

OPEN-AGE/ADULT FOOTBALL AFFILIATION REQUIREMENTS FOR SEASON 2024-25

What you need to know and what
Clubs ***MUST*** do



Club Welfare Officer

Minimum requirements for 2024-25

All Open Age clubs MUST have a nominated Welfare Officer

All Welfare Officers MUST have completed the online Player Welfare in Open Age Football Course

All Welfare Officers MUST have FA DBS where 16 & 17 year old's are registered



How to meet the CWO Requirements

- **Club Secretary to Add Welfare Officer nominee to Club record on Portal.**

Note: This could be the Club Welfare Officer of your junior section if you are connected with a junior club.

- **Nominated Welfare Officer to complete the free online Player Welfare in Open Age Football Course:**

<https://learn.EnglandFootball.com/courses/safeguarding/player-welfare-in-open-age-football>

- **If 16/17 year old's are in team, nominated Welfare Officer to contact Durham County FA for DBS Guidance document to complete DBS Application process** **Email safeguarding@durhamfa.com**

Note: as appropriate, CWO in junior section can complete the DBS process with the nominee



Following On....

1. **Club Secretary to check Welfare Officer nomination is showing on Club account in Club Portal**
 2. **Club Secretary to check FA DBS details are showing on Welfare Officer FAN – date of issue (within 3 years) and showing as ‘accepted’ (Note: DBS requirement only applies where 16/17 year olds are registered)**
 3. **Club Secretary to check Player Welfare in Open-Age Football Course date is showing on Welfare Officer FAN**
 4. **Welfare Officer to link to First Advantage Online Disclosures to Register to become a DBS verifier for the Club and thereby be able to take Club volunteers through the DBS process**
- Email: fachecks@onlinedisclosures.co.uk**



Coaches, Managers, First Aiders, Physio's and Assistants

- **All Coaches, Managers, First Aiders, Physio's & any Assistants MUST complete the Player Welfare in Open Age Football Course which is FREE.**
- **Course takes around 45minutes -**
<https://learn.EnglandFootball.com/courses/safeguarding/player-welfare-in-open-age-football>
- **FA DBS check is required for ALL Coaches, Managers, First Aiders, Physio's & Assistants whose team has 16 & 17 year olds. Obtain FA DBS in the same way as CWO.**



General requirements – also ‘must do’s’

Club to Adopt and keep a copy of a Safeguarding Policy - template 1.4B

<https://www.thefa.com/football-rules-governance/safeguarding/section-1-footballs-safeguarding-framework>

Club Secretary to provide 16 and 17 year old players with safeguarding information at point of registration - ‘Know Your Rights in Football’ 7.1

<https://www.thefa.com/football-rules-governance/safeguarding/section-7-children-and-young-people-under-18s>

Club Secretary and Welfare Officer to ensure any person working with 16-17 year old’s has a FA DBS on their FAN BEFORE being allowed to do so e.g. coach, manager, first-aider, physio & any assistants.

If unsure about role eligibility please email safeguarding@durhamfa.com

