



How your clubs can keep track of their members':

- FA CRB checks
- Safeguarding Children training



In August this year, a new service will be available through the "Membership" services pillar on the new County FA websites or through the "Safeguarding Children" channel on www.TheFA.com/footballsafes, where affiliated clubs can access information showing the CRB and Safeguarding Children training status of their members.

The FA will send directly to each Club Secretary by post their FAN/NPD number and password which will give them access to this information. Secure access will be cross-checked with CAS to ensure only the current club secretary has access.

When logging on, the user will be agreeing to the terms and conditions for using the site which means they will agree with The FA IT policy on handling sensitive information - albeit that this is a "read only" page. The terms are available through the front page of the system.

Once in the system, the club secretary will see a list of names showing CRB records either "in progress" or "accepted". At this stage, it will not show those that have been referred to Case Management or those who are suspended. There will be instructions for users on who to contact for missing names etc. It will also indicate whether someone has completed the Safeguarding Children training.

Also on the pages will be the forms for notifying the FA of new members or for removing a record of someone not connected to the club. These again will be processed on submission by The FA and importantly clubs will not be able to change CAS data.

In Phase 2 of this project, there will be the facility for a club secretary to nominate a second person, "Club Welfare Officer", for access to the site. This will allow the Counties to know who the CWO is in every club with youth teams.

This facility has been trialled by a number of clubs with varying numbers of teams. The trial users have expressed their appreciation that this service is now available for them to track their members' CRB and Safeguarding Children training status.

A set of FAQ's are available for Counties to be able to refer to and to give some guidance so that their staff can handle any queries from clubs.

We are sure you will see this as a step in the right direction as we move this very important project further for the benefit of everyone, especially children, involved in the game.

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