

Referee Course Guide for Under 18s



Linking a Parent & Child Account

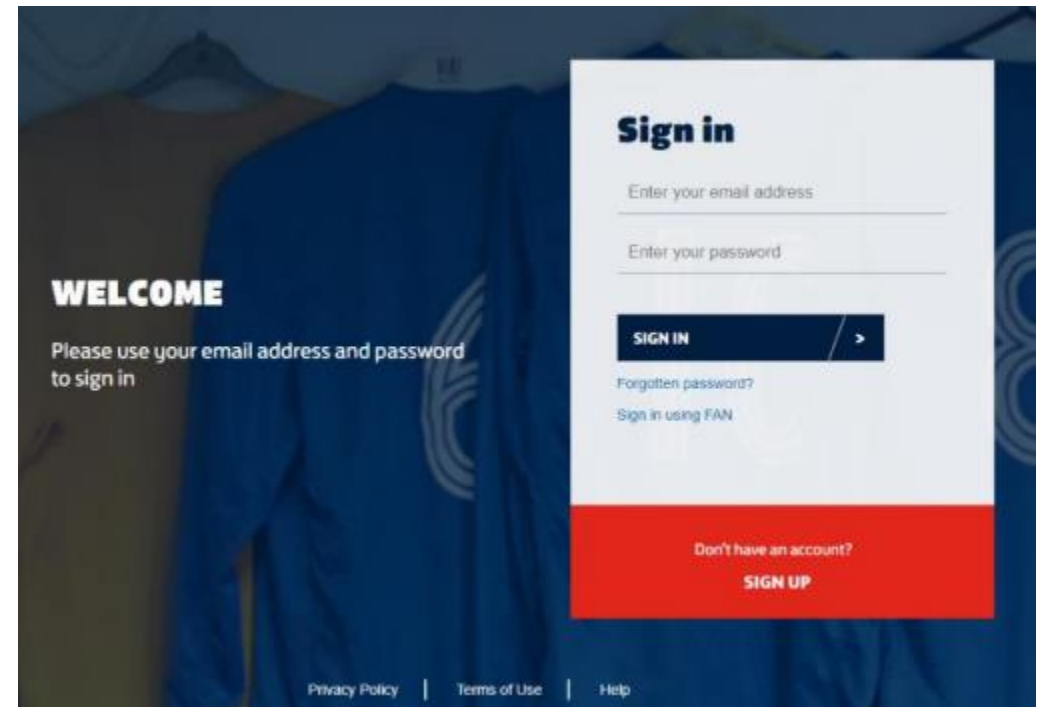
- Anyone under the age of 18 will require to have their account linked to a parent/guardian
- The parent/guardian will need to access their FA Account by logging into myaccount.thefa.com
- This will ask for your email address and password

Many people have an FA Account and FA number (also known as a FAN Number)

Firstly, please check whether you already have an account linked with your email address.

*To do this, please visit myaccount.thefa.com and click on **forgotten password** and enter your email address*

*If you don't have an account, click on **SIGN UP***

A screenshot of the FA account login page. The background is a dark blue image of a football jersey. On the left, the word "WELCOME" is displayed in white, followed by the text "Please use your email address and password to sign in". On the right, there is a white "Sign in" box. Inside this box, there are two input fields: "Enter your email address" and "Enter your password". Below these fields is a dark blue "SIGN IN" button with a white right-pointing arrow. Under the button, there are two links: "Forgotten password?" and "Sign in using FAN". At the bottom of the white box, there is a red section with the text "Don't have an account?" and a white "SIGN UP" button. At the very bottom of the page, there are three links: "Privacy Policy", "Terms of Use", and "Help", separated by vertical bars.

Adding a child to your Account

- *Once you have logged in, you will need to add your child to your account by clicking on **ADD AN INDIVIDUAL***
- *Enter the details of your child (Please ensure you use their full name i.e. Robert, not Rob)*

You may already see your child's account linked to your own

*If you do, please ensure your child has their **OWN** email address on their account*

The screenshot shows a user profile page with a red header and a blue footer. The profile section includes a circular avatar placeholder with a pencil icon, a name field (redacted), a FAN field (redacted), a Date of birth field (redacted), and a Caps field (0 Active, 0 Total). A 'VIEW CAPS TABLE' link is visible. Below the profile section, there is a section titled 'Individuals (Linked to this account)' with a person icon and the text 'There are currently no individuals linked to this account'. At the bottom right, there is a blue button labeled '+ ADD AN INDIVIDUAL'.

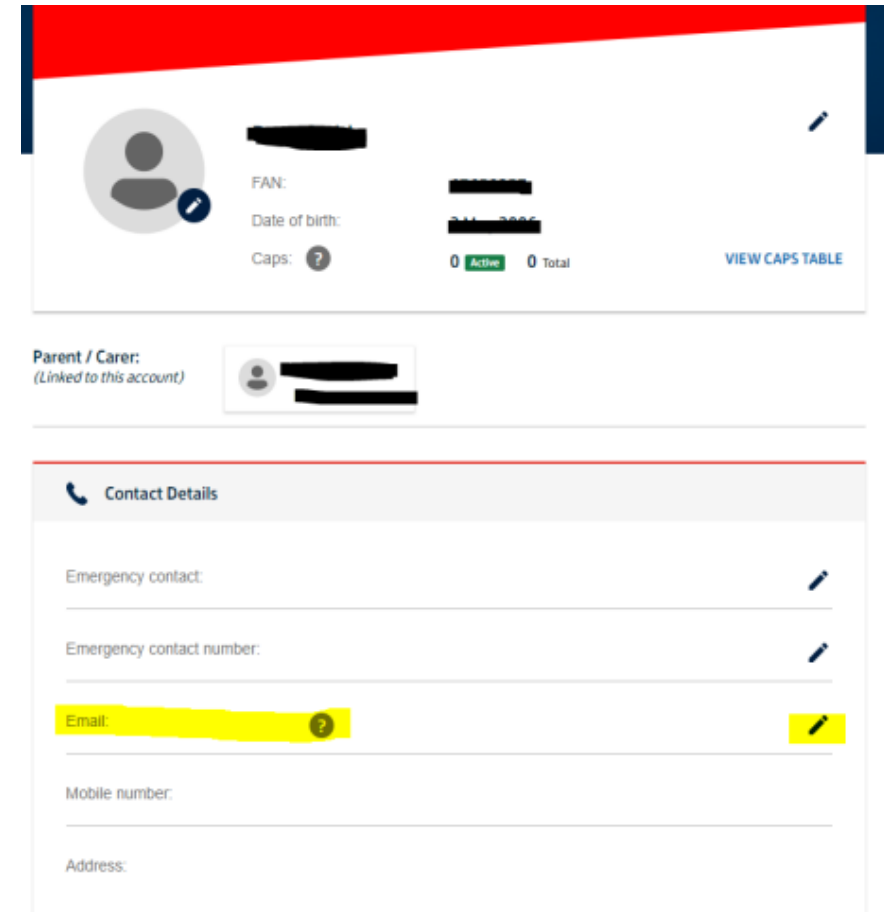
Ensure your child has an email address

- *Once you've added your child to your account, you can click on their name and edit further details such as telephone number, email address etc*
- *Please ensure you add an email address for your child. This must be their **OWN** email address*

Even though a parent can see their child account details, you are still logged in on the parent account

*You will need to **log out** of your own account so that your child can log in with their own details*

Please do not access online learning via the parent's email address and password.



The screenshot shows a user interface for managing a child's account. At the top, there is a red header bar. Below it, a profile card displays a grey circular avatar with a blue edit icon. To the right of the avatar, the text 'FAN:' is followed by a redacted name. Below this, 'Date of birth:' is followed by a redacted date. Further down, 'Caps:' is followed by a question mark icon. To the right of these fields, there are two status indicators: '0 Active' and '0 Total'. A blue link 'VIEW CAPS TABLE' is located at the bottom right of the profile card. Below the profile card, a section labeled 'Parent / Carer: (Linked to this account)' shows a redacted name and a redacted email address. Below this, a 'Contact Details' section is visible, containing fields for 'Emergency contact:', 'Emergency contact number:', 'Email:', 'Mobile number:', and 'Address:'. The 'Email:' field is highlighted in yellow and has a question mark icon next to it. Each field has a blue edit icon to its right.

Accessing the Online Laws of the Game

- *The child will now need to access the online learning*
- *To access the Online Laws of the Game, [click here](#)*
- *This will ask for your email and password*
- *If this is your first time logging in, you will need to click **forgotten password** and enter your email address.*

It is useful to save your FAN number and password in a safe place as you will need to access this on a regular basis when becoming a referee.

WELCOME

Please use your email address and password to sign in

Sign in

Enter your email address

Enter your password

SIGN IN >

Forgotten password?

Sign in using FAN

Don't have an account?

SIGN UP

Privacy Policy | Terms of Use | Help

Completing Online Laws of the Game

- *Once you have logged into the course, please follow the instructions on the page*
- *Ensure that you complete the 'Online Survey' at the end of the course*

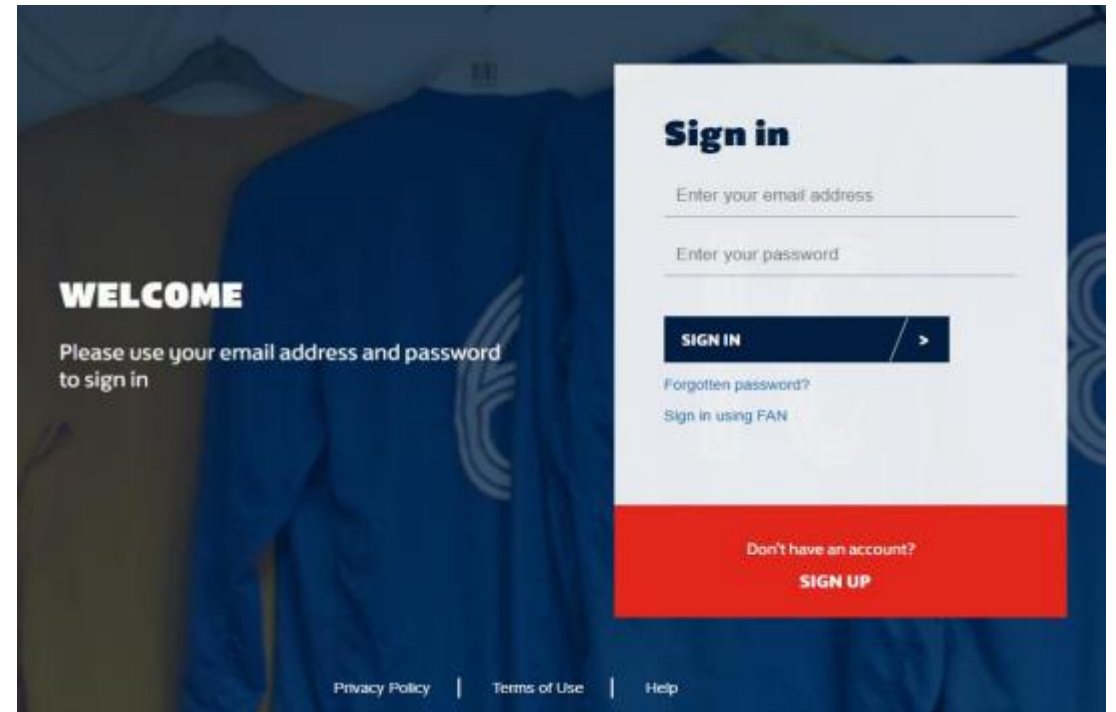


Accessing Safeguarding

- *Now that you have your FAN number, email address and password you can log on to the relevant Safeguarding Course.*

Learners who are 14/15 years old – Complete the free 1 hour [Safeguarding For All](#) (Valid for two years)

All other learners who are 16+ - Complete the Online [Safeguarding Children Course](#) (£30) (Valid for two years with continual free recertification)

A screenshot of a web application's login interface. The background is a dark blue image of a t-shirt with a white circular logo. On the left, the word 'WELCOME' is in bold white text, followed by the instruction 'Please use your email address and password to sign in'. On the right, a white 'Sign in' form is overlaid. The form has two input fields: 'Enter your email address' and 'Enter your password'. Below these is a dark blue 'SIGN IN' button with a white right-pointing arrow. Under the button are two links: 'Forgotten password?' and 'Sign in using FAN'. At the bottom of the form is a red section with the text 'Don't have an account?' and a white 'SIGN UP' button. At the very bottom of the page, there are three links: 'Privacy Policy', 'Terms of Use', and 'Help', separated by vertical bars.

Booking onto the Referee Course

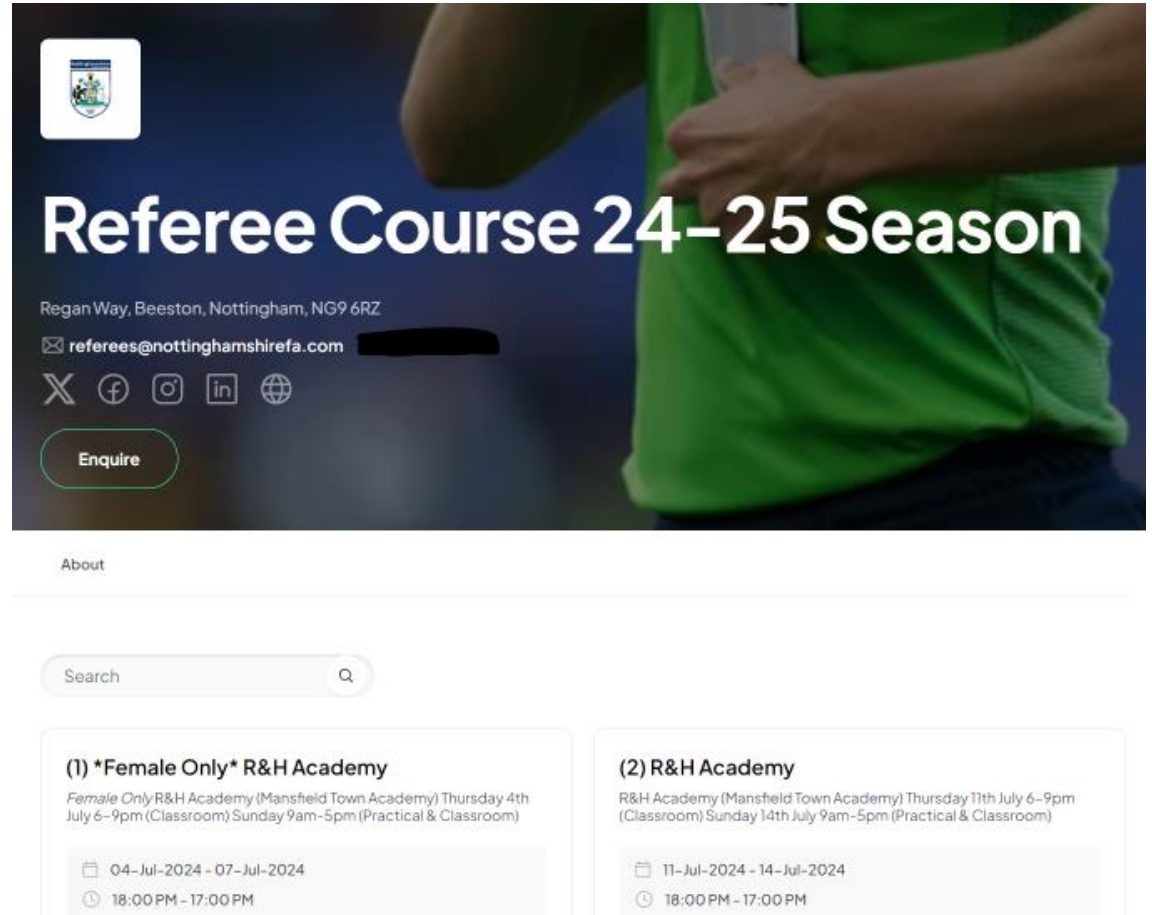
- *Now that you have completed the pre-course requisites, you will receive a link to book onto a Referee Course once a member of Notts FA has checked that all pre-course requisites are in place.*

When you select your chosen course, you will need to complete the booking form which has mandatory fields for you to complete

Booking online will require payment via debit or credit card, so please have these details to hand

Once you have completed the booking, you will receive confirmation.

Our cancellation policy can be found on our website.



The screenshot shows the Nottinghamshire Referee Course 24-25 Season booking page. At the top, there is a header with the Nottinghamshire FA crest and the title "Referee Course 24-25 Season". Below the title, the location "Regan Way, Beeston, Nottingham, NG9 6RZ" and the email "referees@nottinghamshirefa.com" are listed. There are also social media icons for Twitter, Facebook, Instagram, LinkedIn, and a globe icon. A green "Enquire" button is visible. Below the header, there is an "About" section. A search bar is located below the "About" section. The main content area displays two course options:

(1) *Female Only* R&H Academy	(2) R&H Academy
Female Only R&H Academy (Mansfield Town Academy) Thursday 4th July 6-9pm (Classroom) Sunday 9am-5pm (Practical & Classroom)	R&H Academy (Mansfield Town Academy) Thursday 11th July 6-9pm (Classroom) Sunday 14th July 9am-5pm (Practical & Classroom)
04-Jul-2024 - 07-Jul-2024	11-Jul-2024 - 14-Jul-2024
18:00 PM - 17:00 PM	18:00 PM - 17:00 PM

Need to get in touch?

You will be contacted by a member of Nottinghamshire FA Staff prior to the start of the Referee Course with an introductory email.

If you need to contact us:

referees@nottinghamshirefa.com