

EBFA – www.GotFootball.co.uk Parent Guardian Agreement Form Team Instruction – 2021/2022



Ian Nile East Berks Football Alliance 16th June 2021 – Version 2.00

Contents

Change History
EBFA Parent/Guardian Agreement Form – Team Instructions 2020/2021
1. Log in to the Team Account and click on "Roster" in the Grey Menu bar
2. A list of your players will appear
3. To create a login for a guardian, simply click on a player's name. This will take you to the Player Info tab
4. If you choose to enter the guardian's email in the Parent Info tab, simply enter the email and click save
5. You can now forward the Player Account login using the Email Team function
MOBILE DEVICE
PC/LAPTOP DEVICE
6. Once you have forwarded the logins you can check which of your players have had their Parent/Guardian Agreement forms submitted
7. Click on the "View by Event" drop down menu10
8. Select the "East Berks Football Alliance 2020/2021"10
9. A column will now appear displaying which of your players have had their Parent/Guardian Agreement forms submitted10
Schedule of Fees Tariff12

Change History

Version	Description	Date
2.00	2021/2022	16-June-21

EBFA Parent/Guardian Agreement Form – Team Instructions 2021/2022

All players must have their Parent/Guardian Agreement forms submitted in order to complete the player Registration. This form is an online form that can be found within the Player Account.

The Player Accounts can be forwarded to guardians via the Team Account using the Email Team Function. However, you must first ensure the player has a login for their account and also that their guardian's email attached to their profile.

The instructions below will show you how to check that your players have logins, how to create player logins if they do not, how to forward logins, and finally how to check which of your players have had their parent/guardian agreement forms submitted.

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Click Here to access the roster page. Account Merge Tool is Now Available! Click Here to get started.	Items 1 - 1 of 1							J
our Club								
A Test FC (Berkshire)								

1. Log in to the Team Account and click on "Roster" in the Grey Menu bar.

2. A list of your players will appear.

The column on the far right informs you whether or not your players have logins for their Player Accounts.

Contact Privacy Statement

In the example below no players have Logins, as indicated by N/A in the Login column

If a player had a login the word **OK** would appear in the Login column.

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3. To create a login for a guardian, simply click on a player's name. This will take you to the Player Info tab.

Click the "Create Player Login" button to create a login for the player.

Add the guardian's email - you can either enter the guardian's email in the player's Contact Information box and click update, or you can go to the Parent Info tab and enter it there.

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4. If you choose to enter the guardian's email in the Parent Info tab, simply enter the email and click save.

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Name		Name	
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City		City	
State		State	
Zip Code		Zip Code	
Phone		Phone	
Mobile		Mobile	
Email Address	Anthony@GotEootball.co.uk	Email Addr	195
Mobile Text		Mobile Text	
Messaging	Needed for on-site schedule updates and	weather delays. Messaging	Needed for on-site schedule updates and weather delays.
Notes		Notes	
			Save

5. You can now forward the Player Account login using the Email Team function.

Click "Email Team" in the Black Menu bar.

You can choose to send an email to all players or to an individual player from the "Send to Players" drop down list.

Tick the "Add player username and password..." box to attach login details to the email.

Type your message and then click the "Send Message" button.

Example

MUST BE "VIEW BY EVENTS – East Berks Football Alliance 2021/22

Note one player has Photo and the Forms ticks show the PGAF has been completed.

To send request to Parents / Guardians - Click < Email Players> button

Subject

Please check Player Record and Complete Parent/Guardian Agreement Form ASAP

Message*,

From <Managers Name> via the EBFA GotFootball Portal

EBFA 2021/22

A Player League Registration Record for 2021/22 has been set up on the East Berks Football Alliance GotFootball portal.

We now need you to complete the Parent Guardian Agreement Form and then the league can complete the registration of the player, so your child can start to play in home/away matches.

You to complete the following:

- Parent/Guardian Agreement Form Digital Signatory
- Check/Add the address of the Player (No, Street, Town, County and Postcode are required)
- UK Passport style photo upload (please do not use the photo from your actual passport which has watermarks)
- Proof of birth/Nationality passport or birth certificate uploaded (applicable only if this is the first player registration with this Club)

Note: - If the Proof of birth/Nationality demonstrates that the player was born outside England and over 10 years old at the time of first player registration for this Club, then the player many need English Football Association/FIFA International Clearance - which can take some considerable time and effort)

MOBILE DEVICE

Below are user instructions so that you can complete the form from a mobile device. The starting steps are different.

Please complete Parent/Guardian agreement form on GotFootball system and upload a current passport style photograph of the player if there is not one already uploaded.

You can also do it from your mobile - but you need to follow these instructions to get started -

In your browser – Go to - www.gotfootball.co.uk

It should show 6 menu options – teams-players-referees-schedules-scoring-full menu

Choose full menu (this brings you to the same entry point as if you logged in on a computer)

Choose player account

Login with username and password (as provided by email)

You will then see (in red) - Required League Forms

At the bottom of this you will see Available Forms for 2021/22

Which will show 2021/22 (LPGAF) League Parent-Guardian Agreement Form – there is a clickable link called "Form Available"

- . Go to the Parent Information section of the form (minimum of one parent section is required to be completed)
- . Please check the details in the Player Information Section please update address, phone and email details as necessary. No need to fill school information.
- . Click the 'Copy From Player' Info so that address details are filled in
- . Enter your name, relationship
- . Enter your email address
- . Choose the child's club from the drop-down menu
- . Enter your name in the box provided for Parent Name
- . Tick the very small/tiny box on the bottom right hand side of the page (it is very hard to spot there is a very small red star beside it)
- . Tick the second box at the bottom of the page (which says I am over the age of 13 or am the legal guardian of the above player.) then click Continue
- . Review the information on the next page and in the Registration Agreement box enter your name and tick the agreement box then click Continue
- . The next page is Emergency Contact details the minimum you need to enter is one contact name and phone number there is no need to insert medical information then press continue
- . On the next page just press continue (there is no fee involved, via this GotFootball portal)
- . The next page is to review the registration information you can go back if you need to change anything
- . Otherwise in the Registration Agreement Box at the bottom you should enter your NAME and TICK the box (there is no fee involved, via this GotFootball portal)
- . You should then press CONTINUE and you can close the system

PC/LAPTOP DEVICE

Basic Steps to complete agreement are as follows: (IF YOU ARE ON A PC/LAPTOP)

- . Go to www.GotFootball.co.uk and click Login
- . Click Player Account
- . Enter your username and password and then click Login
- . There is a "2021/22 (LPGAF) League Parent-Guardian Agreement Form-U07s to U18s" line which will show "Form Available"
- . Click on the "Forms available" button
- . Goto the Parent Information section of the Form (just one parent section is required)
- . Please check the details in the Player Information Section please update address, phone and email details as necessary. No need to fill school information.
- . Click the 'Copy From Player' Info so that address details are filled in
- . Enter your name, relationship
- . Enter your email address
- . Choose the child's club from the drop-down menu.
- . Enter your name in the box provided for Parent Name
- . Tick the very small/tiny box on the bottom right hand side of the page (it is very hard to spot there is a very small red star beside it)
- . Tick the second box at the bottom of the page (which says I am over the age of 13 or am the legal guardian of the above player.) then click Continue
- . Review the information on the next page and in the Registration Agreement box enter your name and tick the agreement box then click Continue
- . The next page is Emergency Contact details the minimum you need to enter is one contact name and phone number there is no need to insert medical information then press continue
- . On the next page just press continue (there is no fee involved, via this GotFootball portal)
- . The next page is to review the registration information you can go back if you need to change anything
- . Otherwise in the Registration Agreement Box at the bottom you should enter your NAME and TICK the box (there is no fee involved, via this GotFootball portal)
- . You should then press CONTINUE and you can close the system

If any of you have any questions, please contact your Club/Club-Team Manager.

EBFA 2021/22

Then ensure you click the tick box "Add player username and password to the bottom of the message.". So the Parent/Guardian gets the login details to complete the PGAF for 2020/21.

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Selected Roster:	
From	Manager: Lee Leaget 1/ leagetta/sky.com>
Method	Email V
Send to Players	All 14 Players Parents will also receive a copy of the email or text.
Subject	Please check Player Record and Complete Parent/Guardian Agreement Form ASAP
Message*	From <managers name=""> via the EBFA GotFootball Portal</managers>
	For the players to complete their Player Registration process for East Berks Football Alliance - Parents / Guardians must complete the Parent/Guardian agreement form using the login at the end of this email. If you are uploading a photo of the player, please use a JPG source, with the photo being a
	passport style photo of the player.
	Thank you.
	✓ Add player usemame and password to the bottom of the message.
	Send Message
	Powered by GotSoccer

Then press the <Send Message> button.

6. Once you have forwarded the logins you can check which of your players have had their Parent/Guardian Agreement forms submitted.

Click "Home" in the Black Menu bar and then "Roster" in the Grey Menu bar.

GotFootball	Go	tFootball.co.uk >> Teams		
Home Events Game History Email	Team College Search R	ewards Help Log Out		
Overview Team Profile Manager C	oach Roster Roster His	tory Account Assistance		
Team - Boys U10 Test FC GotSoccer TeamID # 5293	Update Team	Age and More Z View/Print T	eam Contacts Sheet	Feam Fundraising
GotFootball Account Create your GotFootball Account	Event Registration His No Applications on Record	story		
Get the most out of your account				
Click Here to access the roster page.				
Account Merge Tool is Now Available! Cilck Here to get started.				

7. Click on the "View by Event" drop down menu.

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	Messi	Lionel			Boys	01/01/2005 🗎 (V)	Yorkshire	21/08/2015	N/A	Ok								
-	Smith	Sarah			Girls	01/01/2006	Yorkshire	25/06/2015	N/A	Ok								
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8. Select the "East Berks Football Alliance 2020/2021".

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/iew by	Event: V	Player List Primary F	Player List			Pr	int Conta	cts »	Email Pla	vers »	Vour team schedule is not currently available
		Official Rost	ter - Current and	Upcomin	g Events						
	_	East Berk	is Football Allianc	:e 2015/1	6 (01/06/20	15)		Reg	gister New	Player	
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Photo	L.Name	F.Name	ID#	Jrsy#	Gender	DOB	County	Updated	Last Reg.	Login	
5	MacDougall	Ted	1049329M0001		Boys	01/01/2005 🗎 (V)	Berkshire	21/08/2015	21/08/2015	Ok	
	Messi	Lionel			Boys	01/01/2005 🗎 (V)	Yorkshire	21/08/2015	N/A	Ok	
	<u>Smith</u>	<u>Sarah</u>			Girls	01/01/2006	Yorkshire	25/06/2015	N/A	Ok	
						pow	ered (Dots	Road	ন্ন	
							nàls	Juli			Contact Privacy Statement
											©2015 GotSoccer, LLC

9. A column will now appear displaying which of your players have had their Parent/Guardian Agreement forms submitted.

✓ indicates a form has been submitted

X indicates a form has yet to be submitted.

$\widehat{\mathbf{S}}_{\mathbf{G}}$	otFoc	otba			Got	Football.co.uk	Directo	rs - Club		_		Organization: atestclub Log Out Master Account
ment Ma	anagers C	oaches	Teams Pla	yers	Home Programs	Website Maile Help	Club	Referees	League	Cup		
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View by Event: East Berks Football Alliance 2015/16 (01/06/2015)											Roster Change History	
Registr	ation Sub	mitted 21	/08/2015 Acce	epted N	View A	Application Doc:	s 🤋 <u>Roste</u>	<u>er</u>	Payme	nt / Sta	itus »	
Current	Active Rost	ter			None	Selected. Use Pla	iyer List.					
Full Team Player List Players highlighted in <u>drange</u> are not attending this event and may not be added to the official roster. This information can be modified from within the team or player account.												
Photo	L.Name	F.Name	ID#	Jrsy#	Gender	DOB	County	Updated	Last Reg.	Login	Forms	
	<u>MacDougall</u>	<u>Ted</u>	1049329M0001		Boys	01/01/2005 🗎 (V)	Berkshire	21/08/2015	21/08/2015	Ok	*	
2	Messi	Lionel			Boys	01/01/2005 🗎 (V)	Yorkshire	21/08/2015	N/A	Ok	×	
3	Smith	Sarah			Girls	01/01/2006	Yorkshire	25/06/2015	N/A	Ok	×	

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Contact Privacy Statement

Important Note

On 01-Aug-21 the league will register the player record who have:

- New Photo
- Complete Address
- DOB and Nationality has been verified JPG or PDF of passport or birth certificate can be uploaded for players who do not have the yellow padlock which means the player name, DOB and nationality has been verified previously in your Club.
- FAN Number from the Football Association-Player Registration System.
- FA-Player Registration System Record that is completed and awaiting a League Check to confirm that a player of this name is registered on GotFootball. The EBFA League's confirmation on the WGS FA-PRS does not certify any other data on the FA-PRS.

Any player moving to your Club from a previous EBFA Club must be treated as a fresh registration. The League cannot migrate the data between Clubs until the player is registered for 2021/22 and a transfer application is made.

Once players are register for the 2021/22 event this is shown in the Form column by a Blue Capital P, only these players can play for your team in EBFA.

Rule	Rule	Fee
No		Amount
18(D)	Player Registration Fee Up To 31-Jul (U7 to U21)	£0.00
	Player Registration Fee After 31-Jul (U7 to U21)	£6.00
18(H)	Transfer Fee - Club to Club Transfer	£10.00
	Transfer Fee - Internal Club Transfer (U9 to U21)	£6.00
	Transfer Fee - Internal Club Transfer (U7 to U8)	£2.00
18(H)	De-Registration Fee and release of player from Registration system	£10.00

Schedule of Fees Tariff