

RFU GMS Player Registration

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Register a Player

First step is to get the parent to complete the 'RFU's Young Player Registration' form.

This form will be the basis that you get all the information from.

RUGBY FOOTBALL UNION YOUNG PLAYER REGISTRATION FORM

RFU Registration Number (if known)

This form should be completed for all players within the club who have NOT previously registered with the RFU, are re-registering or have data amendments. Please complete each section in BLOCK CAPITALS and return to your Club Registration Officer along with TWO passport size photographs. Please tick where appropriate New Registration Re-registration Data Amendment Club Transfer

First Name:		Surname:		D.O.B.:	
Home Address:			Postcode:		
Male/Female:		Home Tel:		Mobile Tel:	
Email address:					
Ethnic Origin (Please tick (✓) where appropriate):					
<input type="checkbox"/> White British	<input type="checkbox"/> Mixed: White & Black Caribbean	<input type="checkbox"/> Asian and Asian British: Indian	<input type="checkbox"/> Black or Black British: Caribbean		
<input type="checkbox"/> White Irish	<input type="checkbox"/> Mixed: White & Black African	<input type="checkbox"/> Asian and Asian British: Pakistani	<input type="checkbox"/> Black or Black British: African		
<input type="checkbox"/> White Other	<input type="checkbox"/> Mixed: White & Asian	<input type="checkbox"/> Asian and Asian British: Bangladeshi	<input type="checkbox"/> Black or Black British: Other		
<input type="checkbox"/> Chinese	<input type="checkbox"/> Mixed: Other	<input type="checkbox"/> Asian and Asian British: Other	<input type="checkbox"/> Other Ethnic Group		
Previous Rugby Club (if any)			Representative Playing History (please give dates etc., using a separate sheet if necessary)		
Playing Position: <input type="checkbox"/> Unspecified <input type="checkbox"/> Front Row <input type="checkbox"/> Forward <input type="checkbox"/> Back Plays at school: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Medical Conditions/Allergies (Asthma, Epilepsy, Allergic to penicillin) Please give full details using separate sheet if necessary: (Completing this section is not obligatory but the RFU in the interests of child safety strongly recommend that you do so).					
Name of Parent/Guardian:-					
Address of Parent/Guardian (if different from above):				Postcode:	
Contact Telephone Number:			Email address:		
School/Education Establishment Name and Address:					
Contact Number:			Postcode:		
DATA PROTECTION					
The RFU will not pass your personal data to any third parties without your consent. The RFU will use the data you have provided for regulatory reasons [and for the purposes of your participation in rugby [and giving you relevant information by post about rugby (including information about community rugby initiatives, coaching courses)]. The RFU may also use your personal data for the following purposes: * to send you by electronic mail (including email, SMS or image messages etc) other information about tickets (including tickets for the 2015 Rugby World Cup), products, special offers, opportunities and other services provided by the RFU and its group which may be of interest to you. Tick here if you do not want to receive such information. <input type="checkbox"/> * to send you by electronic mail (including email, SMS or image messages etc) information about our official sponsors, related organisations and any associated companies and other carefully selected organisations and their products and services which may be of interest to you. Tick here if you want to receive such information. <input type="checkbox"/>					
I declare that the above is correct. In signing this form I agree that the above named player can be bound by the laws and resolutions of the Rugby Football Union and its constituent body and the rules of: Rugby Football Club PLEASE STATE CURRENT CLUB					
The club may wish to take photos or videos of the team or players solely for promotion and celebrations of club and RFU activities and training purposes. Please indicate if this is acceptable to you: <input type="checkbox"/> YES <input type="checkbox"/> NO. Please share any additional information with the club's Safeguarding Officer.					
Signed (player):			Date:		
Signed (parent / guardian):			Date:		
Counter-signed (Club Official):			Date:		

Distribution: Please retain a copy of this document, send a copy to your CB Youth Register

2011

RFU GMS Log on,

Log on to the RFU GMS System, <https://gms.rfu.com/GMS/Account/Login>

Log in

Please login by entering your details in the form below

* User Name

* Password

Remember me?

If you are having problems please contact your administrator

Support

GMS
0208 831 6651
(Monday-Friday 08:00-13:00 and 14:00-17:00)
GMS@therfu.com

Websites
clubwebsites@first-sports.com

Online Payments
clubpayments@first-sports.com
13.0.8.276

Information

 **Google Chrome**
is recommended for best experience

Register a Player ‘Player Registration V12’

To register a player click on the ‘Player Registration V12’ either on the RFU GMS welcome screen or at the top left hand corner,

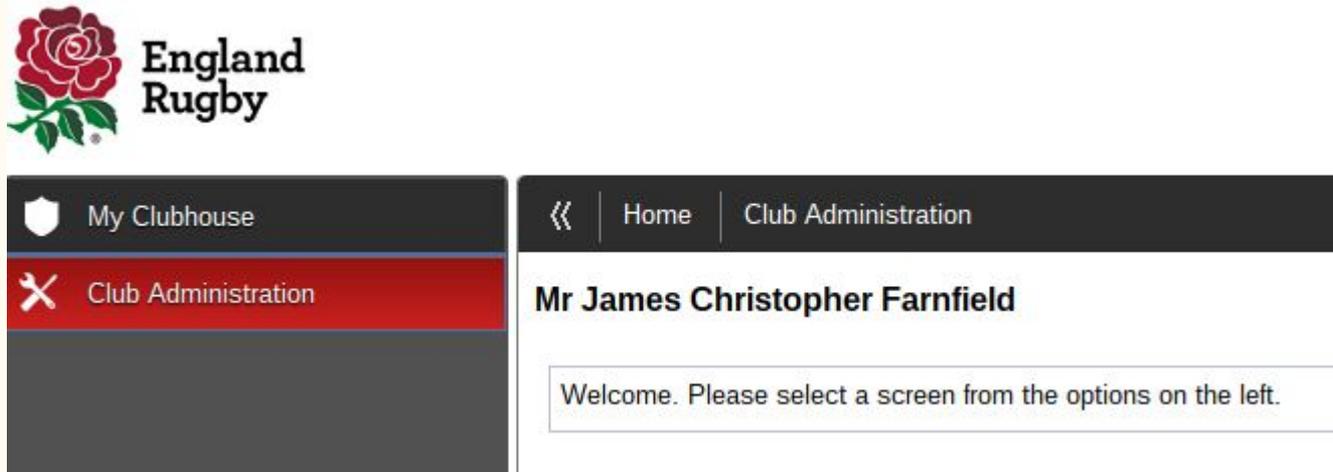
Welcome James Farnfield

Please select the area of the system you wish to visit today



Register a Player ‘Player Registration V12’

Click on ‘Player Administration’



The screenshot displays the England Rugby website's Club Administration interface. At the top left is the England Rugby logo, featuring a red rose and the text "England Rugby". Below the logo is a dark grey navigation bar with two options: "My Clubhouse" (with a shield icon) and "Club Administration" (with a red background and a white 'X' icon). To the right of the navigation bar is a dark grey header bar with a double left arrow icon, "Home", and "Club Administration". Below the header bar, the user's name "Mr James Christopher Farnfield" is displayed. A white box with a thin border contains the text "Welcome. Please select a screen from the options on the left."

Register a Player ‘Player Registration V12’

Another search to check the player is NOT registered, you do not need to do the search twice, both search option are being shown for this example.

Enter the player’s details and if they are not registered click ‘Add New’ to start the registration process,

Mr James Christopher Farnfield

Home Club Administration Youth Registration

Youth Registration for Clubs - Search for individual [Log Out](#)

[Add New](#)

Search Criteria

First Name * Last Name * DOB *

[search](#) [clear](#)

Action	Player ID	First Name	Last Name	DOB	Gender	Current Registration	Status	EAP	Effective Fron	Effective To
No records returned.										

Register a Player ‘Player Registration V12’

Fill in the boxes, all this information will come from the Registration Form the parents have already filled in.

« Home | Club Administration | Youth Registration Mr James Christopher Farnfield «

Youth Registration for Clubs - Individual Details Log Out

Exit Back Next

Personal Details	Address Details
Title <input type="text" value="Mr"/>	Number <input type="text" value="5"/>
First Name * <input type="text" value="Rohan"/>	Building <input type="text" value="1 Kingsdown"/>
Other Name <input type="text" value=""/>	Address * <input type="text" value="Kingsdown"/>
Surname * <input type="text" value="Farnfield"/>	<input type="text" value=""/>
Date of birth * <input type="text" value="12/07/2010"/>	<input type="text" value=""/>
Known as <input type="text" value=""/>	City * <input type="text" value="Bristol"/>
Gender * <input type="text" value="Male"/>	County * <input type="text" value="AVON"/>
Ethnicity <input type="text" value="White: British"/>	Post Code * <input type="text" value="BS2 8ER"/>
Disability <input type="text" value="No"/>	

Register a Player ‘Player Registration V12’

IMPORTANT, upload a photo, it will save time when you need to print out the player’s registration cards for matches.

Complete the Phone and e-mail details boxes and then click ‘Next’.

Photo  Add new Image		
Phone Details <input type="text" value="07840"/> <input type="text" value="207..."/>	e-Mail Details <input type="text" value="family@f...f.eu"/>	
<input type="button" value="Exit"/> <input type="button" value="Back"/>		<input type="button" value="Next"/>

Register a Player ‘Player Registration V12’

Again, enter the details as requested by the boxes, all the information will come from the Registration Form the parents have already filled in. Then click ‘Save & Proceed’.

Navigation: << Home Club Administration Youth Registration Mr James Christopher Farnfield >>

Page Title: Youth Registration for Clubs - Registration Details - Mr Rohan John Scott Farnfield

Buttons: Exit Back Save & Proceed Log Out

Country of Birth ENGLAND	Medical Notes None	Player ID 02050412
Town of Birth Bristol	Notes	First Name Rohan
Playing Position * Unspecified	<input type="checkbox"/> Academy Player	Last Name Farnfield
Season 2016-2017	<input type="checkbox"/> Is Student?	Dob 10/07/2010
Registration Date 10/07/2016	<input checked="" type="checkbox"/> Signature Confirmed *	Age 6
		Age At Season Start 6

Register a Player ‘Player Registration V12’

Enter in the parents details, the information will come from the Registration Form the parents have already filled in. Then click ‘Save & Proceed’.

Navigation: Home | Club Administration | Youth Registration | Mr James Christopher Farnfield

Youth Registration for Clubs - Parent Details - Parent 1/1

Log Out

Exit Back No Parent Information Save & Add Another Save & Proceed

Personal Details	Address Details
Title: Mr	Number: <input type="text"/>
First Name *: James	Building: <input type="text"/>
Other Name: Christopher	Address: Kingsdown
Surname *: Farnfield	<input type="text"/>
Gender *: Male	<input type="text"/>
	City: Bristol
	County: AVON
	Post Code: BS2 8ER
	Populate From Child Address

Phone Details e-Mail Details

Register a Player ‘Player Registration V12’

IMPORTANT...

Due to Data Protection, when entering a parent who is already registered at the club, a duplicate entry (the parent will be registered twice) will be created.

This is a known error and the RFU are working on a solution.

If you are aware that you have registered a parent twice, please make a note of their name and RFU number and we can then get the records combined.

Register a Player ‘Player Registration V12’

Next enter the player’s school details, enter the school’s name and hit ‘Search’, the school should then come up in the search results. Click ‘Select’ which is next to the school’s name.

Youth Registration for Clubs - School List - Mr Rohan John Scott Log Out

Exit Back No School Information

Organisation List

Organisation Name Search

Organisation Name	Town	County	Postcode	League	League Level
Select Colston's Primary School	Bristol	BRISTOL	BS6 6AL		

Register a Player ‘Player Registration V12’

Click the school and then hit ‘Save & Proceed’.

Youth Registration for Clubs - School Details - School 1/1

Log Out

Exit

Back

Save & Add Another

Save & Proceed

Organisation Details

Name

Colston's Primary School

District Name

Contact Details

18 Cotham Grove
Bristol
BRISTOL
BS6 6AL

Logo

No image
available

Full Contact Details

Address



<input checked="" type="checkbox"/>	Location Type	Location Status	Default	XDirectory	Full Address	Department
<input checked="" type="checkbox"/>	School	Active	Yes		18 Cotham Grove Bristol BRISTOL BS6 6AL	

Register a Player ‘Player Registration V12’

Data Protection, Ensure that the ‘RFU Young Players Registration’ form Data Protection section is replicated on the online ‘Player Registration V12’

DATA PROTECTION	
The RFU will not pass your personal data to any third parties without your consent.	
The RFU will use the data you have provided for regulatory reasons [and for the purposes of your participation in rugby [and giving you relevant information by post about rugby (including information about community rugby initiatives, coaching courses,)]]. The RFU may also use your personal data for the following purposes:	
•	to send you by electronic mail (including email, SMS or image messages etc) other information about tickets (including tickets for the 2015 Rugby World Cup), products, special offers, opportunities and other services provided by the RFU and its group which may be of interest to you. Tick here if you do not want to receive such information. <input type="checkbox"/>
•	to send you by electronic mail (including email, SMS or image messages etc) information about our official sponsors, related organisations and any associated companies and other carefully selected organisations and their products and services which may be of interest to you. Tick here if you want to receive such information. <input type="checkbox"/>
I declare that the above is correct. In signing this form I agree that the above named player can be bound by the laws and resolutions of the Rugby Football Union and its constituent body and the rules of:	
----- Rugby Football Club	
PLEASE STATE CURRENT CLUB	

Register a Player ‘Player Registration V12’

I would suggest that you opt out of the mailing lists. Then click the ‘Save’ button to complete the registration process.

Youth Registration for Clubs - Summary - Mr Rohan Log Out

Exit Back Save

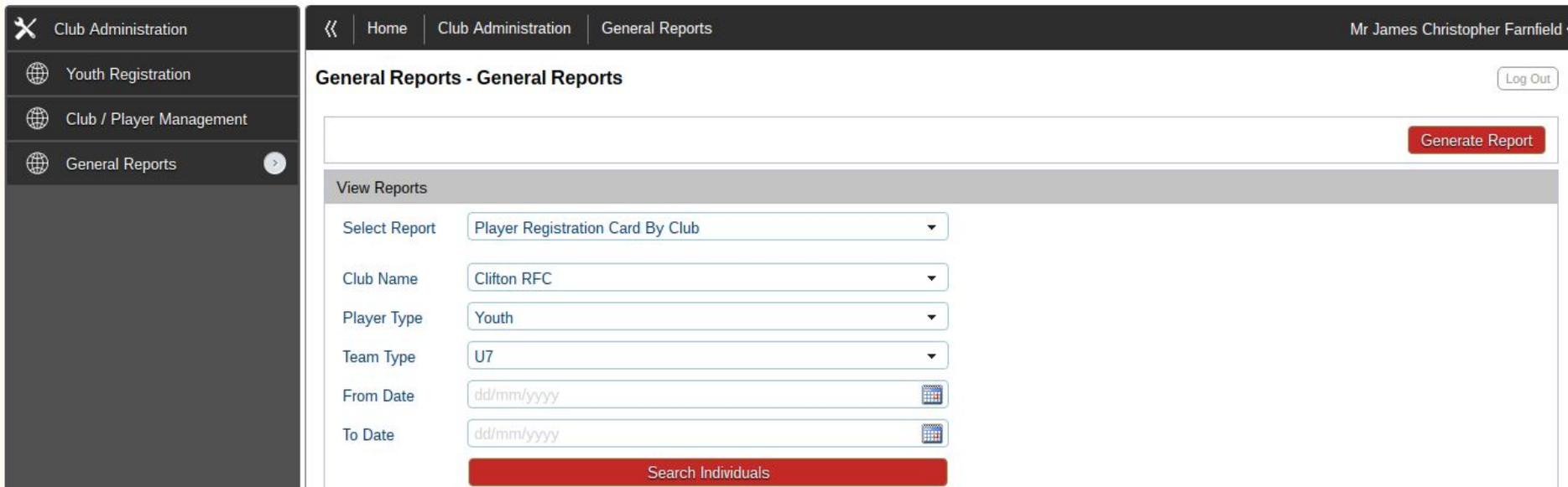
Finish

This registration is not yet final. Please select Save to complete the process.

Summary	Data Protection
<ul style="list-style-type: none">This player's registration will be active at Clifton RFC on 10/07/2016Registration Type: Youth	<p>The RFU and your club will use the data provided in your Registration Form for the purposes of administering the player registration system in accordance with the Registration of Players Regulations and Operating Procedures and for the purposes administering your participation in rugby and giving you information about rugby</p> <p>An opt out style has been agreed and subject to your election. if you do not wish to receive certain types of data you should tick the appropriate box below; the RFU may also use such personal data for the following purposes:</p> <p>To send you by post and electronic mail (including email, SMS or image messages etc) other information about tickets (including tickets for the 2015 Rugby World Cup), products, special offers, opportunities and services provided by the RFU and its group which may be of interest to you. Tick here if you do not want to receive such information <input checked="" type="checkbox"/></p> <p>To send you by post and electronic mail (including email, SMS or image messages etc) information about our official partners (details of which are <input checked="" type="checkbox"/></p>

Generating a Player's Report

For matches and tournaments you will need to present the players cards, you can generate a report by selecting 'Generate Reports', entering the Team Type and the 'Search Individuals'.



The screenshot shows a web application interface for generating a player's report. On the left is a dark sidebar with navigation options: Club Administration, Youth Registration, Club / Player Management, and General Reports (selected). The main header includes a breadcrumb trail (Home > Club Administration > General Reports) and the user name 'Mr James Christopher Farnfield'. A 'Log Out' button is in the top right. The main content area is titled 'General Reports - General Reports' and features a 'Generate Report' button. Below this is a 'View Reports' section with a form containing the following fields:

- Select Report: Player Registration Card By Club
- Club Name: Clifton RFC
- Player Type: Youth
- Team Type: U7
- From Date: dd/mm/yyyy
- To Date: dd/mm/yyyy

A red 'Search Individuals' button is located at the bottom of the form.

Generating a Player's Report

Select the Individuals you wish to generate a report for and click 'Generate Report', this will create the player's cards. You can then 'Export' the cards by selecting 'PDF' clicking 'Export'.

The screenshot shows a web application interface for generating player reports. At the top, there is a red button labeled "Search Individuals". Below this, there is a list of individuals with checkboxes next to their names: Rohan, Ellis, and Ella. To the left of the list, there is a "Sort by" dropdown menu currently set to "Effective From".

Below the list, there is a "Player Registration Card" for Rohan. The card includes a photo of a young boy and the following information:

Player Registration Card	
FIRST NAME:	Rohan
LAST NAME:	
REG NO:	2050
CLUB:	Clifton RFC
D.O.B:	3/2010
MEDICAL:	None
DATE OF ISSUE:	10/07/2016

At the bottom right of the interface, there is a "Select Format" dropdown menu set to "Acrobat (PDF) file" and a red "Export" button.

Check if the Player is already registered,

The following slides are NOT part of the registration process.

The Next three slides show you how to check if a player/parent is registered (and get information) from GMS.

Check if the Player is already registered,

Click 'People' to view the club's registered players,



Welcome James Farnfield

Please select the area of the system you wish to visit today



Personal Details



Organisation Profile



People



Player Registration
v12

Support

GMS

0208 831 6651
(Monday-Friday 08:00-13:00 and 14.00-17.00)

GMS@therfu.com

Websites

clubwebsites@first-sports.com

