



GRASSROOTS TECH TEAM

 @FAGRTech

FA Technology For Safeguarding

For Club Welfare Officers

7pm Start – There will be no sound until kick off



Using MS Teams for Online Calls

- Due to the significant number of callers this has been created on MS Teams as a Live Event
- If you have a question, please use the Q&A
- Struggling to see the screen? Use full screen mode by clicking the opposing arrows
- This is new to many people, so we thank you for your patience
- The session recording will be available after the call ends via the meeting link.

This evening we'll look at....

- Using technology to keep children safe
- Safeguarding Tab
- Adding/ Removing Officials
- DBS through WGS
- Linking Parent/ Carer



Presenters

Ash Slaughter
Digital
Adoption Team

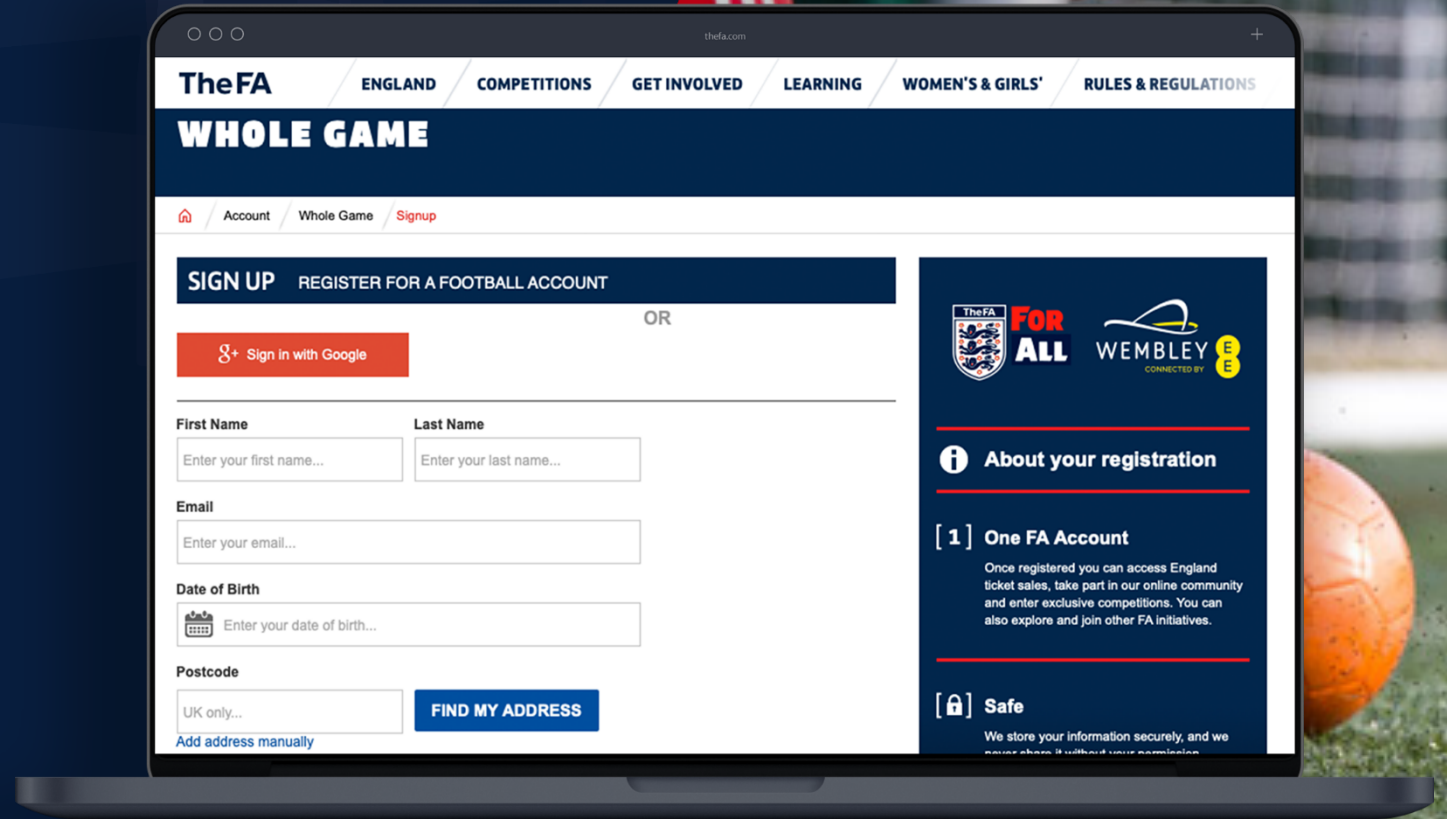
Sam Yates
Digital
Adoption Team

Q&A

Elizabeth Hubbard
Safeguarding
Manager (Education)

TheFA

WHOLE GAME



thefa.com


TheFA ENGLAND COMPETITIONS GET INVOLVED LEARNING WOMEN'S & GIRLS' RULES & REGULATIONS

WHOLE GAME

Account Whole Game Signup

SIGN UP REGISTER FOR A FOOTBALL ACCOUNT


OR

 Sign in with Google

First Name
Enter your first name...



Last Name
Enter your last name...

Email
Enter your email...

Date of Birth
 Enter your date of birth...

Postcode
UK only... [Add address manually](#)

FIND MY ADDRESS

About your registration

[1] One FA Account
Once registered you can access England ticket sales, take part in our online community and enter exclusive competitions. You can also explore and join other FA initiatives.

[] Safe
We store your information securely, and we never share it without your permission.

WGS – Your monitoring tool

- Whole Game System is one of the most useful tools in your toolbox
- Here you can monitor and manage coach qualifications and DBS in one place

Effective monitoring & management of key safeguards (education and DBS) helps keep children safe!

Keeping your data clean

- Adding/removing Club Officials

- **Team Officials Tab:**

Search or create new individuals

Remove individuals no longer part of your club

Keeping your data clean is vital to ensure you know who is in your club, the roles they hold, and their qualifications & DBS are in date. Having people on your club record who have left may lead to delayed or inappropriate enquiries if a concern is raised .

The screenshot shows a web application interface for managing club officials. At the top, there's a modal window titled 'Add Club Official' with three tabs: 'Search by FAN', 'Search by Details', and 'Create New Contact'. The 'Search by FAN' tab is active, showing input fields for 'FAN *' (with a placeholder 'Enter FAN...') and 'Date of Birth *' (with a placeholder 'Select date of birth...' and a calendar icon). A 'Search' button is at the bottom right of the form, and 'OK' and 'Cancel' buttons are at the bottom right of the modal.

Below the modal, there's a table of club officials. The first row shows 'Ash Slaughter' with FAN 97871, role 'Welfare Officer (Youth Teams)', email 'ashslaughter@hotmail.com', phone '07958625977', and start date '26/04/2018'. A red 'x' icon is in the last column. Below this table, it says 'Showing 1 to 5 of 5 entries'.

Below the table, there's a section titled 'Other Officials'. It has a 'Role' dropdown menu set to 'Any', a search bar, and a table with columns: Name, FAN, Role, Email, Phone, Start, and an edit icon. The table contains three rows of data:

Name	FAN	Role	Email	Phone	Start	
Joe Morrissey	55502068	General manager	joemorrissey@gmail.com	07901557016	06/04/2020	
Thomas McConnell	110128	Parent/Helper	danny.mcconnell@thefa.com	07932626716	10/03/2019	
James Kendall	65442054	Player Registration	james.kendall@thefa.com	-	02/10/2019	

On the left side of the application, there's a sidebar with icons for 'Matches', 'Club Officials', 'Team Officials', 'Teams', and 'Grounds'. On the right side, there's a vertical red button labeled 'NEED HELP?'.

WGS Safeguarding tab

- Monitor your coaches qualifications
- Use filters to easily identify who need action
- Search your club coaches
- Export your data

The screenshot displays the FA Safeguarding interface. At the top, there are navigation tabs for 'Club Safeguarding' and 'DBS Applications'. Below these, a search bar contains the name 'samuel'. A sidebar on the left lists various navigation options: Dashboard, Safeguarding, Player Registration, Email Capture, Discipline, Matches, Club Officials, and Team Officials. The main content area shows the profile of Samuel Yates (27), with a unique identifier #55683455. Below the name, there are status indicators for DBS (11/05/2017), SG (18/10/2017), EA (30/04/2018), WOW (No WOW), and SAM (No SAM). A list of roles is provided: FA Demonstration Club - CLUB-Player Registration Officer, FA Demonstration Club - CLUB-Secretary (assistant), FA Demonstration Club U7 Red - TEAM-Manager, FA Demonstration Club First - TEAM-Coach, and FA Demonstration Club Womens - TEAM-Manager. A 'NEED HELP?' button is visible on the right side of the interface.

Demonstration

Parent / Carer Linking

Access parent/ carer details via the Player Registration tab

Linking a parent/carers ensures no data is held on the child's account and provides you with central place to access the details of the parent/carers should you need to contact them.

Using the 'Email Capture' functionality allows the parent/carers to create their own account giving them access to all the information held on their child.

Club Portal		Players			
FA Demonstration Club		Email Required (19)			
Players		<input type="text" value="Type Name or FAN ID"/> Show Filters			
Player name	Age	Linked Email Address		Parent Linked	
<div>PA</div> <div>Patrick Avenger</div> <div>66080396</div>	20/01/1996 (24) Male	<div>+</div> Add Player Email		N/A	
<div>AB</div> <div>Aaron Bannister</div> <div>1304489</div>	14/03/1990 (30) Male	<div>+</div> Add Player Email		N/A	



For Coaches – My Account

Demonstration

Coaches can track and monitor their own qualifications through their “My Account” tab.

They will get notified of anything due to expire via their email

[CHANGE PASSWORD](#) **SAFEGUARDING** [LEARNING](#) [PREFERENCES](#)

 DBS Details 

Status:


Accepted

Award Date:

11 May 2017

Expiry Date:

11 May 2021

 Safeguarding

Safeguarding For All

Award Date:

Not Completed

Safeguarding Training

Award Date:

18 October 2017

Expiry Date:

18 October 2020 Expiring soon

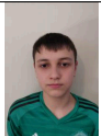






Welfare Officer Workshop

Award Date:

Not Completed

Squad List

- Can be generated by a Club Official in the 'Teams' tab or by the Manager in their 'My Clubs & Teams' tab
- Child emergency contact details are on the back page
- Coaching staff photos can also be shown, some leagues who are more proactive may use this to ensure that those who are specified to be on the sideline, are on the sideline.

Gillibrand Warriors U15				
Team Officials & Players Details (printed 17/08/2020)				
				
Lucas Cheyne (Age: 14) Date Reg'd: 19/07/2020	Charlie Dyson (Age: 14) Date Reg'd: 19/07/2020	Billy Eckersley (Age: 13) Date Reg'd: 19/07/2020	Reece Graham (Age: 14) Date Reg'd: 19/07/2020	Leo Harrison (Age: 13) Date Reg'd: 19/07/2020
				
Samuel Heyes (Age: 14) Date Reg'd: 23/07/2020	Joshua Ingram (Age: 14) Date Reg'd: 19/07/2020	Dylan McCarthy (Age: 14) Date Reg'd: 19/07/2020	Harley Morgan (Age: 14) Date Reg'd: 19/07/2020	Charlie Murtha (Age: 14) Date Reg'd: 19/07/2020
				
Patrick Roscoe (Age: 14) Date Reg'd: 19/07/2020	Charlie Trundle (Age: 14) Date Reg'd: 19/07/2020	Alfie Whittle (Age: 14) Date Reg'd: 19/07/2020	Liam Young (Age: 14) Date Reg'd: 19/07/2020	
				
Leigh Jeffrey (Manager)	Anthony Dyson (Assistant Manager)			

VAR review



Starting a DBS within WGS



Why start your DBS application through WGS?


Saves time! As the DBS application will be stamped with the FAN of the applicant, there's an automated awarding process if application is complete & clear


Less likely to create duplicate FANs meaning no issues logging in and less time merging accounts


Gives the Applicant, Club and County FA greater visibility of the applications progress in one place


Club Safeguarding page – tab for DBS Applications


Tab appears when CFA opens DBS in WGS



Dashboard


Completed
Club
Safeguarding
Commitment


Details


In Progress
Affiliation
2016 - 2017


In Progress
Affiliation
2017 - 2018


Safeguarding

Club Safeguarding

CRC Applications

Need help?

Filter by name, FAN

--Club Roles--

CRC Status

Safeguarding Status


EA Status

WOW Status

SCM Status

clear filters

Export to Pdf

**Abbas, Syed (28)** #58507972

CRC - No CRC


SG - No SG

EA - 01/12/2012

WOW - No WOW

SCM - No SCM

FA Demonstration Club - CLUB-Secretary
FA Demonstration Club - CLUB-Secretary

**Abbas, Syed (51)** #110128

CRC - 20/04/2005

SG - 29/09/2010

EA - 06/01/2009


WOW - 22/07/2010


SCM - No SCM


FA Demonstration Club - CLUB-Treasurer
FA Demonstration Club - CLUB-Welfare Officer
FA Demonstration Club - CLUB-Player Registration Officer
FA Demonstration Club - Pro-Club-Club Doctor
FA Demonstration Club - CLUB-Secretary


Club Safeguarding page – GB Group PIN


One off process – club stores PIN (then locked)


Dashboard


Completed
Club
Safeguarding
Commitment


Details


In Progress
Affiliation
2016 - 2017


In Progress

Club Safeguarding

CRC Applications


GB Group Organization PIN:


Update


Everyone working in an eligible role, directly working with children and young people – including managers and coaches – Must have an in-date, FA Accepted, Criminal Record Check (CRC) before they work or volunteer within football. FA CRCs are classed as being in-date for 3 years from the date of issue and at that point must be renewed. For more information on Criminal Records Checks in football please [click here](#).


Club Safeguarding page – tab for DBS Applications


Once entered, the GB Group Organisation PIN field is locked in Portal


Dashboard


Completed
Club
Safeguarding
Commitment


Details


In Progress
Affiliation
2016 - 2017


In Progress
Affiliation
2017 - 2018

Club Safeguarding

CRC Applications

GB Group Organization PIN:


Everyone working in an eligible role, directly working with children and young people – including managers and coaches – Must have an in-date, FA Accepted, Criminal Record Check (CRC) before they work or volunteer within football. FA CRCs are classed as being in-date for 3 years from the date of issue and at that point must be renewed. For more information on Criminal Records Checks in football please [click here](#).

Q Add New Official




Club Safeguarding page – Add New Official

Clicking on the Add New Official expands to allow a club to search for an individual




Completed

Club Safeguarding Commitment




Details

In Progress




Affiliation 2016 - 2017


In Progress



Affiliation 2017 - 2018



Safeguarding



Player Registration

GB Group Organization PIN:

Everyone working in an eligible role, directly working with children and young people – including managers and coaches – Must have an in-date, FA Accepted, Criminal Record Check (CRC) before they work or volunteer within football. FA CRCs are classed as being in-date for 3 years from the date of issue and at that point must be renewed. For more information on Criminal Records Checks in football please [click here](#).


FULL NAME / FAN

DATE OF BIRTH

Postcode

Cancel

Search



Club Safeguarding page – Search for Individual

Search returns individual (or more options to search) – same functionality as Player Registration

FULL NAME / FAN


DATE OF BIRTH

Danny McConnell

11/03/1966

Postcode

Q Search



Danny Mcconnell (51)

Current Clubs:

FA Demonstration Club

UCL Academicals

Previous Clubs:

+ Add Official

Club Safeguarding page – Search for Individual

Add Official creates the role of Club-DBS applicant. Club may have multiple people with this role.

 Add New Official

 Filter by name, FAN, status, club or CFA name

McConnell, Danny (51)	#110128	Not started
-----------------------	---------	-------------

Individual – Login to Portal and has My DBS page

Page appears for Club-DBS Applicant, Club-Welfare Officer and all team officials requiring CRC

The screenshot shows the FA DBS portal interface. The top navigation bar includes the 'All Home' link (highlighted with a red box) and three user roles: Club Chairman (FA Demonstration Club), Club Player Registration Officer (Diagon Wanderers FC), and Club Player Registration Officer (Denbigh Town). The left sidebar contains various menu items: Dashboard, My Account, Invoices, Safeguarding Visits, Completed Equality & Diversity Completed, My Clubs and Teams, and My CRC (highlighted with a red box). The main content area displays a 'Notifications' section with a list of messages and their unread counts.

Date	Unread messages
18 July 2017	2
You have 2 standard notifications	
12 July 2017	1
07 July 2017	1
05 July 2017	1
03 July 2017	3
02 July 2017	1
30 June 2017	1

More notifications

Individual – My DBS

Renewal is only allowed within six months of DBS expiry

My CRC

Everyone working in an eligible role, directly working with children and young people – including managers and coaches – Must have an in-date, FA Accepted, Criminal Record Check (CRC) before they work or volunteer within football. FA CRCs are classed as being in-date for 3 years from the date of issue and at that point must be renewed. For more information on Criminal Records Checks in football please [click here](#).

CRC Award Date : 20/04/2015

CRC Status : Accepted

CRC Expiry Date : 20/04/2018

CRC Renewal

Your CRC is not yet due for renewal, but you may start a renewal on 20/10/2017

Individual – My DBS (initiation)

Individual may be associated to more than one club. To start a DBS check, individual clicks Select

My CRC

Everyone working in an eligible role, directly working with children and young people – including managers and coaches – Must have an in-date, FA Accepted, Criminal Record Check (CRC) before they work or volunteer within football. FA CRCs are classed as being in-date for 3 years from the date of issue and at that point must be renewed. For more information on Criminal Records Checks in football please [click here](#).

CRC Award Date : 20/04/2014

CRC Status : Accepted

CRC Expiry Date : 20/04/2017

CRC Renewal

You may now start a new CRC check – please select the account you wish to use

FA Demonstration Club

Select

Individual – My DBS - Initiation

Initiation sends message to GB Group, including Club PIN, individual FAN, name, date of birth and email address. DBS Renewal is shown as “Application Started”

Your details have been passed to Online Disclosures to initiate your CRC Check. You should receive an automated email from them shortly with details for progressing with your CRC check.

My CRC

Everyone working in an eligible role, directly working with children and young people – including managers and coaches – Must have an in-date, FA Accepted, Criminal Record Check (CRC) before they work or volunteer within football. FA CRCs are classed as being in-date for 3 years from the date of issue and at that point must be renewed. For more information on Criminal Records Checks in football please [click here](#).

CRC Award Date : 20/04/2014

CRC Status : Accepted


CRC Expiry Date : 20/04/2017


CRC Renewal


You have a CRC check in progress at present – Application Started


Club Safeguarding page – Visibility of Individual


Club can also see that the individual has started the DBS process in WGS



Dashboard



Completed
Club Safeguarding Commitment


Details


In Progress
Affiliation 2016 - 2017


In Progress
Affiliation 2017 - 2018


Safeguarding



Club Safeguarding


CRC Applications

GB Group Organization PIN:

102122

Everyone working in an eligible role, directly working with children and young people – including managers and coaches – Must have an in-date, FA Accepted, Criminal Record Check (CRC) before they work or volunteer within football. FA CRCs are classed as being in-date for 3 years from the date of issue and at that point must be renewed. For more information on Criminal Records Checks in football please [click here](#).

[Add New Official](#)

 Filter by name, FAN, status, club or CFA name

McConnell, Danny (51) #110128

FA Demonstration Club / Huntingdonshire FA

Application Started

DBS Check – GB Group Process

DBS Check now follows the usual process in GB Group

- Automated email sent to CRC Applicant
- DBS applicant logs into GB Group
- DBS applicant provides details
- DBS applicant submits DBS for verification
- Club verifier logs into GB Group and provides verification
- GB Group submit DBS check to DBS
- Changes in application status are reflected in WGS.

DBS In Progress – Status changes in Portal

Club Safeguarding

CRC Applications

GB Group Organization PIN:

102122

Everyone working in an eligible role, directly working with children and young people – including managers and coaches – Must have an in-date, FA Accepted, Criminal Record Check (CRC) before they work or volunteer within football. FA CRCs are classed as being in-date for 3 years from the date of issue and at that point must be renewed. For more information on Criminal Records Checks in football please [click here](#).

🔍 Add New Official

🔍

Filter by name, FAN, status, club or CFA name

McConnell, Danny (51) #110128

ID Verification Required

FA Demonstration Club / Huntingdonshire FA

DBS Check – CRC Award/Update

Disclosure Complete – Clear – DBS is automatically awarded
Status continues to be shown in Portal for 30 days
All other results still managed by GB Group

My CRC

Everyone working in an eligible role, directly working with children and young people – including managers and coaches – Must have an in-date, FA Accepted, Criminal Record Check (CRC) before they work or volunteer within football. FA CRCs are classed as being in-date for 3 years from the date of issue and at that point must be renewed. For more information on Criminal Records Checks in football please [click here](#).

CRC Award Date : 27/07/2017

CRC Status : Accepted

CRC Expiry Date : 27/07/2020

CRC Renewal

You have a CRC check in progress at present – Complete Accepted

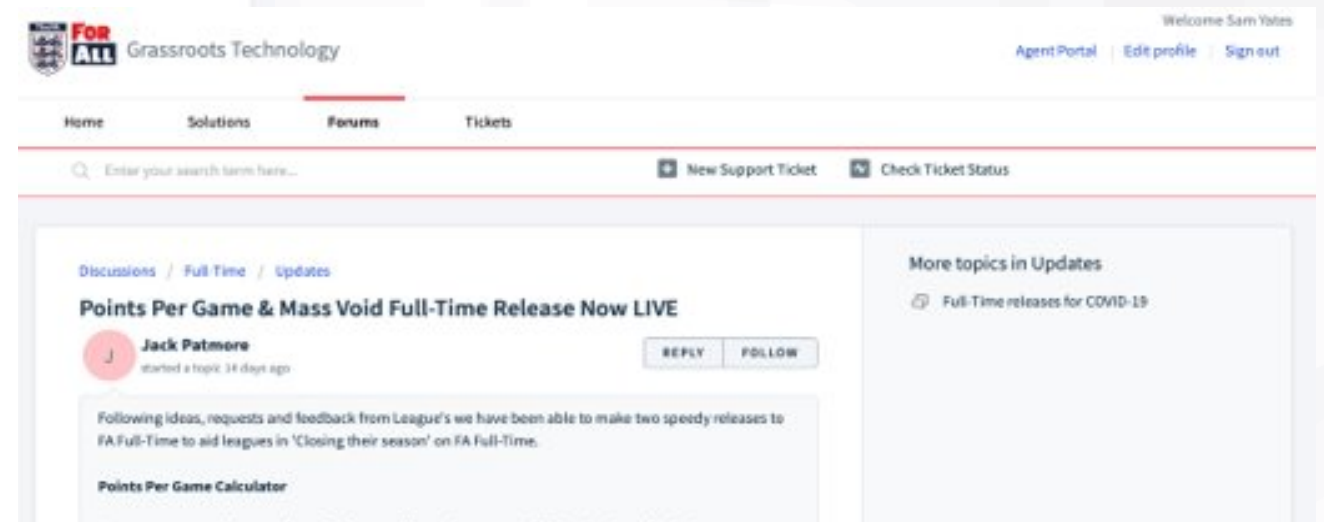
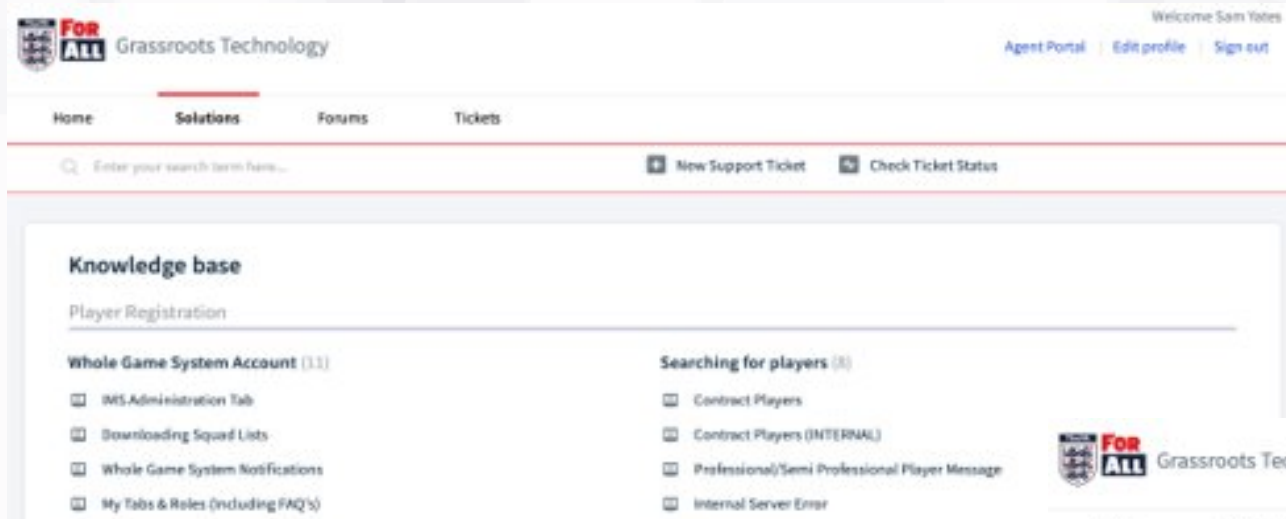
FAQs

- I'm struggling to log in as it says I've two or more accounts?
- The qualification isn't showing on their FAN?
- Can I download all the players names with their parent/carers details?
- My applicant hasn't received the email to complete their DBS?
- I've entered my club PIN wrong, how can I change it?

VAR review



Want to be in the know?



<https://grassrootstechnology.thefa.com>

Remember...

We are modernising our technology to
greater serve the game

GrassrootsTechnology@TheFA.com

 **@FAGRTech**



Thank you

