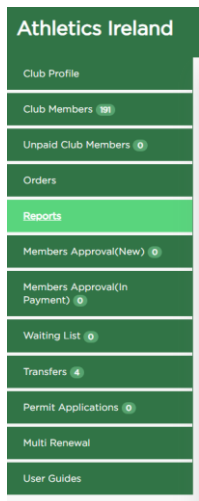


Accessing the Coaching Database for Club Secretaries

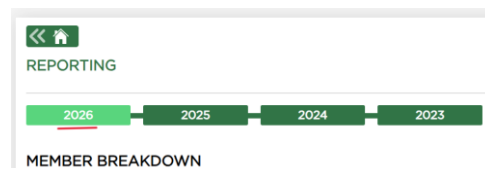
Here are the steps to access the Report for registered coaches within your club.



When you log into your club profile, you will have access to the club dashboard options on the left hand side of the screen.

To access the Coaching Register Report for your club, click on the field as shown in the image.

On the reports page, ensure you have clicked on the current year for the most relevant and up to date information.



Scroll down the page to find the Club Coaches Report.



Click on the Download icon and an excel report will download with the latest information on current Level 2 and Level 3 coaches registered to your club.

This report will also provide confirmation if these coaches are Garda Vetted. Please note that their coaching licence will not be approved if their Garda Vetting has lapsed.