



Safeguarding Children Recertification

1

How to access the Online Safeguarding Children Recertification

Log in

Please find your **FAN** or **email address** and password. Please do not create a new FAN.

If you have forgotten your FAN please click below.

FORGOTTEN MY FAN

Accessing the course

Once you have your FAN and password follow these steps:

1. Click below to open the Learning Management System.

OPEN THE LMS PAGE

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

TheFA Sign In

England | The Emirates FA Cup | St. George's Park | Women | Take Part | Rules & Governance | Shop | More

LEARNING [back to 'Take Part'](#)

[Home](#) | [Active Learning](#) | [My Reports](#) | [Find Awards](#) | [Calendar](#)

Home

WELCOME TO THE NEW HOME OF FOOTBALL EDUCATION

ONLINE CPD

ONLINE RESPECT

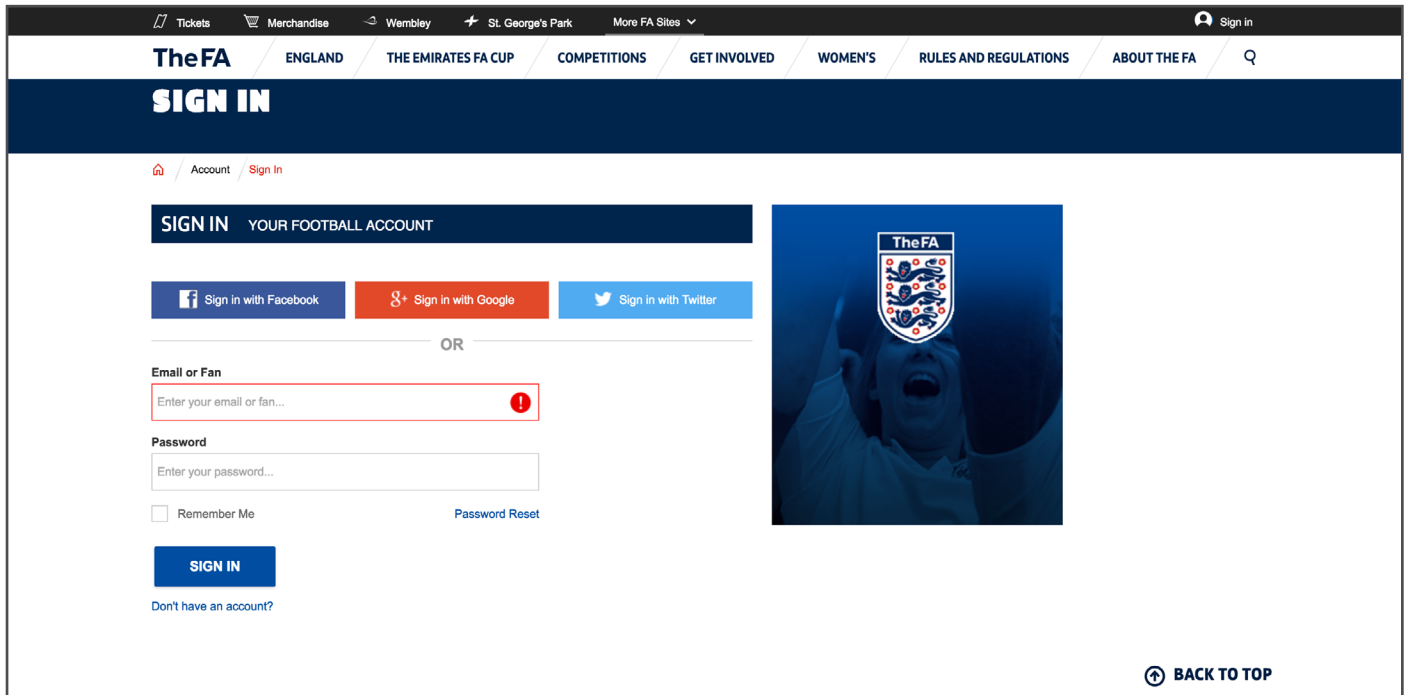
Calendar

November 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

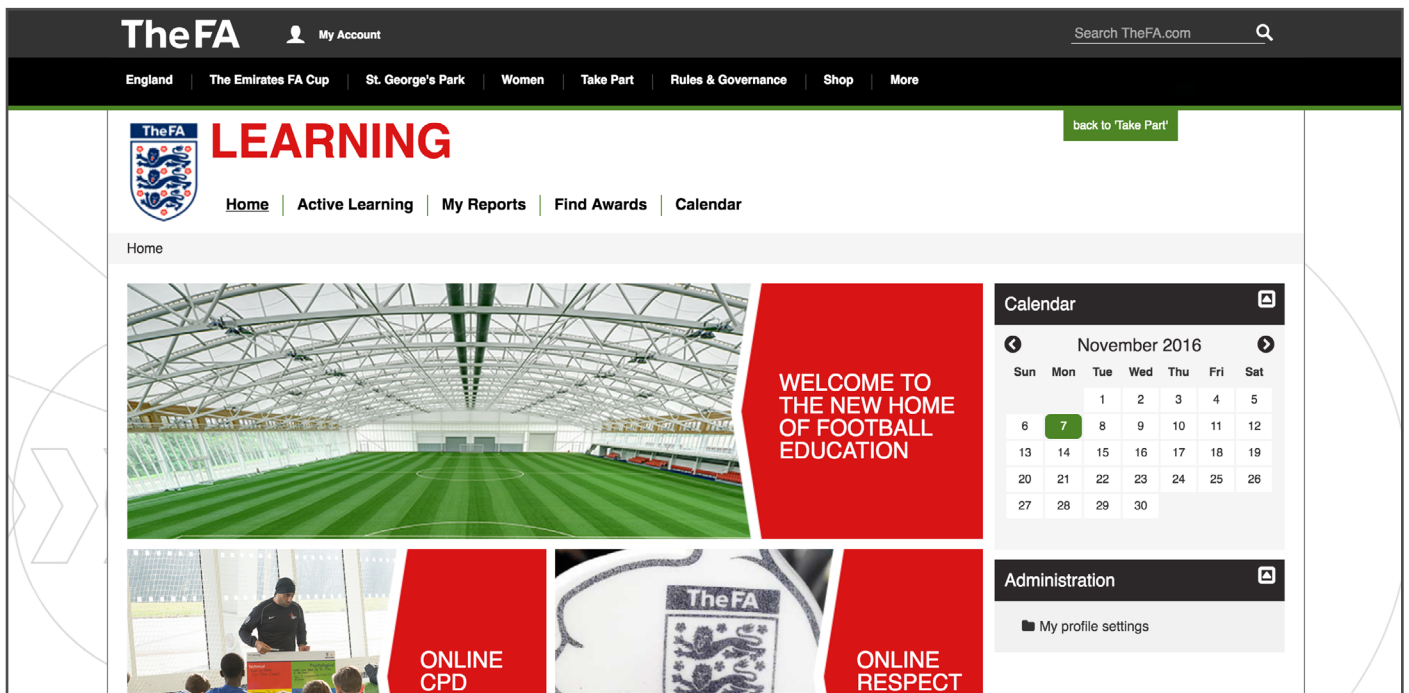
3. When you have clicked on 'Sign In' a screen like this should open.

Enter your FAN and password.



The screenshot shows the 'SIGN IN' page for The FA. The header includes navigation links: Tickets, Merchandise, Wembley, St. George's Park, More FA Sites, and a 'Sign in' button. Below the header, the 'SIGN IN' title is prominent. A sub-header reads 'SIGN IN YOUR FOOTBALL ACCOUNT'. There are three social media login buttons: 'Sign in with Facebook', 'Sign in with Google', and 'Sign in with Twitter'. Below these, an 'OR' separator is present. The 'Email or Fan' field has a placeholder 'Enter your email or fan...' and a red exclamation mark icon. The 'Password' field has a placeholder 'Enter your password...'. A 'Remember Me' checkbox and a 'Password Reset' link are also visible. A blue 'SIGN IN' button is at the bottom left, with a link 'Don't have an account?' below it. On the right, there is a large image of a person cheering with the FA crest. A 'BACK TO TOP' button is in the bottom right corner.

4. This will take you to a screen like this. It looks very similar to the first screen but now it says 'My Account' instead of 'Sign In'



The screenshot shows the 'My Account' page for The FA. The header includes navigation links: England, The Emirates FA Cup, St. George's Park, Women, Take Part, Rules & Governance, Shop, and More. A search bar is on the right. The main content area is titled 'LEARNING' and includes a 'Home' section. A large image of a football pitch is shown, with the text 'WELCOME TO THE NEW HOME OF FOOTBALL EDUCATION'. Below this, there are two smaller images: one of a person in a classroom and another of a football jersey. The 'ONLINE CPD' and 'ONLINE RESPECT' sections are visible. On the right, there is a 'Calendar' section for November 2016, showing dates from 1 to 30. Below the calendar is an 'Administration' section with a link to 'My profile settings'.

5. Click on the words 'Active Learning' where the blue arrow is pointing. This will open a drop down box.

Click on the words 'Required Learning'.

The next page will be more personal to you but scroll down to find Certifications.

Click on 'The FA Safeguarding Certificate'

6. This will take you to the page shown below. Scroll down and click on 'Launch Course'.

Course name	Actions	Status
Online Safeguarding Children Re-Certification	LAUNCH COURSE	

The course page will open.

Scroll down and begin the course, working through each of the five modules.

Once complete, your certificate will be available to download and print off.

Please note: The FA no longer prints and distributes certificates for this course but your FAN will be updated.

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:

Education@TheFA.com

Revisiting the course?

If you have already enrolled on the course using the steps above, you can revisit the course by logging into the LMS (steps 1-3) and clicking on the button below to open to course page:

REVISIT THE COURSE HERE