



13 MAR 24

Reference: BSL/Y&E24/MAR24/001/BH

See distribution

BOXING SCOTLAND YOUTH & ELITE GOLDEN GLOVES CHAMPIONSHIPS SEASON 2023-24 – 16th/17th and 23rd/24th MARCH 2024 – ADMINISTRATION INSTRUCTION

Please note – Any major changes from previous competition Administration documents will be highlighted in yellow. (A separate admin document will follow for clubs competing in the Elite Golden Gloves Finals on April 13th 2024)

- General.** Boxing Scotland (BSL) has organised the Scottish Youth & Elite Golden Gloves Championships 23/24 which will take place on the weekends of 16th/17th and 23rd/24th March 2024, concluding with the Elite Golden Gloves Finals on 13th April 2024 at Ravenscraig Regional Sports Facility, Motherwell.
- It is the responsibility of Boxing Scotland for the organisation of the event.
- A Zero tolerance** will be observed by Boxing Scotland on foul and abusive behaviour for all members and spectators towards Security Staff, RRFs and BSL Members.
- Aim.** The aim of this document is to cover all aspects of administration required to set up and ensure the smooth running of the Championship event. This instruction clearly defines the roles and responsibilities of all parties involved, the timeline for completion of activities prior, during and post, along with the resource requirement.

Event Co-ordination

- Boxing Scotland.** Overall authority for the event lies with the COO of Boxing Scotland.
- Event responsibilities.** Tasks and responsibilities are annotated as below:

Ser	Name	Responsibility
1	Craig McEvoy	Interim COO
2	Calum Bell	Events Manager
3	Paul Coleman	Set up, event management
4	Kieran Fraser	Set up, event management
5	Cameron McAlpine	Set up, event management
6	Ben Holme	Communications
7	Craig Stephen	MC
8	Dougie Fraser	Event Supervisor
9	Norman Watt	Ring Supervisor
10	Amberstone Security	Event Security

PERSONNEL – BOXERS

7. **Boxers Clubs.** Entries to the event were open to clubs affiliated for the 23/24 Season.
8. **SME1 Boxing Cards, Coaching Badges Officials' Badges and associated documentation.** All affiliated Boxing Record Cards (SME2) and Coaching Badges, including pre-post bout medical are to be present at the weigh-in. Each entrant MUST produce their Medical Record Card (SME2) showing evidence that the boxer is registered for the current season. No Boxers Cards or Coach Badges will be brought to the event. Clubs must make arrangements to collect all documentation the week prior to the Championships.

Please note, all personnel can only carry out a single role from the start of the competition. E.g., if you are a boxer in the competition, you are not permitted to perform any other role such as coach or official. This rule applies to officials and coaches too. A coach cannot be an official and official cannot act as a coach in the corner. Breaches of this rule will mean that the individual will be asked to leave the field of play and will not be permitted to have any further involvement in the competition.

9. **Weigh-Ins.** The weigh-ins will open from 0800-1000 on each day of the competition; these will take place in the classroom upstairs at Ravenscraig, the nominated OIC will preside the weigh-in. Technical rule timings will apply. Boxers required to weigh-in will be notified in advance. Control of the weigh-in will be conducted by Boxing Scotland officials; boxers will be called forward by the BSL staff – please note that there will be no open scales. Test Scales will be situated in the main arena down inside the venue.
10. **Draw.** The draw for weight categories with multiple entries took place on Wednesday 13th March 2024 and the automatic draw on the computer scoring system was used to achieve a random draw in all categories. **Seeding was used for this season's Elite Male Championships.**
11. **Boxing Medicals.** Medicals will commence from 0800-1000 on each day of the competition. Medicals will be completed before approaching the scales. Boxers should also have completed a Pre/Post Bout Medical Pro-Forma to give to the Doctor before commencing the Medical.

There will be no weight allowance for either Youth or Elite boxers for this competition. As with prior Open class Championships, Youth boxers will **NOT** have to wear a vest/shorts for the weigh-in.

MEDICAL

- **Fully GMC Registered Boxing Scotland Doctors appointed to oversee all medical provision**

12. All boxers are to have an in date Annual Medical with the appropriate medical information detailed in the back of the Boxers Record Card SME1. Medicals will be conducted directly after the weigh-in.
13. **Medical Cover.** Ringside medical cover has been booked and will be available from during the event covering both weekends.
14. **Action in the Event of Medical Emergency.** A Boxer will remain in the care of the club and an appropriate member of the injured boxer's club is to accompany the boxer to an appropriate

medical treatment centre in the event of a medical emergency. Notification to the boxer's family is to be completed as soon as reasonably practicable.

15. **Gum Shields.** Boxer gum shields will be examined prior to entering the medical/weigh in area. All boxers must have well fitted gumshields, no red or partially red gumshields may be worn.

16. Wraps.

Elite boxers;

The use of professional hand wraps shall be mandatory for this competition for Elite boxers, as per IBA rules.

The following materials will need to be provided by the club for professional hand wraps for each Boxer shall be as follows:

Gauze Bandage:

2 rolls of 5 cm x 15 m Gauze (1 roll of gauze for each hand)

2 rolls of 5 cm x 10 m Gauze (1 roll to create a knuckle pad for each hand)

Zinc Oxide Tape:

2 rolls of 2.5 cm x 13 m

1 roll of 1.25 cm x 13 m for between the fingers

All equipment shall be clearly branded, and packaging will include specifications and relevant instructions.

In AOB Elite Competitions, a Boxer shall apply the provided gauze bandages and tape on his hands as he likes, provided that the knuckles of his hand are not covered by the Zinc Oxide Tape.

The use of any substance or object on the Gauze and/or Zinc Oxide Tape is prohibited.

Pro-wraps must be checked and signed for by the nominated representative prior to gloving up.

Youth boxers;

Approved IBA wraps are to be worn by Youth boxers for this competition, but any wrap that is in accordance with the dimensions for wraps set out in the IBA Boxing Rule Book are appropriate. No professional wraps are allowed for Youth boxers. Boxers will be required to supply their own wraps.

17. **Hairnets.** Long hair should not limit a Boxer's vision and should be appropriately tied. There is no restriction on hair length. A Hair net or any other item worn to control the hair can and should be utilised.

18. Boxer Code of Conduct

It is imperative that all boxers apply and follow the Boxing Scotland Code of Conduct.

This Code of Conduct details guidelines and requirements expected of registered boxers who train with or training or compete for Boxing Scotland domestically or internationally.

It refers largely to the behaviour we expect from registered boxers during any involvement with or on behalf of Boxing Scotland. We require all those acting within Boxing Scotland to ensure that our values are demonstrated through behaviour and language. This applies irrespective of the background, age or ability of the individual or the capacity in which they are involved with Boxing

Scotland. Everyone, regardless of their role or involvement, contributes to creating and sustaining a positive, inclusive and safe environment for all.

Conduct yourself in a manner consistent with the values and norms of Boxing Scotland and its policies.

- Act with responsibility for yourself and for others.
- Commit to furthering yourself as an athlete by exhibiting an exemplary attitude to training and competition.
- Observe the rights of other athletes to respect, confidentiality, and individuality.
- Train and compete within the rules.
- Respect the decisions of coaches, officials and referees.
- Present yourself in a way which represents the sport and Boxing Scotland positively and respectfully including wearing suitable kit for training and competition; appropriate team kit when assembling or travelling and at other functions or occasions as notified.

19. Parents Code of Conduct

Parents must also apply and follow Code of Conduct: PARENTS AND CARERS

Applaud and encourage effort and positive participation as well as success and respect the decisions of officials.

- Always remain within designated areas during events unless advised otherwise by someone authorised by Boxing Scotland for the safety and wellbeing of all.
- Avoid openly criticising participants for 'making mistakes' - mistakes are part of learning.
- Refrain from criticising children and young people in public, including through social media.
 - instead, encourage their effort and support improvement.
- Never engage in, or tolerate, offensive, insulting, derogatory, or abusive language or behaviour including online or through social media (remembering that such conduct or language may also be illegal).
 - Never engage in physical altercation and refrain from threatening language and behaviour.

20. Coaches Code of Conduct

The Coaches Code of Conduct must be always adhered to. No forms of abuse will be tolerated, and the disciplinary process will be followed.

PERSONNEL – OFFICIALS

21. **The Officials.** Boxing Scotland officials have been appointed for the event and a separate instruction will be sent out accordingly. All officials must be registered prior to the event ensuring insurance requirements are met. Badges must be shown at the door and worn during the event.

22. **Supervisor.** Mr Fraser is the appointed Supervisor for the event and will co-ordinate and control the responsibilities of each official selected, with Mr Watt the other designated Ring Supervisor for the competition.

23. **Competition Scoring System.** Computer scoring will be used throughout the duration of the event.

24. **Ring Rules and Etiquette.** The event will be conducted in accordance with the IBA rules, and any conditions set by Boxing Scotland as appropriate. A brief to the officials will be given by the Event Supervisor.

25. **Dress.** Dress for officials at the event will be as follows:
- Referees and Judges must wear the official IBA attire for Referees and Judges. White, short-sleeve, button-down collared shirt (long-sleeve acceptable).
 - Black bow tie.
 - Black trousers (no denim).
 - Black sport shoes with no heels.
 - Referees may use surgical gloves when officiating.
26. **Master of Ceremonies.** The Master of Ceremonies duties will be conducted by MC Mr Craig Stephen.

COACHES

27. **Qualified Coaches.** All coaches in the corners are to be qualified, competent and in date. Coaches/seconds must be in possession of their Boxing Scotland Coach Registration pass at all times during the event. Access to facility and the Field or Play will not be permitted without a valid BSL Coach Registration badge. Replacement or temporary coach passes will not be issued during the event.
- Number of Coaches.** If a club has 1 boxer, 3 coaches will be granted access to the facility. If a club has 2 boxers, then 4 coaches will be given bands. More than three boxers, 6 coaches only will be granted access to the facility. Up to a maximum of 6 coaches will be given access to the event. This is in order to keep numbers down. Please note the number of Coach Bands allocated to your club on the day will be based on the number of Boxers you have entered into the Championships as well as the number of Boxing Scotland Registered Coaches your club has.
 - However, the Maximum number of Coach bands (6 daily) allocated will **not** exceed the total number of Coaches registered with Boxing Scotland at your club.

EXAMPLE – The Club has two Boxing Scotland registered Coaches = Two Bands will be allocated to the club regardless of number of boxers entered in the Championships.

Number of Boxers your club has entered into the championships	Number of Boxing Scotland coaches registered with your club	Max Number of Bands that will be allocated to your club
1	4	3
2	6+	4
3+	6+	6

- c. Bands are allocated on a trust basis – In the event that your band is presented for entry by anyone other than a Boxing Scotland Coach registered with your club you will be required to pay an entry fee of £20 for each coach on that day.
- d. When entering the field of play and or spectating area you **must** present your coaching badge and your Band when asked for by either security or Boxing Scotland Staff.

Please note, Boxing Scotland has a comprehensive application process for all officials and coaches with rigorous checks in place to ensure the accuracy and reliability of information received. These checks help to identify and ensure that all relevant regulations and standards are being met.

Where a club is found to have bypassed these procedures by allowing unregistered coaches into the team warm up areas or access to the field of play the offending club will be fined £100 for their actions.

This fine must be paid within 30 days to Boxing Scotland. Failure to pay the fine may result in further disciplinary action against the club. In addition, the individual who is found to be in any area they do not have permission to be in will be ineligible to apply for a coaching badge for a 12-month period.

Team Corners and Changing Rooms

- a. **Segregated areas clubs/boxers.** There will be segregated areas inside the arena. Clubs and boxers will be required to leave all their associated equipment within their respective areas.
- b. **Changing Rooms.** All Boxers must use the male and female changing rooms allocated and provided. No changing is allowed in the preparation area. Changing rooms are not dedicated to clubs and are for use of all individuals. Females must not be in Males Changing areas and vice versa.

28. **Event Kit.** Event kit will be provided by individuals and will be in line with IBA boxing rules and regulations. Club kits can be worn by individual boxers. Scotland National team kit must not be worn by any boxer or coach.

- a. **Gloves, Head Guards.** Boxing Scotland will supply ALL gloves and headguards for the competition. The equipment will be strictly controlled and cleaned before and after use. Boxers may NOT use their own gloves/headguards for this competition.

SECURITY

29. **Venue Security.** Boxing Scotland retain primacy for all security matters and will employ AMBERSTONE to co-ordinate all pre-event security as appropriate, the security company will be responsible for door and facility security.

30. **Access Control – Ravenscraig Region Sports Facility.** All access to event will be at the entrance to the arena within Ravenscraig. Security will be present.

31. In the unlikely event of emergency, the building will be evacuated via the closest possible safe route and everyone in attendance will be accounted for accordingly.

TIMINGS

32. **Outline Timings.** All participants are to adhere to the following timings.

Competition Sequence of Events;

Ser	Event	Date and Time	Location	Remarks
1	Draw	Mar 13th	HPC	Complete
2	Boxing venue laid out for competition	Mar 15th	Ravenscraig	
3	FOP set up complete	Mar 15th	Ravenscraig	
4	Officials Room set up	Mar 15th	Classroom	
5	Officials' tables set up at ringside and weigh in	Mar 15th	Ravenscraig	
6	Nominated Officials arrive to conduct weigh-in	0745 (Each day of competition)	Classroom	
7	Pre bout Medicals	0800 - 1000	Classroom	
8	Weigh-in	0800 - 1000	Classroom	
9	Coach Band allocation	0830-1000	Boxing Entrance	
10	Remaining Officials arrive	1000		
11	Official's brief will start – Supervisors - Official's Brief and Rules refresh	1030	Ringside	Supervisor
12	Boxing to commence	1100		
13	1st bout starts Ring 1,2	1100	Ring 1,2	
14	Event Clean Up Complete	1530		

SEQUENCE OF EVENTS

33. The running orders will be published in advance of the event; however these may change at short notice due to withdrawals.

34. The event is a Championships event and Boxing Scotland will be posting the bout running after each day's session.

35. The medical staff and officials will be in attendance to allow the scales and medicals to be Open from 0800 until 1000 each day of the competition. Boxing will then commence at 1100 each day.

MEDIA

36. **Media Co-ordination.** Co-ordination of all media enquiries will be conducted by Boxing Scotland.

The dates of 16th/17th and 23rd/24th March 2024 will all be streamed live on the Boxing Scotland Official YouTube channel.

37. **Photographer.** Boxing Scotland will provide a photographer throughout the event.

ADMINISTRATION

38. **Changing Facilities.** Changing facilities are available at Ravenscraig from 0750hrs each day of the competition.
39. **Transport.** Travel at Boxing Scotland expense for officials is granted in accordance with the normal process with submission of a Boxing Scotland expense form.
40. **Parking.** Car parking is available for coaches and competitors in the surrounding Car Park, at Ravenscraig Regional Sports Facility free of charge.
41. **Refreshments – Officials.** Tea and coffee facilities will in the classroom on arrival and within the FOP for the use of Official's.
- a. **Boxers and Coaches.** It is advised that all coaches and boxers bring their own food. Alternatively, there are ample amenities close to the Ravenscraig and an onsite Café.

SET UP

42. **Facility Layout.** Ravenscraig's layout will be strictly controlled by the Boxing Scotland Security Staff and their instructions must be followed at all times. The rings will be set up for 5-3 judges in accordance with the IBA Rulebook Handbook dated Sept 22.
43. **Sanitizer and Rubbish Bins.** Sanitising Stations will be situated around the facility for use. Boxers and clubs are also advised to ensure they have their own; in order to ensure that the premises remain clean of rubbish throughout. Rubbish bins have been placed throughout the venue. All personnel involved in the day's events are to use the bins provided.
44. **Multimedia and Sound.** An external contractor – Mr Craig Stephen - has been instructed to provide a bespoke sound and PA system to be used by the Master of Ceremonies covering the development Championships.
45. **Fire.** Ravenscraig Sports Facility has a fire safety personal capacity of 2000. The MC will deliver a fire safety brief to all attendees prior to the commencement of boxing.
46. **Post event Administration.** The Ravenscraig will be cleaned up by Boxing Scotland immediately after each day of Boxing.

FACILITY

47. The Venue address is: Ravenscraig Regional Sports Facilities, Motherwell, ML1 2TZ
Boxer Weigh in Times are: 0800 – 1000 – Boxing will commence at 1100.
48. Entry fees;
Spectator Charges 1 Day Adult £20 - 2 Day £35
Children U16 1 Day £10 - 2 Day £15

*Two-day ticket is only valid for over the course of the same weekend (ie 16th/17th March).

Please note, Boxing Scotland affiliated coaches/officials who are not actively in the competition will need to pay spectator fees in order to be granted access to the facility. Coaches/Officials who are working at the competition will not.

49. The Facilities on the Ravenscraig site; Ravenscraig has a small Café' on-site, selling tea, coffee and limited hot food.

- a. Cash Machine: There **is no cash machine** on the premises. Entry will be via Cash and card payments.
- b. Car Parking: There is a large car park at the side of the building at no cost.
- c. Toilet Facilities. Toilet facilities will be in operation. Please respect these areas.
- d. Sanitizer and Bins. There will be hand sanitising stations through the facility. There are also large black rubbish bins placed throughout the facility. Please ensure all rubbish is placed in the bins provided.
- e. Medical contaminated waste. Will be place in both neutral corners for use by officials and coaches at the event.

FINANCE

50. **Funding and Cost Capture.** Boxing Scotland is to capture all costs associated with the event and to record accordingly.

MISCELLANEOUS

51. **Prize Giving.** All trophies will be purchased and provided by Boxing Scotland. Prizes will be presented between bouts and suitable candidates will be informed during the event. All champions will also be gifted with a pair of Boxing Scotland branded Golden Gloves.

52. BSL reserve the right to bring the Championships to a premature end because of medical emergencies or any health and safety concerns.

SUMMARY

53. The 2023-24 Boxing Scotland Youth & Elite Golden Gloves Championships received a fantastic 178 entries this season, an increase on the 168 entries we received last season. This will be sure to be an exciting competition as we build up to our showcase event of the year, the Elite Golden Gloves Finals on Saturday 13th April, where all our Elite winners will be decided. All Youth champions will be determined over the opening two weekends, and they will each be gifted a pair of Boxing Scotland branded Golden Gloves, in addition to a Gold medal.

Please could all action addressees read through their responsibilities and contact the undersigned to confirm any issues, problems or concerns.

[Original signed]

B Holme
Boxing Scotland Communications Manager
For Interim COO Boxing Scotland

Distribution:

Internal:

Interim COO BSL
Events Manager
Director of Boxing BSL
Regional Development Officers BSL
All BSL Coaches
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Action:

Mr Craig Stephen,
All Officials'
Club Coaches
Facility Management Ravenscraig