CREATE A COACH PROFILE

I ALREADY HAVE A SCRUMS ACCOUNT

If you already have a **SCRUMS** account, you can login to your existing **SCRUMS** account to create your Coach Profile.

If you don't have a **SCRUMS** account, before creating your Coach Profile, you will first need to register on **SCRUMS**. Separate guidance for this process can be found **here.**

STEP 1

To navigate to the **SCRUMS** login / registration page, please follow the link below;
https://scrums.scottishrugby.org/login

To Login, enter your email address and password. Then, click the '**Login**' button.

PLEASE NOTE: If you have an existing **SCRUMS** account you **DO NOT** need to register a new **SCRUMS** account to create a Coach Profile.

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STEP 2

From the **SCRUMS** dashboard navigate to '**My Profiles**'. This is available from the sidebar and **SCRUMS** dashboard tiles, as highlighted.
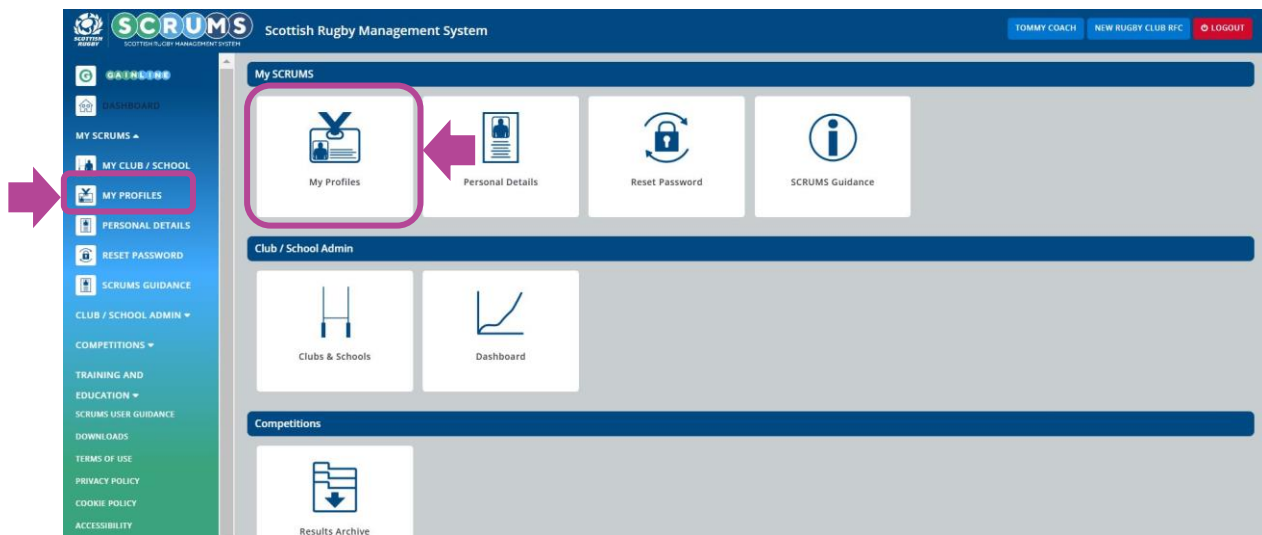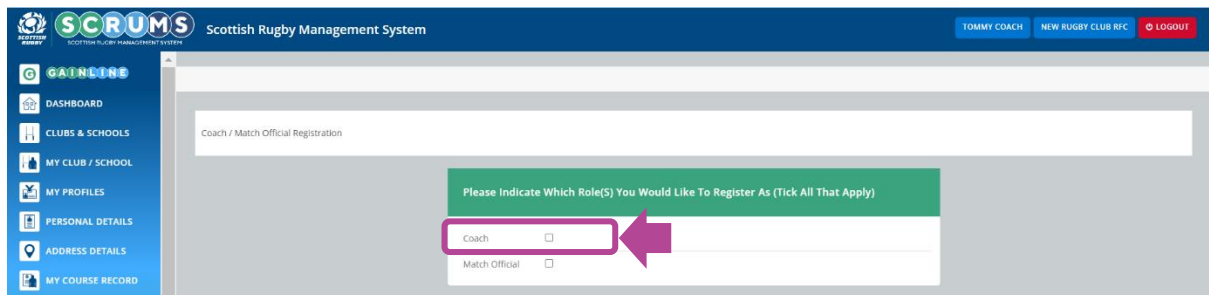

From the '**My Profiles**' page select the '**Create Coach/Match Official Profile**' tab at the top of the screen.

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STEP 3

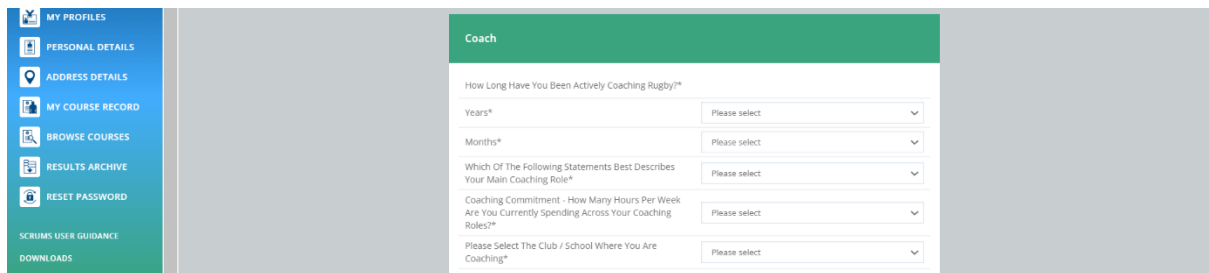To begin creating your **Coach Profile**, please select '**Coach**' from the options available.

You will then be asked to answer questions about the nature of your role and current weekly time commitment.

There is also an option to select the club / school where you are actively coaching. You can select more than one using the '**Add another Club/School**' button.

Please only add additional club / schools if you are ***actively coaching*** with each one selected.

For each club selected, you will be asked if you are involved in coaching youth or mini rugby at that club. For schools, we do not need to ask this question.

Once you have completed your details click on the '**Next**' button as highlighted.

For any further guidance please contact **scrums@sru.org.uk**

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STEP 4

You will be asked to provide detail on the qualifications you hold. All qualifications are relevant.

The information you provide in this section will be checked against Scottish Rugby's records to ensure that we hold the most accurate information on your qualification history.

Please tick the box next to each qualification you have achieved since 2005. If known, please also indicate the date and venue of the course.

If you have completed any other relevant rugby qualifications with another sporting governing body or organisation, you can provide those in the '**Other**' section.

Click '**Add another qualification**' if you need to add more than one. Then, click '**Next**' when complete, to continue to the next section of the form.

PLEASE NOTE: All qualifications will be verified by Scottish Rugby before they appear on your **SCRUMS** record.

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STEP 5

Now, you will be asked to provide your PVG number. If you know your PVG number, please provide it here. Leave this space blank if you do not know, or do not currently have, a PVG number.

PLEASE NOTE: All individuals coaching youth rugby (Under-18 level and below) at a club, must be a member of the PVG Scheme and linked to that club.

More details on the PVG Scheme and the application process can be found **here.**

PLEASE NOTE: Your PVG will be verified by Scottish Rugby before appearing in your **SCRUMS** record.

Click '**Next**' to continue to the final section.
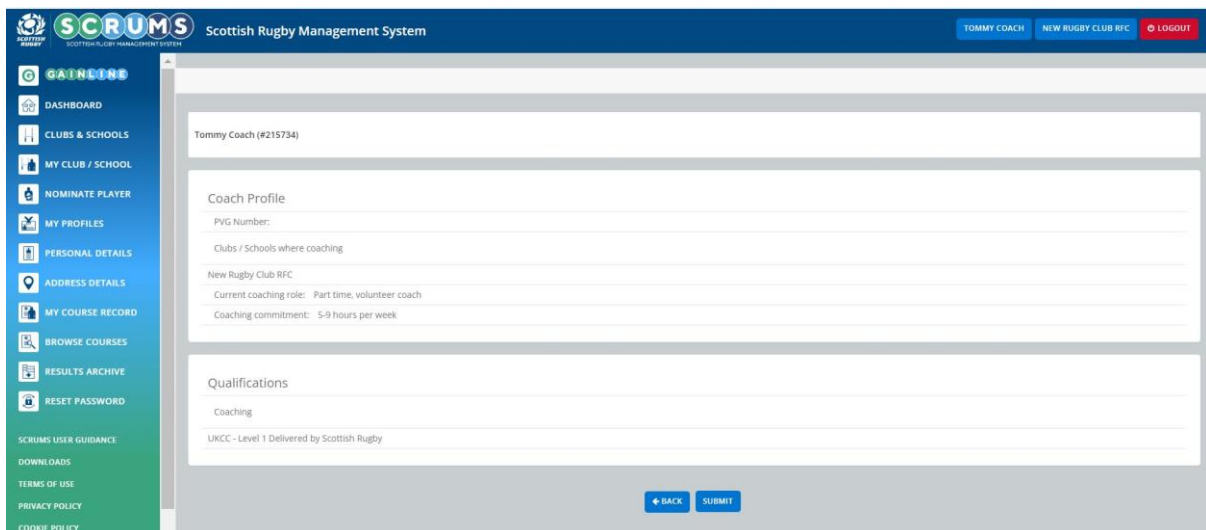
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STEP 6

On this final page you can review the information you have provided. You will see separate sections for '**Coach Profile**' and '**Qualifications**'.

If you wish to make any changes before submitting, you can use the '**Back**' button to navigate back to the page where changes are required.

PLEASE NOTE: If you return to previous pages to update details, please remember to navigate back to this page and click '**Submit**' to create your Coach Profile.
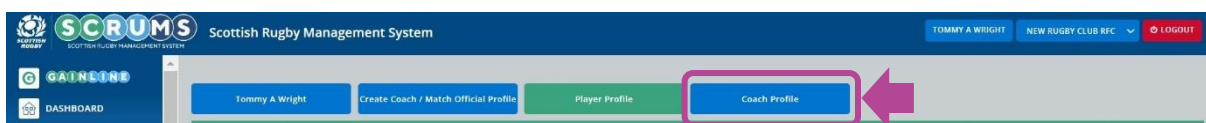

Once you are happy with the information you have priveded click '**Submit**' to create your Coach Profile.

You have now successfully created your Coach Profile, which you can access from the '**My Profiles**' section on SCRUMS.

For any further guidance please contact **scrums@sru.org.uk**

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LOGIN TO SCRUMS

You can login to your account at any time from the **SCRUMS** main login page, here:
https://scrums.scottishrugby.org/login

Forgot your Password? Don't worry you can reset it from the **SCRUMS** main login page, here:
https://scrums.scottishrugby.org/password/reset