

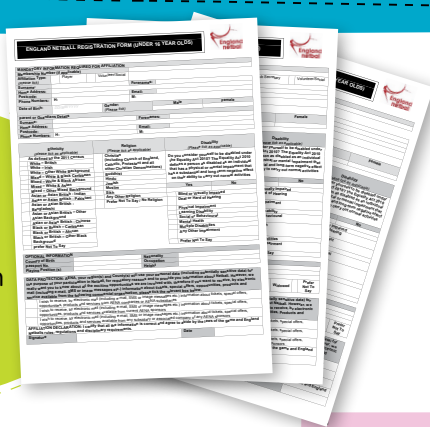


ENGLAND NETBALL MEMBERSHIP USER GUIDE

So you've made the brilliant decision to become a fully-fledged member of England Netball - well done you! A whole world of netballing fun awaits you, but first you've got to complete a few simple steps...

LET'S GET STARTED!

1. Make sure you complete an England Netball Registration Form, which you can download [here](#).

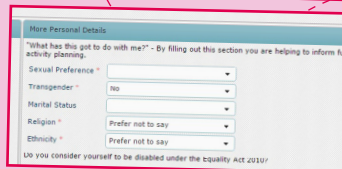
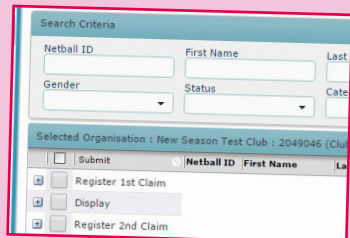


Document Downloads	
	Subject
view	2015/16 Season Adding Attachment to Individual User Guide
view	2015/16 Season Amend Contact Details & Membership Cards
view	2015/16 Season Bulk Affiliation User Guide
view	2015/16 Season Club Secretary Letter
view	2015/16 Season Mandatory Data FAQ's
view	2015/16 Season MyNet FAQ's
view	2015/16 Season MyNet View Only Access User Guide
view	2015/16 Season Registration Form 16 & 17
view	2015/16 Season Registration Form 18 & over
view	2015/16 Season Registration Form under 16
view	AGM Notices September 2015
view	AGM September 2015 Elected Director Ballot Papers
view	Articles of Association

2. There are some super handy user guides available to download from **My Net, Document Downloads** - so give these a read before starting the affiliation process.

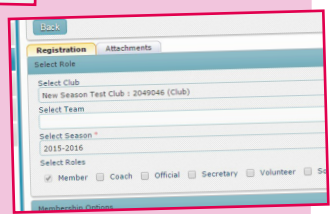
3. DON'T FORGET! Every club **MUST** have a Club Secretary and a Safeguarding Officer (aged 19+) - and you must name these roles in your first submission.

1. To update these roles you need to click on **Register 1st Claim**, next to the chosen club member's name.



2. When you have updated their personal data, click **Next**.

3. On the next page, make sure that either Secretary or Safeguarding boxes are ticked, then click **Save**.



4. These players will then be placed in the **Submit Affiliations Basket**.

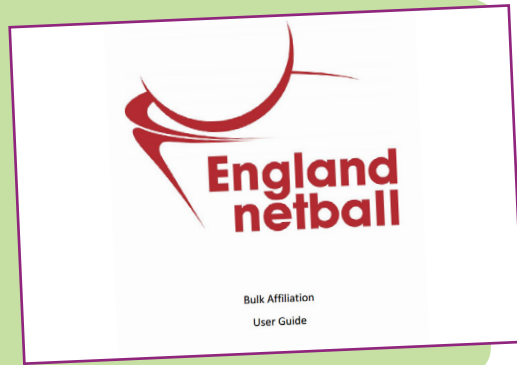


DON'T WORRY!

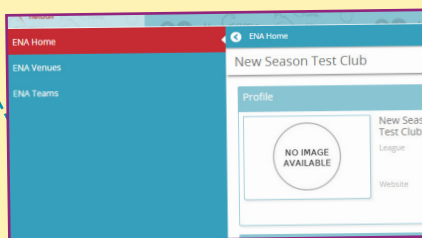
If you're feeling totally baffled by all of this - we can help. Contact the Membership Department 01462 442344 option 2 or email affiliations@englandnetball.co.uk. This is a really busy time for us, but we will do everything we can to answer your questions, so please bear with us!



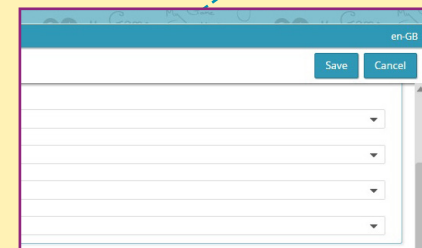
4. The rest of your team can be affiliated using the Bulk Affiliation Tool. For information on how to use this tool, download the **2015/16 Season Bulk Affiliation User Guide** from **My Net, Document Downloads.**



5. It's not just about your players - we also want to know about your venues! Make sure you provide the Court information at the venues that you supplied to England Netball last season.

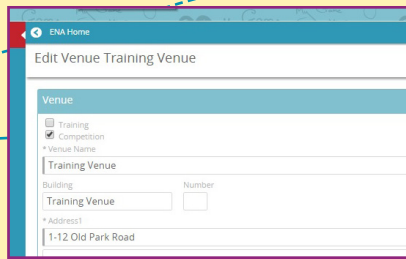


1. Go to the **Club Mandatory** page, and select **ENA Home**.

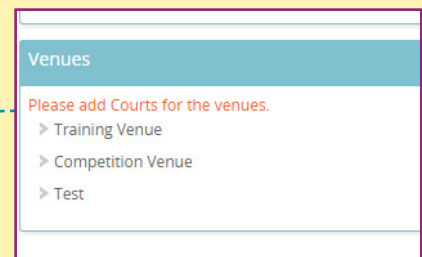


4. Then complete all of the fields which have * next to them and click **Save**.

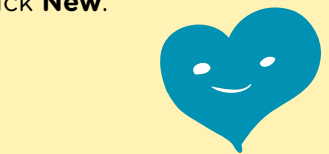
2. Click on each venue that you have listed on that page.



5. If you have more than one venue, do the whole thing again for each one!



3. Scroll to the bottom of the page where you see Courts, then click **New**.



6. When you've finished the red writing above your venue list will disappear - simples.

Top Team Tips

The start of the season can be a little daunting for everyone - but especially if you're a brand new member! Here are some tips for coaches, captains and club secretaries to help make the newbies feel at home:

- Introduce yourself to new players who might not know you. Being visible and approachable is really important.
- Make sure you have the contact details of your team members, and that they have yours!
- Create a Facebook, Whatsapp, or Viber group as a platform to share events, photos and fixtures.
- Create something unique such as a player of the week trophy, teddy bear or t-shirt that recognizes different people regularly.
- Motivate others where you can, this can include encouraging players to complete fitness sessions outside of netball via your group forums.
- Be early to trainings and matches - lead by example and be the inspiration for your team.

