

NRL LEAGUESAFE COURSE



The NRL Leaguesafe Course will now be delivered via online learning and no longer delivered face to face. The following document outlines the new processes & procedures around the Leaguesafe Course, and hopefully answers any questions you may have with respect to the changeover.

[NRL On-field Policy – Who has to do the course?](#)

As part of the NRL's on-field policy, all official personnel over the age of (14) years who enter the field of play, must possess a minimum of an NRL Leaguesafe Certificate of Completion.

[NRL Leaguesafe Course – Where and how can we do the course?](#)

The ensuing pages of this document outline the exact process for a participant to complete the Leaguesafe Course. The Leaguesafe Course will be hosted at www.etrainu.com and will be at a cost of **\$20.00** per participant.

[Resources – Think Books](#)

The 'Think Book' resource will be available to participants for electronic download. The participant will have access to this whilst they complete the course.

[Database](#)

All candidates who successfully complete the Leaguesafe Course will automatically populate to the National Accreditation Database.

[Confirmation of Accreditation & Club Requirements](#)

All candidates will need to print off the '**Acknowledgement Statement**' available to them after they complete their course. The candidate will need to sign this and return the top half to their club. The bottom half will need to be signed and kept by the candidate as identification of course completion.

[Club Requirements – Acknowledgement Statements](#)

At completion of the course, the candidate must sign an acknowledgement statement and provide this to their club. It is the club's requirement to store these acknowledgement statements.

[User Guide](#)

The rest of this document is a "User Guide" for the NRL's Leaguesafe Course.

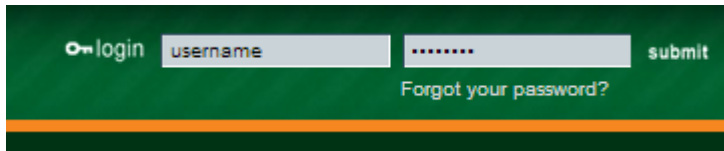
STEP BY STEP ONLINE LEAGUESAFE GUIDE

1. Go to the web address <http://www.etrainu.com/nrl-league-safe.cfm>



2. Click on the 'Leaguesafe' button to purchase the course.
3. Follow the instructions to create a new account and then proceed with payment via credit card.

If you already have an account please [log in](#) first by entering your etrainu username and password into the top right hand corner. Then go to <http://www.etrainu.com/nrl-league-safe.cfm> and select the 'Leaguesafe' button to purchase the course.



4. Carefully read the terms and conditions and right click on the tick box if you agree to the terms and conditions and wish to continue.
5. Go to the 'Training' page and double click on the course name to begin training. If you wish to download the Leaguesafe "Think Book" manual before commencing the training, follow the link at the bottom of the page and then right click to "save". The manual will be downloaded as a pdf content that you can open as a document or print to hard copy.
6. Complete the training by following the prompts step by step through each phase of the program.
7. When you have viewed the slideshow and the videos, the assessment will follow. Using the Think Book and the information you have gained through the online presentation, complete the questions. You require 100% to pass this assessment and to receive your Leaguesafe certification.
8. Once you have answered all questions 100% correctly, your certificate and card can be downloaded by clicking on the pdf icon under the "Public Certificate" heading on the 'my training' page.



my etrainu | my training | my assessment

9.

Public Certificate	Status	Progress
	COMPLETE	<div style="width: 100%; background-color: green; color: white; text-align: center;">100%</div>

Save a copy of your Certificate/card and the 'Acknowledgement Statement' in the "documents" file of your computer. You will need to have Adobe Reader installed on your device to download and view your certificate. This can be downloaded for free at <http://get.adobe.com/reader/> or <http://www.adobe.com/au/products/reader-mobile.html>

10. Print the Acknowledgement Statement and read carefully before signing. By signing the statement you are verifying that you were the person who completed the training and that you understand and accept the boundaries and responsibilities of the Leaguesafe role.
11. You will need to provide a signed copy of the Certificate and the Acknowledgement Statement to your club before being allowed to operate in the Leaguesafe Trainer role. Failure to provide the paperwork supported by proof of identification will prevent access to the field of play.

The club will retain your signed statement on file to verify your confirmation of learning. Should you change clubs you will be required to print a new copy of the receipt and the 'Acknowledgement Statement' and repeat the signing and lodgement process with your new club.

Should you lose the copy of your Acknowledgement Statement, you can enter the etrainu website and, using your existing account details, enter the site and download a copy of your receipt and Acknowledgement Statement.

Clubs are advised to retain the copy of the Leaguesafe Trainers Acknowledgement Statement with other necessary declarations and financial records required. Club Administrators are advised to learn and understand their responsibilities in Risk Management and ensure staff are suitably certified.

NRL Education, Training & Research Team

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