



## Regional Training Camp Hosts

- Thank you for hosting a regional training camp
- The gym club will receive \$400 to offset some expenses in exchange for hosting a regional training camp. (*This money should be used to purchase water for the clinicians, paper products, etc.*)
- The designated camp director is our contact person for the training camp and must be from the host gym and be knowledgeable about following USAG rules and policies for sanctioned events.
- The designated camp director will receive credit for working a regional training camp and be eligible for National Apparel by performing these duties:
  - Work with the camp coordinator to set your schedule for all 3 days of camp.
  - Be prepared to offer general information such as directions, restaurants, hotels, etc. If you make any deals with local hotels, restaurants, parks, or any other specials please send these to camp coordinator for posting on the camps web site.
  - Plan any coaches activities....create situations where coaches can get to know each other better and share. A round table discussion at a local restaurant one evening? Take some notes of how to improve on our camps and give feedback to the camp coordinator.
  - **We will apply for the Sanctions for your camp.** Your name will be on the Sanction and you will be named as administrator so you can go into the sanction anytime you need to.
  - New\*\* This year Dave Stiles will verify the bulk of all USAG numbers of the athletes and coach credentials, safety cert., background checks and have completed U100 course complete. You should only have to verify any late entries or other situations where a coach was not up to date etc. and assist Dave in collecting any missing information i.e.: USAG numbers, safety update, U100 course, etc.
  - Excel spreadsheet will be sent to you via email.
  - Notify anyone whose membership and credentials not current *before* the beginning of the training camp
  - You'll receive an Excel Spreadsheet from the camp coordinator with all entries so you can organize and group athletes into 7 groups. We feel you will know better most of

the gyms attending and will do a better job of this. Any questions or need of assistance ask the camp coordinator (Sandy Sabo)

- Luke Wasson is coaching staff assigner for camps. He will make this list that will be sent to you. You also will know many of the coaches working the camp and if we are short on staff we ask that you help us find and ask coaches to work. We want to put together the best staff possible for every camp.
- Keep track of all coaches working. Make sure all of them sign in on the **sanction form** and on the **Verification for National Apparel Form**.
- Arrive early the day of each training camp to organize registration, groups and show coaches areas for their events
- **MUST** be present for entire camp to assist with the needs of the volunteer staff (coaches and judges) as well as the athletes
- Conduct a staff meeting with all volunteer coaches and judges every day of camp. Please make sure everyone is comfortable with their assignment and make any adjustments necessary and add assistance if necessary. Get feedback on how things are going. \*\*\*Remember they are volunteering their time and efforts for this long weekend and be sure to thank them for this. State the Region 5 Camp Rules to the gymnasts and coaches. ex: curfew time, respect for all coaches, lots of Thank you's, that everyone is expected to give their best efforts, no food or drink in gym, stay in designated areas for break time, rotate quickly as not to waste time and other rules that apply to "your gym". See R5 Camp Rules Page on <http://trainingcamps.region5.com>
- Set up, clean up and organize the gym for camp
- Prepare check-in area with good traffic flow, registration table, t-shirt pickup table, break areas, and any other pre-camp organization. Have plenty of volunteers to help so that registration moves fast and efficient. Prepare ample space for rotation #7-- Friday Floor Bar Drills and Shaping....provide many floor bars, exercise balls, panel mats etc. Ask the clinician if anything else is needed. Saturday Conditioning and Sunday Flexibility provide some sliders, bands and panel mats.
- Complete sanction forms and mail forms to USA Gymnastics immediately following camp. USAG instructions:
- **Sanction Report forms:**  
Sanction report forms are required to be returned to the National Office within 2 business days after the event. When sending the completed Sanction Forms, please include pages 1-6 ONLY. Sanction Report Forms returned with missing pages will not be processed. Sanctions may be faxed, mailed or emailed to the following: Mail: 132 E.

Washington St. Ste 700, Indianapolis, IN 46204. Fax: 317-237-5069 Email: [sanctions@usagym.org](mailto:sanctions@usagym.org)

- **Also send copies to Sandy Sabo, Regional Training Camp Coordinator.** She will send all other copies to Kittia Carpenter and Dave Stiles. At the end of camp send all sign in sheets, Verification Forms, Check off list of all athletes who attended and show any scratches or adds that may not have originally been on your list....send all to Sandy Sabo with Sanction Forms along with any incident reports you may have.

Sandy Sabo  
Youngstown Gymnastics Center  
5500 Market Street  
Boardman, OH 44512



Att: R5 Camps

I, \_\_\_\_\_ of \_\_\_\_\_,  
gym agree to the above duties and responsibilities of hosting a Region 5 Camp  
and will perform them to the best of my ability. I will also agree to do my best to  
uphold the philosophies of Region 5 in creating unity among the coaches and  
athletes. I will create a positive and enthusiastic environment. I will do my best  
to make it a fun camp and a great learning experience for the athletes and  
coaches involved.

\_\_\_\_\_  
Print name

\_\_\_\_\_  
USAG #

\_\_\_\_\_  
Safety Exp. Bkgrd. Exp.

\_\_\_\_\_  
email address for all camp communication

**TEAMWORK makes the DREAMWORK**

**Please Sign and return this form immediately to :**

**[sandy.sabo@youngstowngymnastics.com](mailto:sandy.sabo@youngstowngymnastics.com) (just print it out sign, scan and email)  
or you may Fax it to me 330-782-2617**

**Thank you**

**Sandy Sabo**

**Region 5 Camps Coordinator**