

New member signing up process

Have fun. Make friends. Be part of the team.
Hampstead welcomes girls and boys of all ages from 5 -18

Teamwork
Respect
Enjoyment
Discipline
Sportsmanship



Parents need to do three things when joining the Club:

1. Sign up with the Club on Pitchero and download the Pitchero app
2. Pay subs
3. Register and affiliate your child on the RFU's GMS system

1. Signing Up with the Club

Go to hampsteadrugbyclub.co.uk

Click on Join in the top right hand corner – this will take you to the screen below. **Please note the blue box ('Signing up for your child?')**

Fill in the details **for you** and then click 'Join this club'.

Note the password is required to be 10 characters long.







Join Hampstead RFC

Signing up for your child?

Please enter **your details** below to register as a parent.
You will add your child's details later in the process.

First name	Last name
<input type="text"/>	<input type="text"/>
Email	
<input type="text"/>	
Password	
<input type="text"/>	
Telephone (Optional)	
<input type="text" value="+44 (United Kingdom)"/> <input type="text"/>	
Date of birth	
<input type="text" value="1st"/>	<input type="text" value="January"/> <input type="text" value="2007"/>
<input type="button" value="Join this club"/>	

Get these amazing benefits

-  Check out the latest news with the Club App
-  Confirm your selection online in seconds
-  Access private team videos and photos
-  Contribute to private forums and leave comments
-  Make club payments online
-  Receive club news direct to your inbox

This will take you to the screen below. You are required to sign up to the terms of service and Hampstead RFC Consent.

Validate you are a human and hit next.

Join Hampstead RFC

Signing up for your child?

Please enter your details below to register as a parent. You will add your child's details later in the process.

☐ Terms of Service Required

I agree to the Pitchero **Terms of Service** and acknowledge my data will be stored, processed and shared by Pitchero in accordance with their **Privacy Policy**.

☐ Hampstead RFC Consent Required

I agree to the relevant Hampstead RFC **Policies** and give consent for my data to be stored and processed for use in their management system which helps to organise the playing and enjoyment of sport for its members.

☒ Pitchero Product Updates Optional

I am happy for Pitchero to contact me from time to time regarding my account and with details of the Pitchero product range and services which may be of interest via email, post, telephone or text message. You can unsubscribe by un-ticking the box, clicking the unsubscribe link in any email footer or by emailing support@pitchero.com

☐ Pitchero Partners Optional

From time to time, we would like to contact you via email with details of products and services offered by sports focused brands, and ask you to participate in related market research. If you consent to us contacting you for this purpose (or a third party organisation engaged to contact you on our behalf) please check the box. Allowing information from Pitchero Partners helps to keep Pitchero's fees low and saves money for your club/league/county. You can unsubscribe at any time by clicking the unsubscribe link in any email footer or by emailing support@pitchero.com

☐ I'm not a robot



Next

Get these amazing benefits



Check out the latest news with the Club App



Confirm your selection online in seconds



Access private team videos and photos



Contribute to private forums and leave comments



Make club payments online



Receive club news direct to your inbox

This will take you to the screen below. **You are still entering your details.** Parents should apply to be a **Club Member** and **Parent**, not a **Player** (unless they also want to play for an adult's team).

Apply for roles?

Skip

You're now registered at Hampstead RFC! Would you like to apply for any club roles?

☒ **Club Member**

View private areas of the site including team selection, player stats, videos and photos.

☐ **Player**

Manage availability and receive instant notifications when you've been selected to play.

☐ **Coach**

View private areas of the site and download club coaching material.

☒ **Parent**

Receive team updates direct to your inbox and manage availability for your children.

☐ **Team Admin**

Manage fixtures, select match day squads and communicate with players and parents for your team.

☐ **Webmaster**

Manage multiple aspects of the club website including Membership, Payments, Club Content and more!

Next step

You will then see the following screen:

Add your children to apply for the Parent role.

[Skip parent application](#)

Start typing the name of your child in the box. If they are not already on the system you will see this message:

Add your children to apply for the Parent role.

[Click here if your child is not in the list.](#)
[Skip parent application](#)

Now you are adding your child's details. Click on the drop-down box. Fill in their details – First name, Last name, which team they are applying for – and click Add. You will then have the chance to add additional children if you have more than one joining the club.

Add your children to apply for the Parent role.

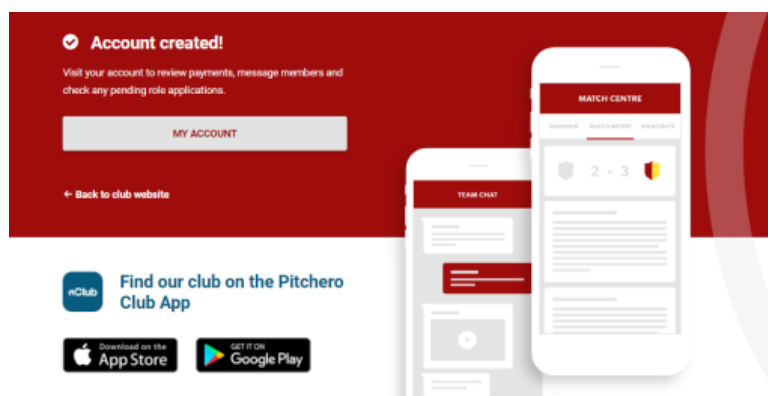
First name
Bartholomew

Last name
Simpson

Team
Under 11s

[Add](#) [Cancel](#)

If you don't have any additional children click 'Next step' and it will take you to the final screen below.



You will have received an email please click on the link to validate your email address.

Returning to the above screen, clicking my account allows you to enter your address and there is a link to the Club's Code of Conduct that you are required to sign up to, and the junior help agreement and media consent preferences.

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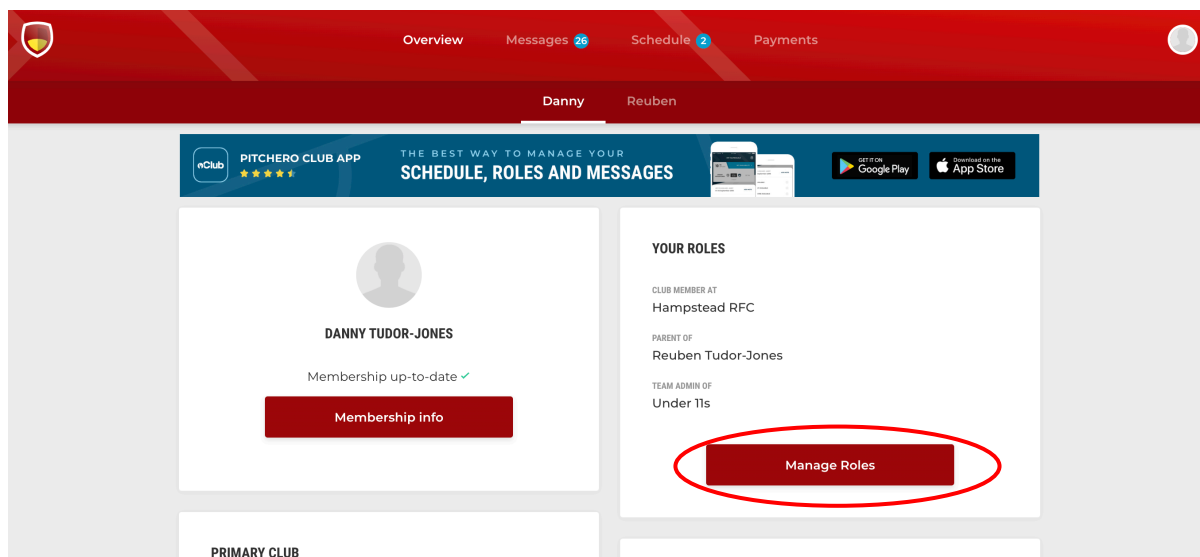
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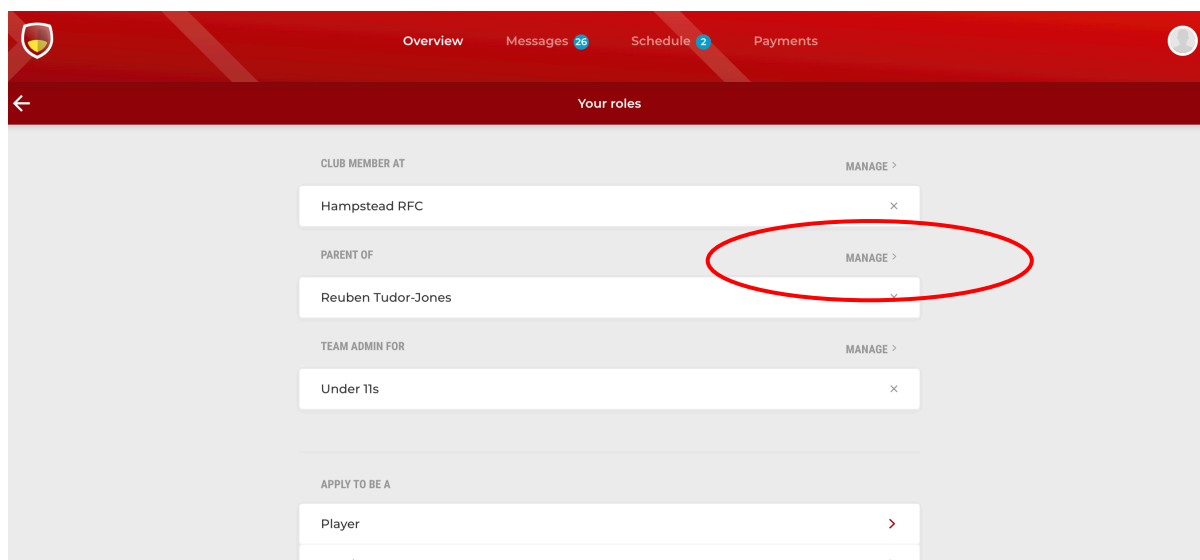


1a. adding another child to your account

If you want to register another child with the club you need to log into your account at <https://www.hampsteadrugbyclub.co.uk/>



Go to Manage Roles



Click Manage....

Search for your existing child, then click the prompt to add a new member.

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The screenshot shows the 'ADD A CHILD' modal in the Hampstead RFC Parent app. The modal is open, and the 'Add child' button is highlighted with a red circle. The modal contains a search bar with 'Tud' entered, a list of members, and a message: 'Can't find the member you're looking for? Click here to add a new member.' The background shows the 'PARENT' screen with a list of children, including 'Reuben Tudor-Jones'.

Fill in the name and team details for the new child and click Add child to submit the application....

The screenshot shows the 'ADD A CHILD' modal in the Hampstead RFC Parent app. The modal is open, and the 'Add child' button is highlighted with a red circle. The modal contains fields for 'FIRST NAME', 'LAST NAME' (with 'Tudor-Jones' entered), and 'TEAM' (with 'Not a player' selected). The background shows the 'PARENT' screen with a list of children, including 'Reuben Tudor-Jones'.

There may now be a slight delay as the club is required to review and validate you and your child's application

Once approved, please log into your account and you will see your child's name; selecting this you will have a button to **Update Info** for your child's record. Please complete as much information as possible, but at a minimum:

- Their date of birth
- An emergency contact name and number ("ICE")
- Any medical information that we need to know (eg allergies) if there are none type N/A to confirm it has been reviewed
- Agree to the code of conduct on their behalf

Congratulations! You have now registered with the Club.

2. Paying Subs

We allow new players three 'taster' training sessions before we ask you to pay subs. Our subscription fees have two parts:

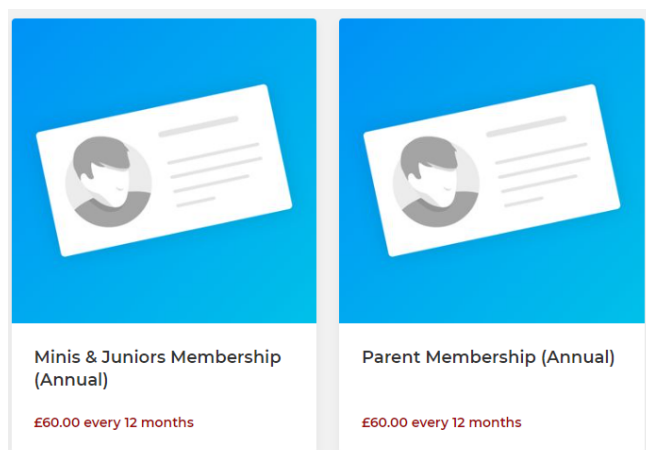
- One 'Minis and Juniors' subscription per child per season (currently £60); **AND**
- One 'Parent' subscription per family per season (currently £60).

So if you have one child at the club, the annual subs are £120, two children = £180 etc.

To pay subs for the player and a parent please follow below links.....

<https://www.hampsteadrugbyclub.co.uk/payments/minis--juniors-membership-annual-22765.html>

<https://www.hampsteadrugbyclub.co.uk/payments/parent-membership-annual-22766.html>



Please note – these products set up direct debits, so will automatically take the subscription payments in future seasons. If you leave the club, please cancel the direct debit. Please do not set up additional direct debits in future seasons.

3. Register your child on the RFU's GMS system

All players must be registered (was called 'affiliated' until this season) on the RFU's Game Management System (GMS) before they are allowed to play for the Club. Here is a link to the Hampstead page on GMS....

<https://gms.rfu.com/GMS/Dashboard/Organisation/463>

For NEW players please see instructions here for setting up a new account on GMS:

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<https://help.rfu.com/support/solutions/articles/103000064034-new-age-grade-player-registration-for-a-parent-guardian>

For EXISTING players transitioning to a new age grade, you must re-register your child at the start of each season. Instructions are here:

<https://help.rfu.com/support/solutions/articles/103000064058-renew-age-grade-child-registration-process>

GMS provides the option to pay for membership. **Please ignore this.**

GMS will provide an RFU ID number for both you and your child, please make a note of this and share with your Team Manager.

Thank you and a very warm welcome to Hampstead RFC!!!!