

Age Grade Registration: Step by Step Guide for existing Parents

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.

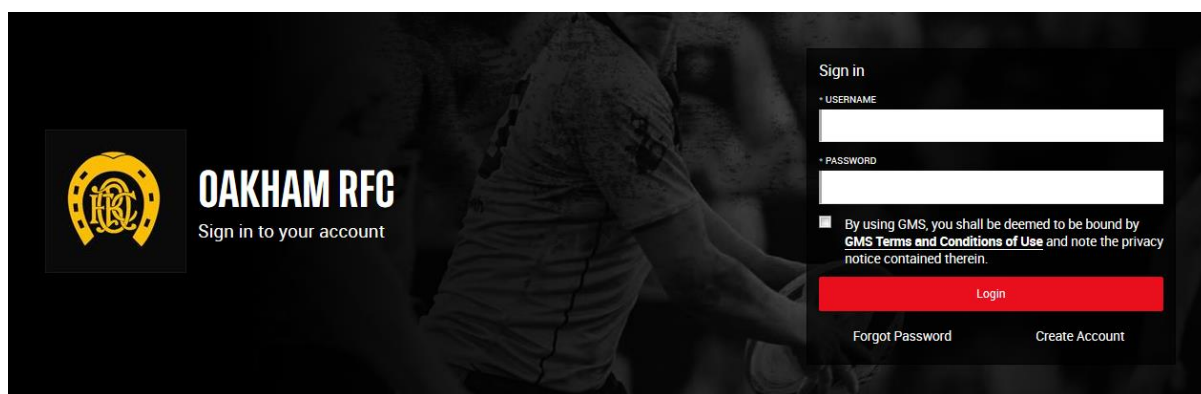
The following guide outlines the simple steps that you need to take to submit to confirm you and your child's registration.

Follow this link to begin the registration process

<https://gms.rfu.com/GMS/Account/Login?OrganisationId=524>

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).



The screenshot shows a login interface for OAKHAM RFC. On the left, there is a circular logo with the letters 'RFU' inside, and the text 'OAKHAM RFC' in a bold, sans-serif font, with 'Sign in to your account' underneath. On the right, there is a dark grey box containing the 'Sign in' form. The form has two input fields: 'USERNAME' and 'PASSWORD'. Below these fields is a checkbox with the text 'By using GMS, you shall be deemed to be bound by GMS Terms and Conditions of Use and note the privacy notice contained therein.' Below the checkbox is a prominent red button labeled 'Login'. At the bottom of the form, there are two links: 'Forgot Password' and 'Create Account'.


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  <p>59 Eltham Park Gardens SE9 1AP United Kingdom</p>	<p>Email tom_crowe@hotmail.com Home Phone +44 20 8859 2799 Mobile Phone +44 7381 482920 Date Of Birth 29 June 1970</p>	<p>More</p> <ul style="list-style-type: none">Add Another AdultAdd Another YouthYour DetailsContact InformationCommunication Preferences & Credentials
Mr Charles Crowe  <p>59 Eltham Park Gardens SE9 1AP ENGLAND</p>	<p>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 Elthamians RFC (Active)</p>	

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  <p>59 Eltham Park Gardens SE9 1AP United Kingdom</p>	<p>Email tom_crowe@hotmail.com Home Phone +44 20 8859 2799 Mobile Phone +44 7381 482920 Date Of Birth 29 June 1970</p>	
Mr Charles Crowe  <p>59 Eltham Park Gardens SE9 1AP ENGLAND</p>	<p>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 Elthamians RFC (Active)</p>	<p>More</p> <ul style="list-style-type: none">Player RegistrationRelationshipChild Contact Info
Mr James Crowe  <p>59 Eltham Park Gardens SE9 1AP ENGLAND</p>	<p>Relationship Child of Thomas Edward Crowe Email tom_crowe@hotmail.com Home Phone +44 7990 933581 Date Of Birth 25 October 2004 Player Registration Request Old Elthamians RFC (Active)</p>	<p>More</p>

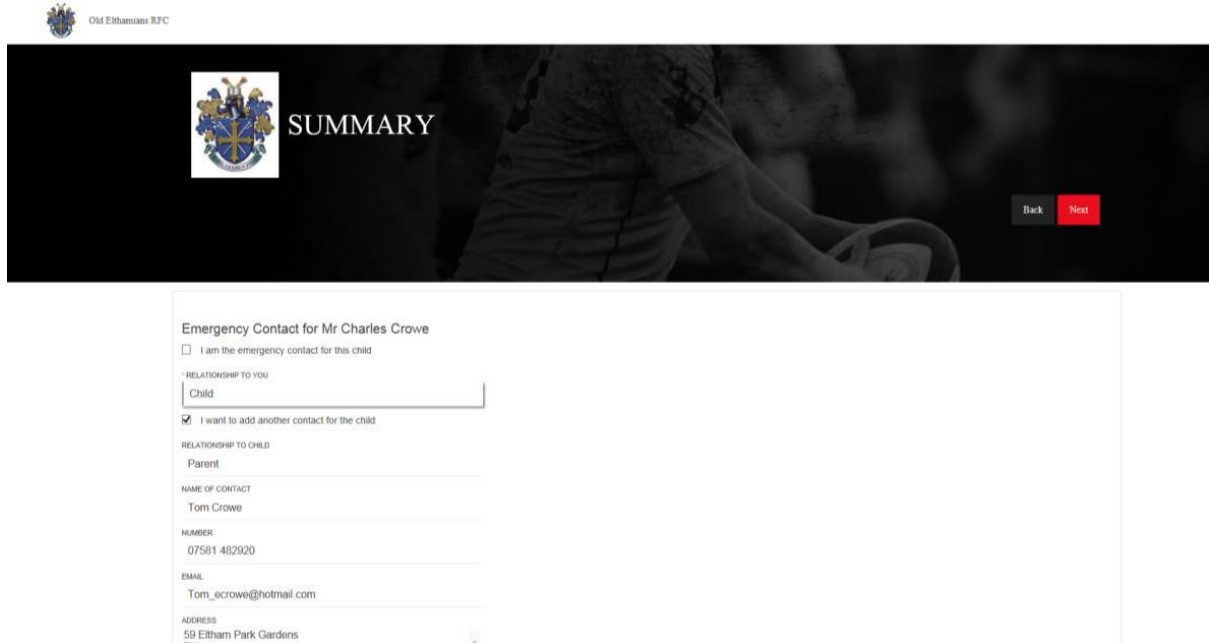
1. Player registration

- Medical Details
- School details
- 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 emergency contact form. At the top left is the Old Ethamians RFC logo. The page title is 'SUMMARY'. On the right, there are 'Back' and 'Next' buttons. The form content is as follows:

Emergency Contact for Mr Charles Crowe

I am the emergency contact for this child

RELATIONSHIP TO YOU
Child

I want to add another contact for the child

RELATIONSHIP TO CHILD
Parent

NAME OF CONTACT
Tom Crowe

NUMBER
07501 482920

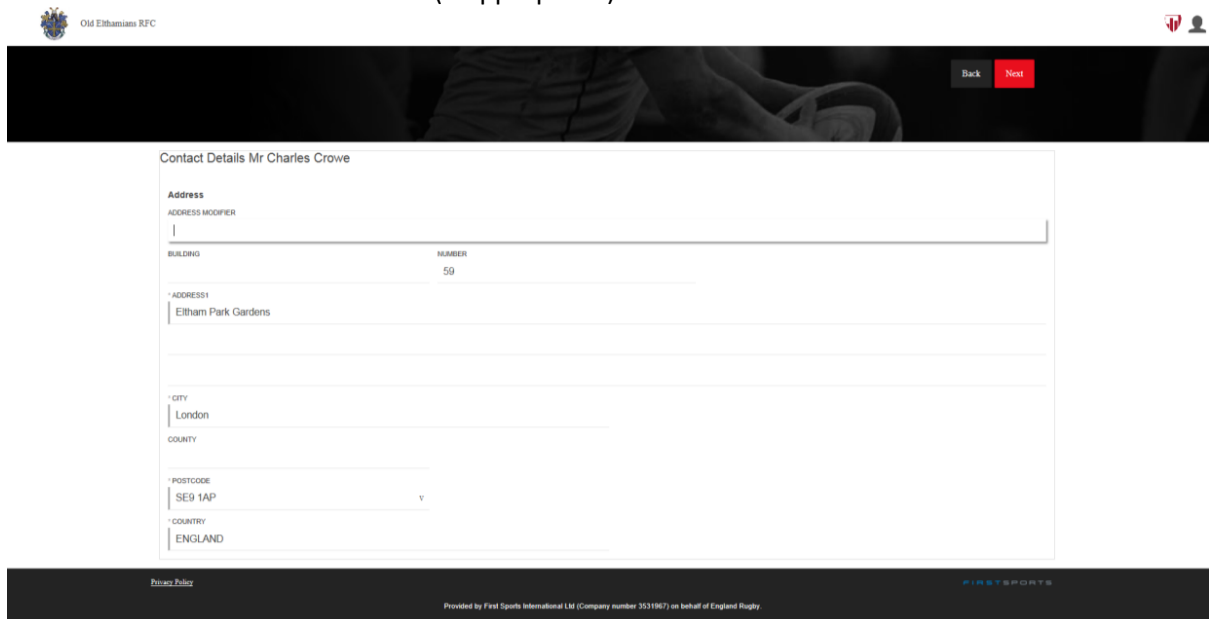
EMAIL
Tom_ecrowe@hotmail.com

ADDRESS
59 Etham Park Gardens

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. At the top left is the Old Ethamians RFC logo. At the top right, there is a user profile icon and 'Back' and 'Next' buttons. The form content is as follows:

Contact Details Mr Charles Crowe

Address

ADDRESS MODIFIER
|

BUILDING NUMBER
59

ADDRESS1
Etham Park Gardens

CITY
London

COUNTY

POSTCODE
SE9 1AP

COUNTRY
ENGLAND


At the bottom of the page, there is a footer with 'Privacy Policy' on the left and 'Provided by First Sports International Ltd (Company number 3531967) on behalf of England Rugby.' on the right.

Click on "Next" when complete



Step 4: Confirm details

Press the Confirm button

Old Elthamians RFC




Cancel Confirm

 <p>Thomas Crowe 59 Eltham Park Gardens SE9 1AP United Kingdom</p>	<p>Email: tom_crowe@hotmail.com Home Phone: +44 20 8859 2799 Mobile Phone: +44 7781 482920 Date Of Birth: 29 June 1970</p>	<p>More</p>
 <p>Mr Charles Crowe 59 Eltham Park Gardens SE9 1AP ENGLAND</p>	<p>Relationship: Child of Thomas Edward Crowe Email: tom_crowe@hotmail.com Home Phone: +44 20 8859 2799 Date Of Birth: 07 November 2002 Player Registration Request: Old Elthamians RFC (Active)</p>	<p>More</p>



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

Old Elthamians RFC



Thomas Edward Crowe
Sign Out
My profile

Cancel Confirm

 <p>Thomas Crowe 59 Eltham Park Gardens SE9 1AP United Kingdom</p>	<p>Email: tom_crowe@hotmail.com Home Phone: +44 20 8859 2799 Mobile Phone: +44 7781 482920 Date Of Birth: 29 June 1970</p>	<p>More</p>
 <p>Mr Charles Crowe 59 Eltham Park Gardens SE9 1AP ENGLAND</p>	<p>Relationship: Child of Thomas Edward Crowe Email: tom_crowe@hotmail.com Home Phone: +44 20 8859 2799 Date Of Birth: 07 November 2002 Player Registration Request: Old Elthamians RFC (Active)</p>	<p>More</p>