To register an existing or new club, please visit http://www.volleyballengland.org/membership/membership_home/club_membership. This will take you to the registration area. If you're registering a new club, please go to page 2 of this document. If you are registering an existing club i.e. that has been registered with Volleyball England before, please head to page 5.

| Club - for clubs competing in either the National Volleyball League, BUCS, AOC, Local or Regional leagues | £5 million **Public Liability Insurance** covering club activities |
| --- |
|   Right to enter all official Volleyball England **competitions and tournaments** |
|   New Hotel Offer & Discounts (International Hotel Group) |
|   Help with funding for your club |
|   **Personal Coach Accident Cover** of up to £5 million |
Click join us [online under join now. Please complete all of the details below. You may find that some of this data has already been completed. This information helps us learn more about your club, and you as a valued Volleyball England member, so please do complete as much as possible.

### Register a New Club

**About you**
- **First Name**: [Input]
- **Surname**: [Input]
- **Address Line 1**: [Input]
- **Address Line 2**: [Input]
- **Address Line 3**: [Input]
- **Town**: [Input]
- **County**: [Please select]
- **Postcode**: LE37 5DJ

Please note you must enter at least one phone number.

**Telephone work**: [Input]
**Telephone home**: [Input]

**Email**: [Input]
**Phone**: [Please select]
**Club**: [Please select]
**Website**: [Please select]
**Website**: [Please select]
**Gender**: [Please select]
**Age**: [1] Jan 1975
**Date joined**: [Input]
**Date of birth**: [Input]

**Disabilities**
- Do you suffer from a long term illness or health problem that limits activity? [No]
- Do you suffer from a disability that restricts the sort of activity in which you participate? [No]

**Have you and your club**
- Junior under 18 section [ ]
- Caters for disability [ ]
- Suitable for beginners [ ]
- Club is open to public [ ]
- Junior only club [ ]

**Number of club members**
- 0-20 [ ]
- 21-50 [ ]
- 51-100 [ ]
- 100+ [ ]

**Participation**
- Highest participation level: [Regional]
- Participation frequency: [Three or more times a week in previous 12 months]
- What is your favourite form of volleyball? [Indoor]
- What other sports do you play? [Basketball]
- How often? [Once a week in previous 12 months]

**Please tick the boxes relevant to your club**: [ ]

**Provide the number of teams in your club**
- Male [ ]
- Female [ ]
- Mixed [ ]
- National Volleyball League [ ]
- Regional League [ ]
- Local League [ ]
- Junior [ ]
- Beach [ ]
- School [ ]
- Recreational [ ]
- BUCS [ ]
- ECS [ ]
- Sitting Volleyball [ ]

**Other, please specify**: [ ]
Please complete the information below. This will appear on the Volleyball England “Club Finder” page to help members of the public locate your volleyball club. This is a great way of attracting members to your club, so do make sure the information is accurate and up to date!

![Register a New Club](image)

When you reach the **Confirmation** and **Disclosure** page, you are ready to pay your affiliation fee. This is £40 for new clubs, and £89.50 for existing clubs.

We would like to know about each individual member at your club because we want to proudly state how many people play Volleyball.
We would also like to know this information as we want to communicate with everyone. When you provide an e-mail address the individual member will be given access to the member services area and will be able to maintain their own data and access additional information, including codes to purchase discounted products from the shop and partners of Volleyball England.

You can manually enter player details. Please also tell us who is your Club Chairperson, Club Secretary and Treasurer. You must tell us who your Club Welfare Officer is (previously known as Safeguarding) they must have appropriate qualifications. From the 2016/17 season, all volleyball clubs must have a Club Welfare Officer. Please see page 7 of this document for more details.

Alternatively, you can drag and drop an excel file of your player’s details. Please indicate who is the Club Chairperson, Club Secretary, Treasurer and Club Welfare Officer. We will add these details to our systems.

Your registration for the 2016/17 season is now complete! Thank you and best of luck for the season ahead.
For an existing club, please log in to your Volleyball England Membership area. To log on you will need to be listed as the current secretary. If you aren’t, or you’re experiencing trouble with registering please call us on 01509 227722 or email info@volleyballengland.org and we will register you. With an online account you can keep track of your affiliation here and see when renewals are due. Please click PAY ONLINE to begin the process.
We would like to know about each individual member at your club. We would like to know this because we want to proudly state how many people play Volleyball. We would also like to know this information as we want to communicate with everyone. When you provide an e-mail address the individual member will be given access to the member services area and will be able to maintain their own data and access additional information, including the purchase of discounted products from the shop and partners of Volleyball England.

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Your registration for the 2016/17 season is now complete! Thank you and best of luck for the season ahead.
The CPSU and NSPCC now require community sports clubs to have the following in place in regards to their provision for the safeguarding of children and venerable adults:

**Adult Clubs**

- The Club Welfare Officer has to complete the Sports Coach UK Safeguarding and Protecting Children Workshop - this can be done either [face to face](#) or [online](#).
- Other safeguarding courses from other sports or professional capacities are acceptable as long as it was a face to face course.
- Club Welfare Officers are required to upload their course details onto their [online profile](#) for authentication.

**Junior Clubs**:

- The Club Welfare Officer has to complete the Sports Coach UK Safeguarding and Protecting Children Workshop - this can be done either [face to face](#) or [online](#).
- Other safeguarding courses from other sports or professional capacities are acceptable as long as it was a face to face course.
- The Club Welfare Officer have to complete a Time to Listen Course (volleyball specific or a multisport course) Courses are detailed [here](#)

**Uploading your qualifications as the Club Welfare Officer**

- Your club secretary has to nominate you as the Club Welfare Officer. Please check that they have done this. Once this is done……..
- Log onto your member profile [here](https://volleyballengland.org/member/login)
- Upload your Safeguarding and/or Time to Listen certificate. Please ensure they are uploaded in the personal documents file upload. This will be visible when you log onto your profile.

**Personal Documents File Upload**

Please browse for your relevant documents and then press submit below to upload your documents.

**Club Welfare Officer Basic Safeguarding Certificate:**

If you are a Club Welfare Officer please upload your Basic Safeguarding Certificate. Remember to add your certificate details in the Club Welfare Officer section of the Club Details page.

Browse...

**Club Welfare Officer Time to Listen Safeguarding Certificate:**

If you are a Club Welfare Officer please upload your Time to Listen Safeguarding Certificate. Remember to add your certificate details in the Club Welfare Officer section of the Club Details page.

Browse...

- Next click on the club details tab, then click on the Club Welfare Officer tab

- Click on the edit button
A GUIDE TO REGISTERING YOUR CLUB

- You will then be invited to input the details of your courses

  Safeguarding Officer

  Please confirm you have attended the Basic Safeguarding Course.

  Confirm: [ ] I confirm I have attended the above course

  When did you attend:

  Where did you attend:

  Please upload your certificate in the document drop area on your members home page. Please title the file "Basic Safeguarding Course" with appropriate extension.

  Please confirm you have attended "Time to Listen Training Workshop".

  Confirm: [ ] I confirm I have attended the above course

  When did you attend:

  Where did you attend:

  Please upload your certificate in the document drop area on your members home page. Please title the file "Time to Listen Training Workshop" with appropriate extension.

- Click on the save details button