



## How to access the Safeguarding for Committee Members course

### 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](#)

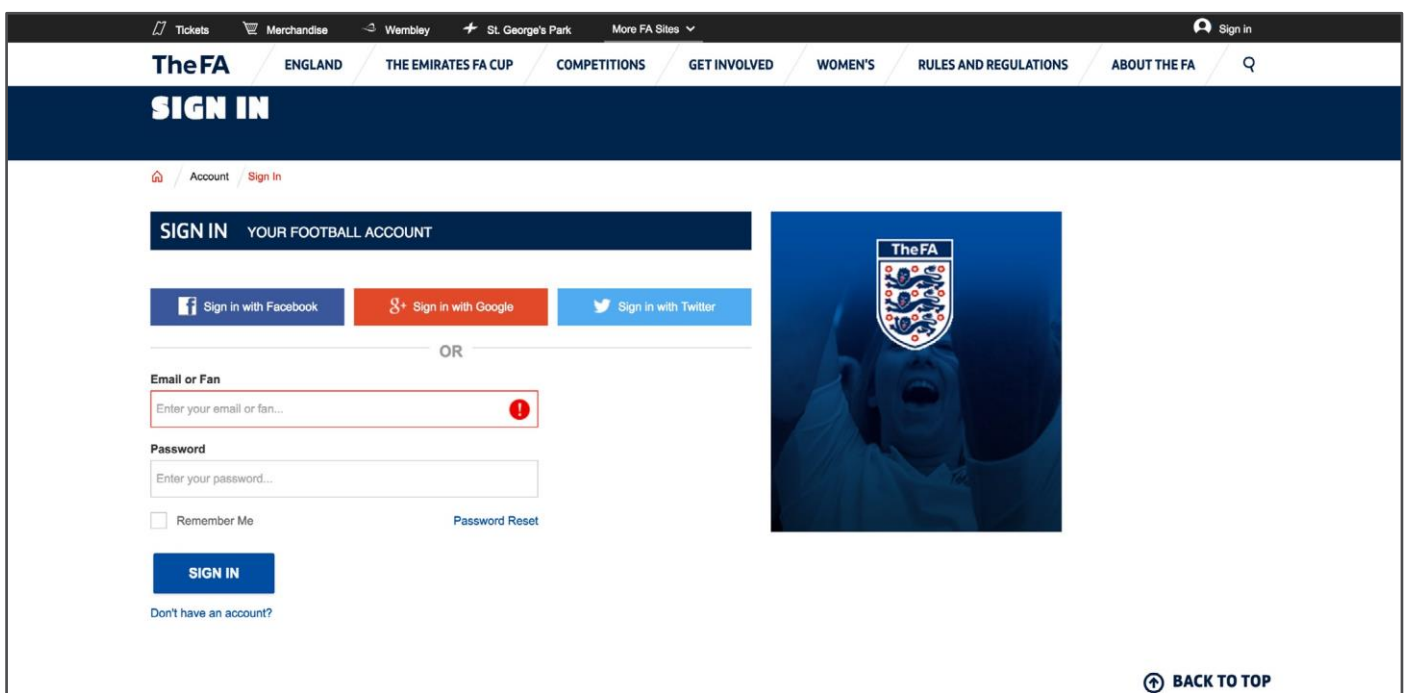
### Accessing the course

Once you have your FAN and password follow these steps:

1. Click below to open the Learning Management System.

[OPEN THE LMS PAGE](#)

2. Click 'Sign In' at the top. Enter your FAN and password.



3. Open the course page.

[CLICK HERE](#)

4. Next you will need to enrol yourself onto the course. Simply click 'Enrol Me'.

The screenshot shows the 'TheFA LEARNING' website. The main navigation includes 'Home', 'Active Learning', 'Find Awards', and 'Calendar'. The breadcrumb trail is 'Home | Safeguarding for Committee Members | Enrolment options | Enrolment options'. The page title is 'Enrolment options' with a sub-heading 'SAFEGUARDING FOR COMMITTEE MEMBERS'. There is a back arrow icon and the section title 'Self enrolment (Learner)'. Below this, it states 'No enrolment key required.' and features a red 'ENROL ME' button with a right-pointing arrow.

5. This will take you to the course screen. Scroll down and select 'Before You Start' to begin.

The screenshot shows the course page for 'Safeguarding for Committee Members' on TheFA Learning. The top navigation bar includes 'TheFA My Account', a search bar, and links for 'England', 'The Emirates FA Cup', 'St. George's Park', 'Women', 'Take Part', 'Rules & Governance', 'Shop', and 'More'. The main header features 'TheFA LEARNING' and navigation links: 'Home', 'Active Learning', 'My Team', 'My Reports', 'Find Awards', and 'Calendar'. A 'back to Take Part' button is visible. The breadcrumb trail is 'Home | Safeguarding for Committee Members'. A 'TURN EDITING ON' button is in the top right. The main content area has a large banner with the TheFA crest and the text 'SAFEGUARDING FOR COMMITTEE MEMBERS' and 'FOR ALL'. On the right, there are two admin panels: 'County FA Admin' with a note to 'click here' to access awards, and 'Administration' with a list of options: 'Course administration', 'Turn editing on', 'Edit settings', 'Course completion', 'Competencies', 'Reminders', and 'Users'.

## 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](mailto: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 and selecting the button below.

[REVISIT THE COURSE HERE](#)