



RFU Age Grade Registration

SFC Step by Step Guide for New Parents

Ahead of the new season, the RFU have introduced an online mechanism for Parents to create an account for themselves and their child and submit player registration requests to the club. This new mechanism removes the need for us to use paper registration forms and allows us to comply with new GDPR regulations

The following guide outlines the simple steps that you need to take to submit a registration request on behalf of your child.

Following this link to begin the registration process

<https://gms.rfu.com/GMS/CreateAccount/?qs=MtsU15xYpdQ51rUIk28%2bzX2l9l7SznPyUTuhtAatizU%3d>

Step 1: Enter Parent Details

Enter your details and select how many children you would like to create an account for.

Create Account Next

Your details

TITLE
Mr

* FIRST NAME
John

* LAST NAME
Smith

* EMAIL (23/200)
johnsmith@blackhole.com

* DATE OF BIRTH
01/01/1980

* GENDER
Male

* POSTCODE
TW2 7BA

PROFILE IMAGE

How many people are you creating accounts for?

NO. OF ADULTS
1

NO. OF CHILDREN
1

Step 2: Create Username & Password and Enter Communication Preferences

Enter a username and create a password.

- We suggest that you use your e-mail address as your username.
- Passwords must be at least 8 characters long, must contain an upper case character and a number.
- You can view the GMS Terms and Conditions of Use and have the opportunity to opt in to receiving communication from the RFU and its partners.

Create Account

[Next](#)

Create Username

USERNAME / EMAIL ADDRESS

* YOUR PASSWORD

Passwords must be at least 8 characters long, and must contain an upper case character, a number.

* CONFIRM PASSWORD

STRENGTH

STRONG

Communication Preferences (Opt in/Out)

By providing this information, you agree that the RFU will use your personal data (including potentially sensitive personal data) for the purposes of your involvement in rugby, for regulatory reasons and to send you information by post. The RFU may also use your personal data to send you by post, email and SMS:

GMS Terms and Conditions of Use

Select Yes to receive information about rugby programmes relevant to your participation, as well as the latest news, team announcements, ticket alerts and product offers from England Rugby, via one or more of email, SMS and post. You will be able to refine your communication preferences or unsubscribe at any time. Further information on how your data will be used can be found in England Rugby's data privacy policy at www.englandrugby.com/privacy



Select Yes to receive carefully selected information, England Rugby content and offers from official partners of England Rugby. A list of official partners can be found here: <http://www.englandrugby.com/partners>. Further information on how your information will be used, stored and transferred can be found in the RFU's data privacy policy at www.englandrugby.com/privacy



Step 3: Enter Child Details

Enter the details of the child(ren) that you wish to create an account for

- This child will be linked to your account once the account has been created.
- You can denote the relationship the child has with you by using the 'relationship to you' pick list at the top of the page.
- The address of the child will be pre-populated with that of the parent account you have created.
- Enter the details of your child's school
- Select the reason for the account creation.

- **PLEASE NOTE- IT IS IMPORTANT TO SELECT THE 'PLAYER REGISTRATION REQUEST' AS THE ACTIVITY TYPE.**

Please Add information for Child 1 Next Skip

How is this person related to you

RELATIONSHIP TO YOU
Child

Personal details

TITLE
Master

FIRST NAME
Joe

LAST NAME
Smith

DATE OF BIRTH
01/01/2010

GENDER
Male

PROFILE IMAGE

CONTACT DETAILS

Address

ADDRESS MODIFIER (0/70)

BUILDING (0/70)

NUMBER (3/50)
200

ADDRESS1 (12/70)
Whitton Road

Secondary contact for this child

SECONDARY CONTACT

RELATIONSHIP TO SECONDARY CONTACT

What is your interest in the club?

ACTIVITY TYPE
Player Registration Request

PLAYING POSITION
Bucks

ACTIVITY DETAILS
Would like to register joe as a player

Which school do you go to

NAME
POST CODE
TW2 7BA

Nelson Primary School - TW2 7BU

St Edmund's Catholic Primary School, Twickenham - TW2 7BB


Step 4: Summary

Once you have created each record, you will be presented with a summary page. At this point you have the option to edit the accounts you are creating or add further accounts. Once you are happy, simply choose confirm.

Summary


Confirm

Waivers

I have read, consented and agreed to the following :
 [GMS Terms and Conditions of Use](#)

Mr John Smith

Add AdultAdd YouthEdit



200 Whitton Road
TW2 7BA
MDSEX
UNITED KINGDOM

Email


johnsmith1@blackhole.com

Date Of Birth

01 January 1981

Master Joe Smith

RemoveEdit



200 Whitton Road
TW2 7BA
MDSEX
ENGLAND

Relationship

Child of Mr John Smith

Date Of Birth

01 January 2010

Player Request

Backs

Step 5: Confirmation

Your account has now been created at the club and the registration request sent to the club registrar for action.

You will be presented with an account confirmation page advising you of how to validate your email address and complete the Age Grade registration process.

Account Creation Confirmation

Thanks for signing up John

John Smith

What Next?
You will shortly receive an email confirming that you have created an account with the club. In the meantime, we need to validate your email address. Please click on the log in button below.

Log In

Age Grade Registration: Step by Step Guide for existing Parents updating details

Ahead of the new season, the RFU have introduced an online mechanism for Parents to register their child on an annual basis on the RFUs Game Management System (GMS). For the 2019/2020 season the process of Annually Registering an existing player consists of updating a child's existing record to provide medical information, emergency contact details and updated consents. This annual registration process will be developed further and communicated ahead of the 2020/2021 season.

RFU Regulations require players to be registered online each season within 45 days of the start of the season or from first joining the club.

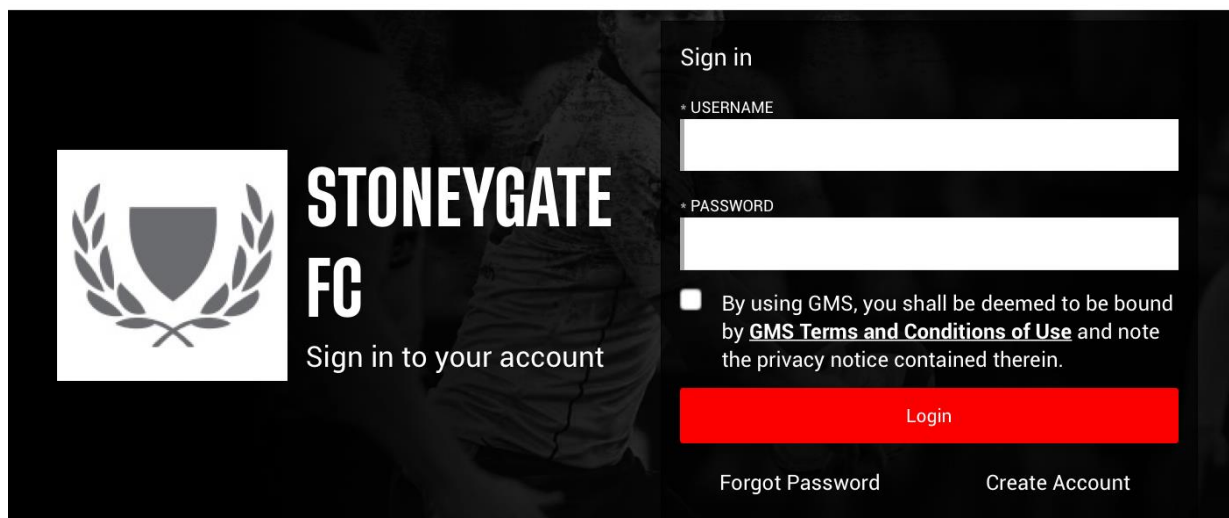
The following guide outlines the simple steps that you need to take to submit to confirm you and your child's registration.

Follow this link to begin the registration process

<https://gms.rfu.com/GMS/Account/Login>

Step 1: Logon

Enter your email address and password to log on (your email address will have been registered on GMS when you registered with the club).



If you have forgotten or do not know your password, use the Forgotten Password option to reset your password.

If your email address is not registered please contact your age group manager.



Step 2: Check and confirm your details

Please select each tab in turn and update your details as appropriate

Old Elthamians RFC

SUMMARY

Cancel Confirm

 Thomas Crowe	59 Eltham Park Gardens SE9 1AP United Kingdom	Email tom_ecrowe@hotmail.com Home Phone +44 20 8859 2799 Mobile Phone +44 7581 482920 Date Of Birth 29 June 1970	More Add Another Adult Add Another Youth Your Details Contact Information Communication Preferences & Credentials
 Mr Charles Crowe	59 Eltham Park Gardens SE9 1AP ENGLAND	Relationship Child of Thomas Edward Crowe Email tom_ecrowe@hotmail.com Home Phone +44 7581 482920 Date Of Birth 07 November 2002 Player Registration Request Old Elthamians RFC (Active)	




Step 3: Check and confirm your child's details

Please ensure you complete all three tabs for each child

Old Elthamians RFC

SUMMARY

Cancel

 Thomas Crowe	59 Eltham Park Gardens SE9 1AP United Kingdom	Email tom_ecrowe@hotmail.com Home Phone +44 20 8859 2799 Mobile Phone +44 7581 482920 Date Of Birth 29 June 1970	More
 Mr Charles Crowe	59 Eltham Park Gardens SE9 1AP ENGLAND	Relationship Child of Thomas Edward Crowe Email tom_ecrowe@hotmail.com Home Phone +44 7581 482920 Date Of Birth 07 November 2002 Player Registration Request Old Elthamians RFC (Active)	More Player Registration Relationship Child Contact Info
 Mr James Crowe	59 Eltham Park Gardens SE9 1AP ENGLAND	Relationship Child of Thomas Edward Crowe Email tom_ecrowe@hotmail.com Home Phone +44 7990 933581 Date Of Birth 25 October 2004 Player Registration Request Old Elthamians RFC (Active)	More

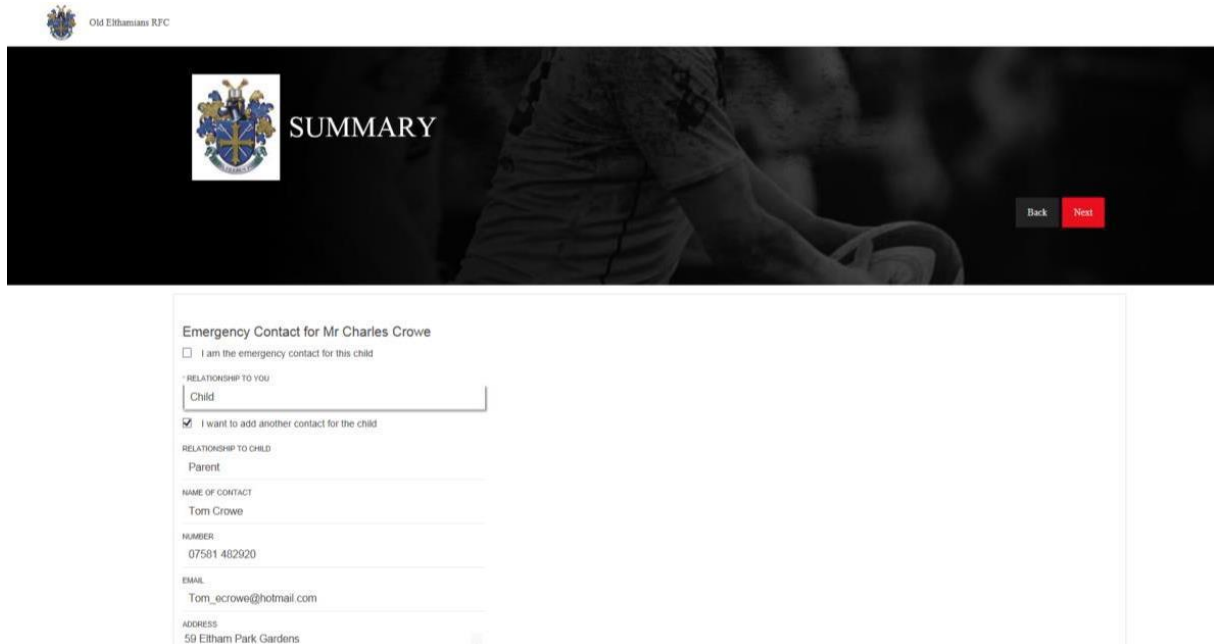
1. Player registration

- a. Medical Details
- b. School details
- c. Consents

Click on "Next" when complete

2. Relationship

a. Emergency contact details for your child (this is important so that the club knows who to contact in the case of an emergency)



The screenshot shows the 'SUMMARY' page of the Old Elthamians RFC website. The page has a dark header with the club's crest and the word 'SUMMARY' in white. Below the header, there is a form titled 'Emergency Contact for Mr Charles Crowe'. The form contains the following fields and options:

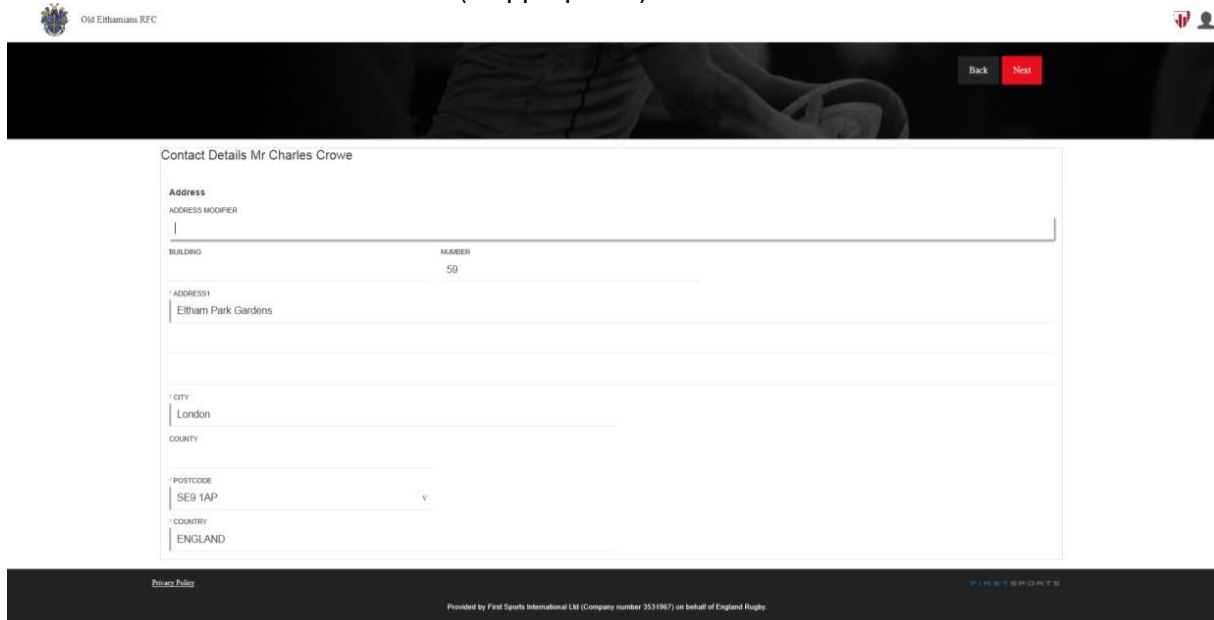
- ☐ I am the emergency contact for this child
- ☐ I want to add another contact for the child
- RELATIONSHIP TO YOU: Child
- RELATIONSHIP TO CHILD: Parent
- NAME OF CONTACT: Tom Crowe
- NUMBER: 07501 402920
- EMAIL: Tom_crowe@hotmail.com
- ADDRESS: 59 Eltham Park Gardens

At the bottom right of the form, there are 'Back' and 'Next' buttons.

Click on “Next” when complete

3. Child Contact Info

a. Contact information for the child (if appropriate)



The screenshot shows the 'Contact Details Mr Charles Crowe' page of the Old Elthamians RFC website. The page has a dark header with the club's crest and the word 'SUMMARY' in white. Below the header, there is a form titled 'Contact Details Mr Charles Crowe'. The form contains the following fields and options:


- Address
- ADDRESS MODIFIER
- BUILDING: 59
- NUMBER: 59
- ADDRESS1: Eltham Park Gardens
- CITY: London
- COUNTRY: ENGLAND
- POSTCODE: SE9 1AP


At the bottom right of the form, there are 'Back' and 'Next' buttons.

Click on “Next” when complete

Step 4: Confirm details

Press the Confirm button

 Old Ethamians RFC




SUMMARY

Cancel

Confirm

Thomas Crowe



59 Etham Park Gardens
SE9 1AP
United Kingdom

Email

tom_crowe@hotmail.com

Home Phone

+44 20 8859 2799

Mobile Phone


+44 7381 482920

Date Of Birth

29 June 1970

More

Mr Charles Crowe



59 Etham Park Gardens
SE9 1AP
ENGLAND

Relationship

Child of Thomas Edward Crowe

Email

tom_crowe@hotmail.com

Home Phone

+44 7381 482920

Date Of Birth


07 November 2002


Player Registration Request

Old Ethamians RFC (Active)


More

Once confirmed, you may log out of GMS by clicking on the “head and shoulders” icon and selecting “Sign Out”.

 Old Ethamians RFC



SUMMARY



Thomas Edward Crowe


Sign Out

My profile

Cancel

Confirm

Thomas Crowe



59 Etham Park Gardens
SE9 1AP
United Kingdom

Email

tom_crowe@hotmail.com

Home Phone

+44 20 8859 2799

Mobile Phone


+44 7381 482920

Date Of Birth

29 June 1970

More

Mr Charles Crowe



59 Etham Park Gardens
SE9 1AP
ENGLAND

Relationship

Child of Thomas Edward Crowe

Email

tom_crowe@hotmail.com

Home Phone

+44 7381 482920

Date Of Birth

07 November 2002

Player Registration Request

Old Ethamians RFC (Active)

More