

Nottingham 2015 CPISRA World Games



Nottingham 2015

CPISRA World Games

Final Games Information and Entry Pack

Nottingham 2015 CPISRA World Games



Dear Friends

Nottingham 2015 CPISRA World Games – England 6 to 16 August 2015

On behalf of Cerebral Palsy Sport and the Nottingham 2015 Organising Committee; we would like to thank all the Nations that have so far sent in your initial entries to compete and for your support for the Games in August. To date we have received initial entries from 18 Nations with 373 competitors and 160 staff expressing their interest to attend the games in Nottingham. Our goal is to stage a truly memorable games full of enjoyable competition in the spirit of fair play, equity and enjoyment.

This final information and entry pack now provides all CPISRA member nations with further information on the Games to assist with planning and the timescales for Nations to submit their final entries information and full payments.

All the sports on the initial intention to compete: Athletics, Bowls, Football (Under 19); Swimming, and Table Cricket received intention to compete indications and the WG2015 Organising Committee will keep them all on the programme at this stage. We do however retain the right to cancel a sport should the numbers in the final entries make the sport not viable to stage a meaningful competition.

We are delighted to announce that the inaugural IFCPF CP Football World Championships Under 19 will take place within the Games programme and we look forward to hosting this special championships. We are also delighted to announce that Para-Taekwondo will part of the Games programme and we are sure it will be of interest to all.

We are delighted to present the Final Information and Entry pack with key games information and the Final Entry Forms to complete in detail. The full deposit payment must be submitted to the Nottingham 2015 World Games Organising Committee at CP Sport to make entries official. No visa letters will be distributed if deposit payment has not been received and financial details are in the information package.

The deadline for submitting Final Entry Forms and payment of the full amounts for all delegation members is **6th May 2015**.

Our contact details are: Email: worldgames@cpsport.org Telephone: +44 115 925 7027

We look forward to welcoming you all to Nottingham

Yours in sport

Alison Talbot
Chief Executive Cerebral Palsy Sport and Nottingham 2015 World Games Organising Committee

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CPISRA 2015 World Games Final Information Pack

Nottingham 2015 CPISRA World Games Executive Committee:

Chairperson:	Richard Harwood
Committee Members:	John Wileman Simon Starr Sue Holland Leavens Terry Bowles
Nottingham City Council Liaison:	Clive Williams
Havery Hadden NCC Venue Manager:	Andrew Miller
Games Operations CEO:	Ali Talbot
Fundraising Lead:	Ben Rossi
Marketing and Media Lead:	Claire Herrick
Sports Development Conference:	Andy Brittles

2015 CPISRA Games Operations Team:

Games Operations CEO:	Ali Talbot
Athletics Lead:	Katy Johnson
Bowls Lead:	Ed Pearse
Football Lead:	Sam Turner
Swimming Lead:	Sarah Livesey
Taekwondo Lead:	Adrian Tranter
Table Cricket lead:	t.b.c
Classification CPISRA Adviser:	Joan Steele-Mills
Anti-Doping CPISRA Adviser:	Halim Jebali
Schools Programme Lead:	Marianne Burchell
Games Starter Volunteer Lead:	John Selby-Sly

Accommodation and Fees

All Games competitors, team staff and officials will be accommodated in the centre of the historic city of Nottingham, England at the brand new Nottingham Trent University City Centre Campus. New and modern en-suite accommodation will be provided for teams and the complex offers excellent accessible accommodation.



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The Registration and entry fees are **£85.00 per person per night** and this includes:

- Competition entry fee
- Registration
- CPISRA Capitation fee
- Transport between Games competition venues during Games time
- The fee per night includes: Accommodation and full board of breakfast, packed lunch and dinner.
- All rooms will have free Wi-Fi access, towels and linens, a shared kitchen facility and 24-hour security and assistance.
- Laundry facilities are provided on site in the Games accommodation Village and **there is an additional charge for this service.**

Transportation

Airport Transportation and Transfers will be provided from and to nominated airports of Heathrow, Gatwick, Birmingham or East Midlands. These transfers will be provided at an additional cost of £50 per person. There will be a supplementary charge for alternative arrival and departure airports.

Visa Requirements

Please check with your local Embassy or High Commission to see what the Visa requirements are for entering the United Kingdom from your country. Visa applications should be made online – please visit the official UK Government website for more details applying for a ‘Sports Visitor’ visa -

<https://www.gov.uk/apply-uk-visa>

Requests for visa invitation letters should be made to: worldgames@cpsport.org

Accreditation Card Process

Each member of the delegation must complete the accreditation personal details form and must submit a photo. Photos must be of passport size, taken within the last 6 months. Photos can be sent electronically – preferably in *.JPG format.

The accreditation forms will be sent to the nominate Team Managers on receipt of final entries.

Accreditation forms should be submitted by e-mail to worldgames@cpsport.org by no later than **15th June 2015**.

CPISRA 2015 World Games Venues

All the competitions will take place within the heart of the City of Nottingham with a large number of events taking place at the newly redeveloped Harvey Hadden Sports Complex.

The formal competition venues are as follows:

- Athletics: Harvey Hadden Sports Complex Athletics Track
- Bowls Richard Herrod Bowls Centre
- Under 19 Football Harvey Hadden Sports Complex Football Pitches
- Swimming Harvey Hadden Sports Complex Swimming Hall
- Taekwondo Harvey Hadden Sports Complex – Sports Hall
- Table Cricket Harvey Hadden Sports Complex – Sports Hall

The Nottingham 2015 CPISRA World Games is being generously supported by Nottingham City Council

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with the kind operational and financial support by gifting the competitive facilities on the Harvey Hadden complex for the duration of the Games. The photo below shows the redevelopment plan which is currently taking place on the site.



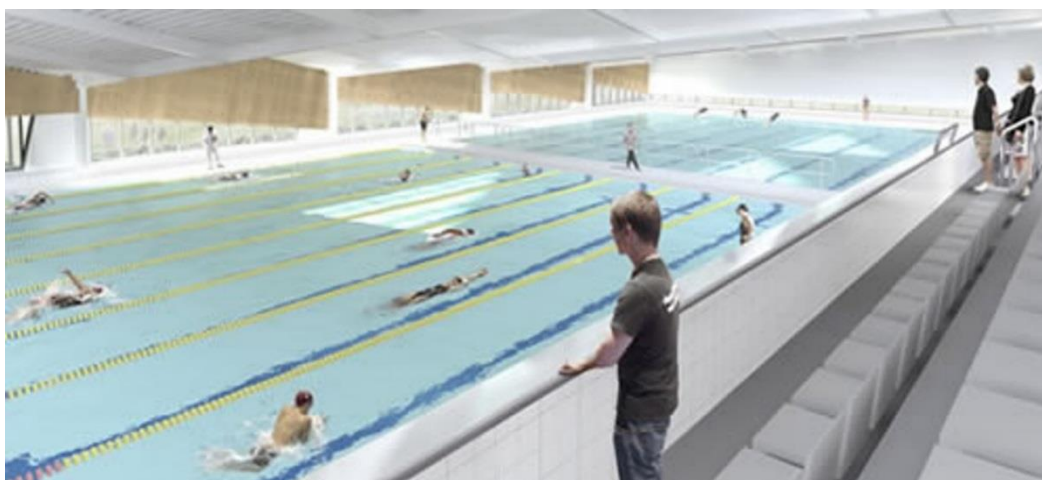
Image courtesy of Nottingham City Council

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The images below are artist's impression of the new complex entrance and the new 50m swimming complex.

Images courtesy of Nottingham City Council



CPISRA 2015 World Games Ceremonies

The 2015 World Games Opening Ceremony will take place on Sunday 9th August 2015 at the Harvey Hadden Sports Complex.

The medal ceremonies will be held each evening in the Games Village in the Celebration Plaza.

The 2015 World Games Closing Ceremony will take place on Saturday 15th August 2015.

All teams are requested to attend the Opening and Closing ceremonies for the Games and transportation to and from the ceremonies will be provided.

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Draft Games Schedule

Provisional Nottingham 2015 CPISRA World Games Schedule															
Outline programme which may be subject to change and may include the introduction of other sports and workshops															
	Sun 2nd	Mon 3rd	Tues 4th	Wed 5th	Thurs 6th	Fri 7th	Sat 8th	Sun 9th	Mon 10th	Tues 11th	Wed 12th	Thurs 13th	Fri 14th	Sat 15th	Sun 16th
Harvey Hadden Site Set up			Yellow	Yellow	Yellow										
Team Arrivals					Orange										
Team Manager Briefings															
Volunteer registration															
Acclimatisation															
Classification															
Athletics Classification															
Athletics Training															
Athletics competition															
Swimming Classification															
Swimming Training															
Swimming Competition															
Football Training															
Football Classification															
Football Competition															
Bowls Set up															
Bowls Classification															
Bowls Training															
Bowls Competition															
Taekwondo Classification															
Taekwondo Training															
Taekwondo Competition															
Table Cricket Classification															
Table Cricket Skills Training															
Table Cricket Test Match															
Opening Ceremony															
Closing Ceremony															
Medal Ceremonies															
Sports Development conference															
Coaching Workshops															
Social programme / trips															
Teams depart															

Age Groups

All competitors must be aged 14 or above as of 31st December 2014 to be eligible to compete.

PLEASE NOTE: For results to be recognised by the IPC Sports; athletes must be licensed by IPC before the start of the competition. IPC Licensed athletes must have a valid, current, IPC Review or Confirmed International Classification to be eligible to have their results recognised by IPC for the purposes of rankings, records and qualification for future events. (This is not a requirement for entering the Games – only for IPC results and record recognition).

Age Group - Junior Home Nations Invitational RaceRunning Competition

The age group for the Junior Home Nations Invitational Racerunning Competition will be aged 11 -14 years old as of 31st December 2014.

Anti-Doping controls: The CPISRA anti-doping rules apply and UK Anti-Doping will be undertaking the doping-control tests on behalf of CPISRA and the LOC in compliance of the World Anti-Doping Agency (WADA) rules. Further information can be found on the [WADA website](#). Athletes can be tested at any time, during or out

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of competition for the duration of the Games. Further information relating to the anti-doping protocols will be issued team managers in due course. If team managers wish to increase their athlete's awareness of anti-doping control and what to expect, further information can be found by clicking [here](#).

World Games Competition Standards

A full listing of each sports competition Games Standards are listed within the attached 2015 World Games Standards Guide or can be found listed on our World Games website: <http://www.cpsport.org/?p=175>

Competition Approvals

- ▶ Athletics – IPC approval sought. To date TD and classifiers appointed by IPC.
- ▶ Swimming – IPC approval submitted to IPC and pending pool tank final certification complete. TD appointed by IPC.
- ▶ Bowls – IBD approval sought and granted.
- ▶ IFCPF U19 Football CP 7-a-side Football World Championships – agreed with IFCPF
- ▶ Para Taekwondo – competition format agreed with WTF
- ▶ Table Cricket – standards now agreed with CPISRA.

Classification Fees

Athletes requiring international classification will be required to pay an additional £40 fee per person.

Safeguarding and Welfare

All teams are required the name and contact details of a Team Safeguarding and Welfare lead for the team. All team managers will be issued with a copy of the Nottingham 2015 Games Safeguarding and Welfare Plan and must adhere to all policies laid down in the Safeguarding Plan.

Emergency Contact Details:

All team managers will be required to provide the Emergency Contact Details for the Country Team Manager.

Insurance

It is a requirement that all visiting teams provide written confirmation and evidence if required to the LOC that they have arranged the following insurances for all members of their party:

- a) Public Liability with a minimum indemnity limit equivalent to £5,000,000 each and every claim
- b) Travel insurance including medical expenses with a minimum sum insured of £1,000,000 and repatriation cover

All Competitors and team officials have to provide insurance for their own personal injury /accident and liability. The Nottingham 2015 Organising Committee excludes any liability and assumes no responsibility for loss or theft of materials or personal belongings during the games.

Team Manager and Technical Meetings

Team Manager Meetings will be held daily and technical meetings will be held the day before competition starts.

Safeguarding and Welfare Briefings will be included in these daily briefings.

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Flag and National Anthem

CPISRA Member Nations are to provide Nottingham 2015 Organising Committee with an electronic copy of both their National Flag and their Country Anthem or the link to a website from where the correct information can be downloaded.

Only 30 seconds of National Anthems will be played during medal ceremonies. Nations have the option to provide CP Sport with a 30 second recording of their preferred part of their anthem.

This information must be supplied by **30.04.15** at the latest and sent by email to worldgames@cpsport.org

Media Contacts

To ensure that every Nation obtains the maximum exposure for their team, the LOC request that teams provide the Nottingham 2015 office with contact details of Media contacts in their respective countries to whom press and media information about the Games can be send beforehand and during the Games.

Social Media: You can keep in touch with Games news by following us on Twitter: [@CP2015Games](https://twitter.com/CP2015Games) on Facebook: <https://www.facebook.com/CP2015WorldGames>

Our Nottingham 2015 Games website is live at: <http://www.cpsport.org/?p=171>

Payment Information and Regulations:

All payments need to be made to Cerebral Palsy Sport World Games by bank transfer.

Conditions of payment: The deposit of £50 per person is non-refundable. This deposit payment per person must be received no later than **1st May 2015**

Important: All costs and fees connected with the amount being transferred into our bank account (including costs (fees) in domestic and foreign intermediary banks) have to be covered by the payer. Please use the "OUR" condition for payment costs.

Invoices for Games fees can be issued if countries send a request to worldgames@cpsport.org following receipt of the final entries and provided all elements of the entry forms have been completed.

Bank Account Details:

Account Name and Address	Yorkshire Bank; 11a Smithy Row, Nottingham, NG1 2EJ
Account Name	Cerebral Palsy Sport World Games
Account Number	29519791
Sort Code	05-06-41
SWIFT Code	YORKGB22
IBAN	GB86YORK05064129519791

Refund Policy

30% Refund: Athletes and Staff who withdraw from the Nottingham 2015 CPISRA World Games will receive a 30% refund until **01/05/2015**. The deposit paid is however non-refundable.

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No-Refund: After the 1 May 2015 no entry fee will be refunded.

Athlete Replacement/Substitution: Nations can replace/substitute competitors of the same gender, class and event for those that have to withdraw for whatever reason up to 6 weeks (28.07.15) before the start of the games.

Health, wellbeing and safety: All participants have the duty to observe health and safety regulations and other regulations of the organising committee. The Nottingham 2015 Organising Committee reserves the right to make change in the schedule if required. Team managers will receive risk management and safety briefs daily during the Games at the team managers meetings.

Family and Friends Programme

Nottingham 2015 recognises that family and friends would wish to come and support athletes. At the same time as our Games, a major international cricket test match, The Ashes is taking place in Nottingham too and accommodation could be expensive. We have therefore negotiated a special accommodation rate with our Games Accommodation partner Nottingham Trent University for a Family and Friends accommodation and rate at the NTU Clifton Campus in Nottingham. We have negotiated a rate of £18 per person per night. Our rooms are all single study en suite, we do not have double or family rooms. Tea/coffee making facilities will be provided in the kitchens. Light breakfast options can be purchased in Café Darwin, The Point Diner and Costa all of which are on site.

For location details of the Campus, please click [here](#)

To book Family and Friends Accommodation, please follow the link: www.ntu.ac.uk/CPISRAFamily

All entries must be sent to the Nottingham 2015 Organising Committee by e-mail to:
worldgames@cpsport.org
by no later than 1st May 2015

Supporting people with cerebral palsy from
around the world to reach their sporting
potential

