checks with you on the final paid judging hours. If you are uncertain about the rules for the judges (like housing and travel arrangements or other particular items, please contact the state Judging director, Bonnie Crawford at sjd@txnawgi.org
- In larger meets using more than one gym do not schedule teams in more than one gym without first contacting the gym to assure that they have more than one coach to handle that situation. Also, if you need to split squads make sure you notify the gyms in the pre meet information that with larger squads it may be necessary to split the squads within one session so that they have the opportunity to decline the meet if they do not have the appropriate staff.
- Meet fees for qualifying meets are as follows:
 - L1-2, XB - \$60
 - L3P-L9, XS-XD - \$65
- Gate fees for qualifying meets are as follows:
 - Adults - \$10 and Children - \$5
 - If you are hosting a meet outside of your home facility, you may petition the State Commissioner for an exemption to this rule. This admission fee MUST be posted and advertised on your meet information before teams decide to enter the meet. YOU MUST get permission from the Commissioner and disclose the proposed admission fee in your published meet information prior to the entry deadline date.
- **ON MEET DAY**
 - The gym should be open 30 minutes prior to open stretch when possible
 - Make sure you have a copy of all the registration/entry forms so you can troubleshoot problems.
 - Print our session registration reports so coaches can confirm their divisions and their team size. This will save many headaches later if errors show up during awards!
 - You will need to print out the coach sign in sheet from our webpage. This is the up-to-date coach list to be printed BEFORE your meet and all coaches are required to sign in and must receive from you a TAAF wrist band provided by our gymnastics program. ALL COACHES must be verified and signed in. Coaches not on the list may show a certificate/email indicating the status of their background check as sufficient evidence of eligibility to be on the competition floor. Failure to make sure that all coaches are clear may result in a suspension of TAAF meet hosting opportunities and

place liability insurance coverages at risk. Student helpers/coaches under the age of 18 may sign their name in on the sheet indicating their club and their date of birth.

- Warm-up time limits for all TAAF meets:
- L1,2 and XB – 30 seconds per gymnast
 - Exception is bars – 45 seconds per gymnast
- L3, XS – 45 seconds per gymnast
- L4,5, and XG – 60 seconds per gymnast
- L6,7,XP – 90 seconds per gymnast
- L8, 9,XD – 2 minutes per gymnast
- Have a coaches meeting AT THE START OF OR BEFORE OPEN STRETCH where you will:
 - Ask for scratches
 - Make sure the coaches check their scorecards to make sure the gymnasts are in their correct divisions!
 - Last reminder to all coaches about the sign in sheet and their wrist band or other identifier.
 - Any coach seen without their credential MUST be asked to leave the floor. In the event of a problem, first seek the help of an advisory council member if they are in attendance but if not call the TAAF commissioner.
 - Make sure you explain in detail the meet format, so they understand how to move from event to event and exactly how the warmups and the competition is to be conducted.
 - Inform the meet referee of the meeting time so that he or she may communicate any specific meet logistics to the rest of the judges and so that coaches' questions may be answered if necessary.
 - Explain about the music station and how music is to be played. Music must be on a device and not be reliant upon internet access in order to be used.
 - Explain how athletes will be organized as they wait for their event or their turn up (seating etc)
 - Identify where the ice is available and if a trainer is on site (you are NOT required to provide athletic training supplies or a trainer but must have emergency services available nearby.)
 - Identify where they may find the coaches hospitality room and rest rooms/dressing rooms.
 - Explain how and where the awards will be presented
 - Explain how the athletes will be introduced at the start of the meet. Options are to march in, to line up on the floor mat or to be lined up at their starting event or via any other creative introduction!
 - Remind coaches to notify you of any accident or injury that occurs and note each incident on the INCIDENT REPORT FORM provided to you within the packet of wrist bands for coaches or posted on our webpage. In the event of any accident resulting in an injury requiring emergency services or preventing an athlete from continuing the meet, an ACCIDENT REPORT FORM must be filled out and a copy sent to the Gymnastics Commissioner and to the state office. Keep copies of all incident and accident report forms for your records.
- Scores MUST BE recorded on the score verification sheet BY THE JUDGES and NOT by assistants and TWO scores must be entered into the score system. Only the average score, however, will be flashed. Make sure you know how to print out these verification sheets. If on a single judge panel with the judge entering the scores, a score verification sheet is not necessary.
- Judges are responsible to instruct the assistants/helpers about the rules of the events, the manner of warm up and routine timing and, if necessary, the use of the scoring system. IT IS HIGHLY RECOMMENDED AND PREFERRED, however, that SCORING assistants be instructed by the Meet Director prior to the start of the meet with regard to the entering of scores to the scoring system.
- Awards for Qualifying Meets
 - ACHIEVEMENT
 - Blue Ribbon – 9.00 or above
 - Red Ribbon – 8.00-8.975
 - White Ribbon – 7.00-7.975
 - Yellow Ribbon – 6.95 and below

- PLACEMENT Individual Event
 - 1st, 2nd, and 3rd place for events – gold, silver, and bronze medals, respectively.
 - Ribbons for 4th place through 12th place or 50% (whichever comes first)
- PLACEMENT All Around
 - 1st, 2nd, and 3rd place for events – gold, silver, and bronze medals, respectively.
 - Medals for 4th place through 100%
- Qualifying Meet Team Awards - presented to the top 50% of teams in each category at the minimum.
 - L1,2,3,4, XB, XS, XG
 - Small Team – 3-6 gymnasts, 3 scores count.
 - Large Team – 7 or more gymnasts, 5 scores count.
 - L5,6,7,8,9 XP, XD, XSa
 - No size designation. Top 3 scores count.
- Meet results must be sent to the TAAF Scoremaster – following the specific reporting instructions published on the TAAF website. Results must be sent to the scoremaster taafscoremaster@gmail.com BY MONDAY AT 6:00 P.M. FOLLOWING THE MEET.
- When internet service is available please publish on MEET SCORES ONLINE website either LIVE or immediately after each session.
- Immediately after your meet send meet results by division to ginger@taaf.com for publication on our taaf website page. Publishing on MSO is not a substitute for the divisional and team results for our website, however, you may provide a LINK from MSO for the webpage in lieu of pdf formats.
- **Qualifying meet hosts must send \$3 per entry and \$3.10 per entry to the TAAF State Office. The TAAF State Office will send you an invoice for the amount due by Wednesday morning following your meet. You will have 7 days to pay the invoice. Payment can be made online. After 7 days there will be a fine of \$5 per athlete as a late fee.**

TAAF Gymnastics Awards Banquet

- Each June, we host a banquet to honor our gymnasts and coaches and to bring attention to the value of participating in TAAF gymnastics.
- The following are invited to the banquet as guests of TAAF and their dinner is paid.
 - Current all-around state champions for all levels and divisions.
 - Current event champions for all levels and divisions.
 - All members of First Place Teams
 - “Special Awards” recipients
- The following are invited to the banquet and can register online to attend and pay the banquet fee:
 - Guests of all champions and award winners. The guest banquet fee will be noted on the athlete invitation presented at the state meet awards ceremony. Meal pricing for guests will be based on actual banquet costs for that year at that venue.
 - Coaches of all champions and award winners. The coach banquet fee will be noted on the athlete invitation presented at the state meets awards ceremony. Meal pricing for coaches will be based on actual banquet costs for that year at that venue.
 - Any other coach or athlete who would like to celebrate TAAF’s successes.
- TAAF Special Awards and Criteria – special awards nominations may be sent in at any time but most often toward the end of the competition season. All nominations should be sent to the TAAF Commissioner taafgymnastics@gmail.com . Each nomination will be reviewed by the advisory council and by an independent small group of TAAF general membership not affiliated with gymnastics, and the most deserving will be selected.

- **Spirit of TAAF Coach Award**
 - Awarded to the TAAF coach who exemplifies the TAAF spirit and whose attitude upholds the TAAF mission statement. For a coach, TAAF spirit is an appreciation for the organization and our unique structure. A coach who shows love of the sport and demonstrates respect for the athletes and coaches. It is a coach who is generous and helpful – A Coach of the Year!
- **Spirit of TAAF Gymnast Award**
 - Awarded to the TAAF gymnast who exemplifies the TAAF spirit and whose attitude upholds the TAAF mission statement. For an athlete, TAAF spirit is a demonstration of the joy of participation regardless of level or awards or proficiency. She will be respectful and supportive to her teammates in addition to other athletes when on the floor of a competition. She will be helpful and generous – a gymnast of the year!
- **Thomas Edison Award**
 - Awarded to a gymnast who has overcome challenges and/or failures to achieve her goals.
- **Leadership Award**
 - Awarded to the gymnast who exhibits outstanding leadership qualities, leading by example and serving as a positive role model for peers within and outside of the gym.
- **Citizenship Award**
 - Awarded to the gymnast who volunteers in school and/or participates in community service. She shows a positive attitude towards classmates, school and community, and is involved in citizenship or character-building organizations.
- Banquet Registration
 - ALL BANQUET ATTENDEES MUST REGISTER ON LINE. The athletes will be given an invitation at their state meet. Parents can then go online and follow instructions to register BOTH THE ATHLETE AND THEMSELVES – paying only for themselves. Detailed instructions will accompany the invitation in order to help them with that process. Coaches will register in the same manner. Athletes, coaches and their guests will be seated by team.
- It is requested that you hand out information and also promote our special awards and our banquet at regular intervals during the course of you meet or in any other way that you feel would be helpful in messaging.

INJURY/ILLNESS PETITION (by or BEFORE April 1)

Gymnast Name: _____

Gym: _____ Gym Email: _____

Coach's Name: _____ Coach's Email: _____

Date of injury/illness: _____

Nature of Injury/Illness: _____

Reason for Petition (i.e. state entry / exception from minimum meet rule etc.) _____

Meets athlete has competed in:

Meet: _____ Date: _____ Score: _____

Meet: _____ Date: _____ Score: _____

Meet: _____ Date: _____ Score: _____

Physician name: _____ . Phone: _____

Physician's Release Date: _____

Print this form – attach a copy of the physician's release – email to taafgymnastics@gmail.com

For Commissioner only:

Petition was approved _____ Petition was denied: _____. Reason for denial: _____

Commissioner Signature: _____ Date: _____



JUDGES REQUEST FORM

Immediately upon notification that you have been awarded a meet:

GO TO:

www.gymjas.com

Select TEXAS from the list of states

Choose MEET DIRECTORS Menu

Choose CREATE A NEW MEET REQUEST FORM

Fill out the information about your meet

When you get to this section –

Meet Director's USA Gymnastics Number

- If you have a USAG number you may use it. This number is only for the purpose of retrieving you meet information at a later date. If you do NOT have a USAG number then you will simply create your own PIN here and then use it to retrieve your meet information.

Fill out the remainder of the form and submit. Then go back to the Meet Director's Menu and select the paypal link to pay for the assignment of your judges.

Once the judges have been assigned you will receive an e mail notice and you can also check on the progress by logging in with your PIN. Once you know your judges it is your job to communicate with them about any need for hotel accommodations. Judges are not required to carpool, but you may request that they do so whenever it is feasible/possible. Make sure you plan for a relatively private place for the judges to meet at the start of the meet as they are required to report 30 minutes prior to march in. Have a breakfast meal ready unless the judges are all local to your gym. Coffee and donuts are not an adequate breakfast fare. This meeting area is typically the same place where they will have their meals in between session.

Let the meet referee know the time for the coaches meeting so they may be present if they choose. Advise the meet referee about the logistics of the scoring so they may communicate that to the rest of the judges.

Have staff available as scoring assistants and if possible they should be trained in advance.

Have two stopwatches at balance beam and one stopwatch at the other events for the timing of warmups and routines.

Be prepared with checks to pay the judges at the conclusion of the meet. The meet referee will provide you with a detailed expense sheet.

TAAF RANKING SCORESHEET

Submit completed forms to TAAF SCOREMASTER prior to January 1. Ranking events after January 1st will require mandatory \$25 late fee per gymnast.



GYMNASTICS
"Inspire. Achieve. Succeed."

GYM NAME

COACH NAME

COACH EMAIL

COACH PHONE

Method of Ranking (please indicate):

In-House Meet

via ZOOM

note: Form not needed if attending official pre-ranking meet. Results will be reported by the meet director.

		TAAF							
FIRST NAME	LAST NAME	LEVEL	COMP # (if known)	VAULT	BARS	BEAM	FLOOR	AA	
1								0.000	
2								0.000	
3								0.000	
4								0.000	
5								0.000	
6								0.000	
7								0.000	
8								0.000	
9								0.000	
10								0.000	
11								0.000	
12								0.000	
13								0.000	
14								0.000	
15								0.000	
16								0.000	
17								0.000	
18								0.000	
19								0.000	
20								0.000	
21								0.000	
22								0.000	
23								0.000	
24								0.000	
25								0.000	

email final results to:

taafscoremaster@gmail.com

DATE OF RANKING

JUDGE NAME

JUDGE SIGNATURE

In House Ranking Meet Instructions:

- GYM will prefill form and provide judge or volunteer with device to add scores.
- GYM will print final completed scoresheet for physical signature by judge.
- GYM will email to scoremaster:
 - 1) photo of judge signed form with scores
 - 2) saved excel file with completed scores

ZOOM Ranking Meet Instructions:

- GYM will prefill and save athlete/gym info and email file to judge PRIOR to ranking day.
- JUDGE will save scores and email completed file directly to scoremaster (in lieu of signature).



Official TAAF Qualifying Meet Entry Form

Meet Name _____ Meet Date _____
 Attending Gym's Name _____ **Gym Club Number:** _____
 Address: _____ City _____ Zip _____
 Coaches Attending 1. _____ 2. _____ 3. _____
 4. _____ 5. _____ 6. _____
 Main Contact _____ Email where information should be sent _____
 Main Phone # to contact with meet information or questions _____
 Gym Phone # _____ Gym Email _____

Last Meet Attending Before This Meet

	First Name	Last Name	ATHLETE #	Level	Div. or (R)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Number of Achievement Gymnasts (Levels 1,2 & Xcel Bronze) _____ x \$60.00

= _____ Number of Placement Gymnasts:

(Levels 3-9, Xcel Silver, Gold, Platinum, Diamond & Sapphire) _____ x \$65.00 =

Total Due: _____
Total Paid: _____
Check #: _____
Date: _____

_____ **ALL CLUBS AUTOMATICALLY ENTERED INTO TEAM - SM. OR LG.**

ONLY - TEAM SIZE BASED ON SIZE AT ENTRY DEADLINE - NO CHANGES.

NOTE: ENTRIES MUST BE COMPLETE WITH THE ASSIGNED ATHLETE NUMBER. THESE NUMBERS WILL BE THE SAME YEAR AFTER YEAR. ENTRIES MAY BE EMAILED BUT NOT OFFICIAL UNTIL ENTRY FEES ARE PAID. ALL LATE ENTRIES, IF ACCEPTED, WILL BE CHARGED A LATE FEE PER CURRENT TAAF RULES.



Official TAAF State Meet Entry Form

Meet Name _____ Meet Date _____
 Attending Gym's Name _____ **Gym Club Number:** _____
 Address: _____ City _____ Zip _____
 Coaches Attending 1. _____ 2. _____ 3. _____
 4. _____ 5. _____ 6. _____
 Main Contact _____ Email where information should be sent _____
 Main Phone # to contact with meet information or questions _____
 Gym Phone # _____ Gym Email _____

Last Meet Attending Before This Meet

	First Name	Last Name	ATHLETE #	Level	Division
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Number of Achievement Gymnasts (Levels 1,2 & Xcel Bronze) _____ x \$65.00 = _____

Number of Placement Gymnasts:

(Levels 3-8, Xcel Silver, Gold, Diamond & Platinum and Open) _____ x \$80.00 = _____

Total Due: _____
Total Paid: _____
Check #: _____
Date: _____

ALL CLUBS ARE AUTOMATICALLY ENTERED INTO TEAM.

NOTE: ENTRIES MUST BE COMPLETE WITH "NEW" ASSIGNED ATHLETE NUMBER. THESE NUMBERS WILL BE THE SAME YEAR AFTER YEAR. INCOMPLETE ENTRIES WILL BE REJECTED AND MUST BE RESUBMITTED IN ORDER TO BE VALID. MEET DIRECTORS WILL SET THEIR OWN RULES FOR PAYMENT DEADLINE. ALL LATE ENTRIES, IF ACCEPTED, WILL BE CHARGED A LATE FEE PER RULES.

2024 TAAF MEET SCHEDULE			
2024	NORTH Meet #1	NORTH Meet #2	SOUTH
Jan 6-7			
Jan 13-14	WINTER GAMES - TREVINO'S		
Jan 20-21	THE ROCK (TX TOUGH)		
Jan 27-28	WINKIDS		
Feb 3-4	TEXAS DYNAMIX	IRVING	WCC (BILES INV.)
Feb 10-11	RICHARDSON		SHOWCASE
Feb 17-18	METROPLEX		
Feb 24-25	CLASSIC		VELOCITY
Mar 2-3	CORINTH		BIRONS
Mar 9-10	TREVINOS		
Mar 16-17	EXCITE	GYMN STAR	
Mar 23-24	IRVING		SHOWCASE
Mar 30-31	Easter Weekend		
Apr 6-7	ASI LAKEWOOD	CORINTH	
Apr 13-14	CLASSIC	RICHARDSON	ASI WOODLANDS
Apr 20-21			
Apr 27-28	XB,1/2 State	TEXAS BEST	
May 4-5	L3/XS State	TREVINOS	
May 11-12	4-9, XG/XP/XP State	GYMTRICKS	
Meet Host	Meet Director	Email Contact	
THE ROCK (TX TOUGH)	Tina Rusinovich	therock.gymteam@gmail.com	
WINKIDS	Cammie Lee	cammie@winkids.net	
TEXAS DYNAMIX	Cortnee White	office@txdynamix.com	
RICHARDSON	Megan Fenton	megan.fenton@cor.gov	
METROPLEX	Jan Eyman	eymanmeetdirector@gmail.com	
CLASSIC	Sharon Peck	gymclassic@aol.com	
CORINTH	Rob Harmon	corinthgym@corinthgym.com	
TREVINOS	Rich Trevino	rtrev826@aol.com	
EXCITE	Caitlin Crane	meetdirector@excitegym.com	
IRVING	Shelly Patrick/Rob Harmon	info@irvinggymnastics.net / corinthgym@corinthgym.com	
ASI LAKEWOOD	Casey Carter	ccarter@asigymnastics.com	
PLANO AEROBATS	Jamie Allgyer		cancelled
GYMN STAR	Rob Harmon	corinthgym@corinthgym.com	
WCC (BILES)	Jan Eyman	eymanmeetdirector@gmail.com	
SHOWCASE	Cheryl Cupples	ccupples2@hotmail.com	
VELOCITY	Sarah Beth Gaerther	velocitygymnasticsbrenham@gmail.com	
BIRONS	Maalika Moore-Thomas	maalika@birons.net	
ASI WOODLANDS	Casey Carter	ccarter@asigymnastics.com	
TEXAS BEST	Tricia Guertl/Karen Landis	karen@texasbestgymnastics.com	
GYMTRICKS	Jan Eyman	eymanmeetdirector@gmail.com	