HOW TO ACCESS THE SAFEGUARDING ADULTS DIGITAL LEARNING MODULE

Contents

How to access The FA Safeguarding Adults course

We've put this guide together to make it as easy as possible to log in, find and then access the course on our FA learning management system (LMS).

Before you start, we recommend following the steps using either a laptop or desktop computer running Google Chrome. These provide the best compatibility with the LMS and so offer the best online experience.

Once you've accessed the course, it's important to understand you'll be expected to complete the digital learning to receive your completion confirmation.

If, at any time, you encounter a different outcome to what the guide says or have significant access problems, email our team via Education@TheFA.com for support.

Who can use this new online course?

We believe people from all backgrounds should be able to enjoy taking part in football, and everyone should be treated with respect and fairness.

This course brings to life The FA's Safeguarding Adults' policy and describes how it can be implemented in open-age disability football.

This course is for anyone who works in or volunteers in open-age disability football. That includes coaches, managers, adult safeguarding leads as well as club officials. Players and carers/personal assistants are welcome to complete the course so they can be informed about football's safeguarding strategies. But please be aware the course may not be suitable for everyone as it contains some powerful messages about abuse and the need to safeguard.

Log into the LMS

The course is hosted on our LMS platform, which you'll need to log into, using your FAN or email address and password. If you can't find them, please don't create a new profile. Instead, use our FAN finder to retrieve your details.

FORGOTTEN MY FAN

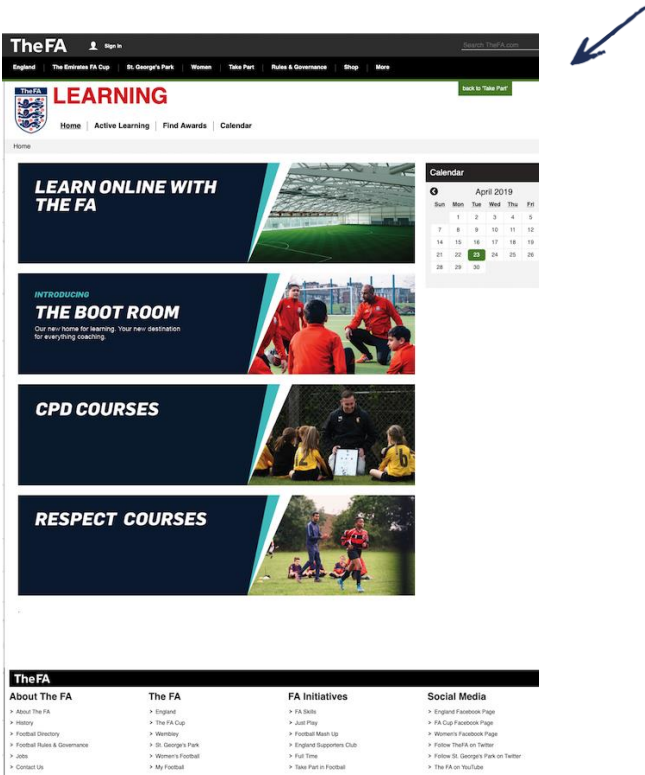RETRIEVE PASSWORD

Once you have your FAN and password follow these steps below:
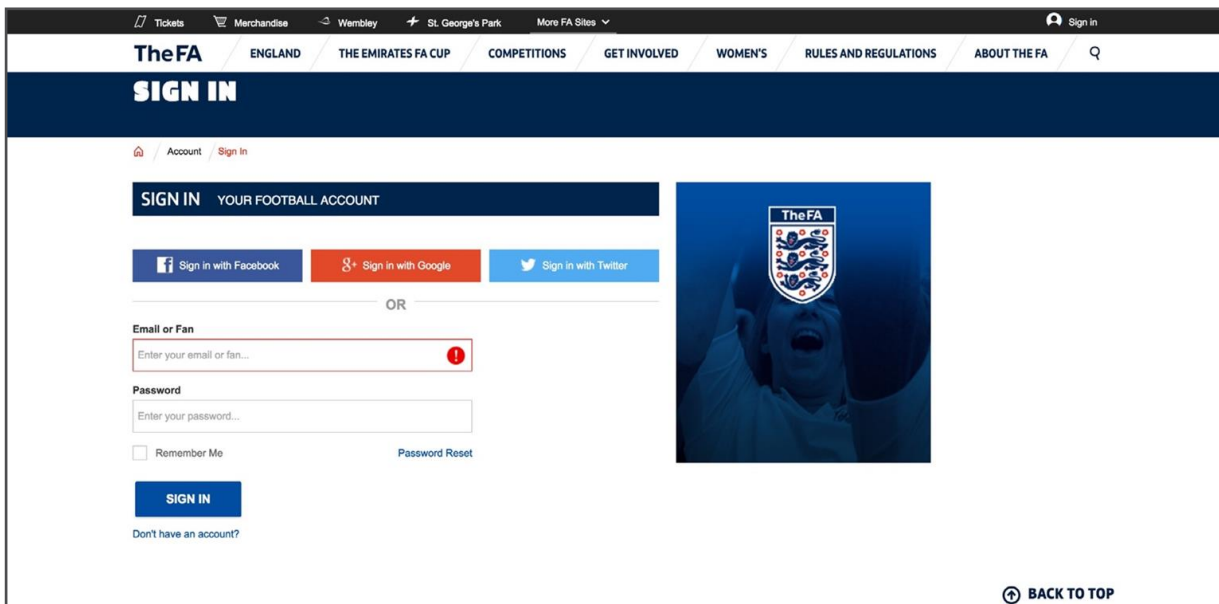
Click below to open the learning management system:

OPEN THE LMS PAGE

This should open a screen like this. Click on the 'Sign In' button where the blue arrow is pointing

You'll then be taken to a screen like this.

This is where you enter your FAN and password.

After clicking 'Sign In', you'll be taken to a screen like this. It looks very similar to the first screen but it now says 'My Account' instead of 'Sign In'

Enrol on the course

Now you're logged into the LMS, you can enrol onto the course by clicking on the link below. If you are prompted to 'self enrol' please select the ENROL ME button

https://learning.thefa.com/course/view.php?id=361
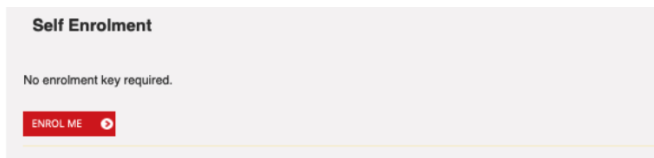
You will then be enrolled onto the course page to commence with your learning.

Difficulty logging in?

The most common issue is that a FAN or password has been entered incorrectly. Please check you have the correct FAN and password combination and try again.

If you have followed every step of the guidance and still cannot log in, please email your query, contact number and a screen shot (where possible) of the issues you are experiencing to The FA Education team via email: Education@TheFA.com.

How long will it take for the completion to show on my FAN record?

Please allow up to 72 hours for the completion to show on your FAN record.