



JUSTGO

Club Affiliation Guide

Club Registration and
Club Registration (Adult Only)





#MAKINGSPORTLIMITLESS



This is the landing page for the system and allows you to login as an existing member of Scottish Archery. New members can click on the 'Sign Up' button.

Sign Up



First time accessing the system as an existing user, please use your registered email address as username and type here.

Log In

Keep me signed in

[Forgot Password?](#) [What's my login?](#)

New Member?

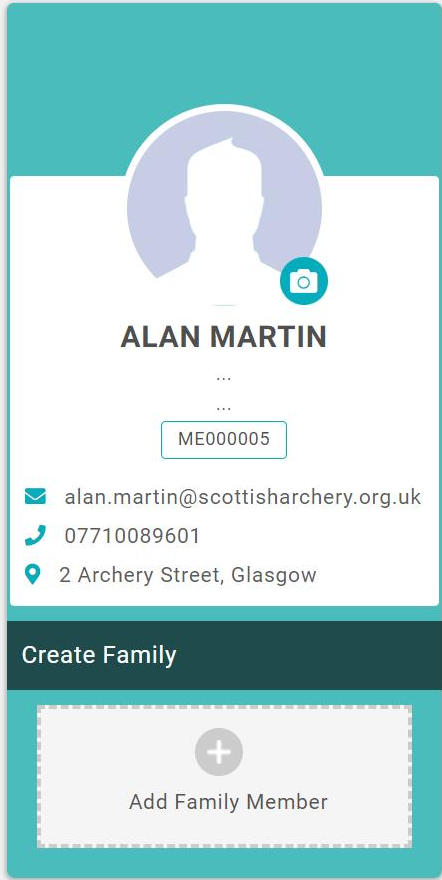
Join the team!

After typing your email please click on 'forgot password' and the system will send you a link and allow you to set a password.

If you are having problems logging in or need further help please contact **Scottish Archery** at techsupport@scottisharchery.org.uk.



You can use the menu above to help navigate the site



ALAN MARTIN
ME000005
alan.martin@scottisharchery.org.uk
07710089601
2 Archery Street, Glasgow

Create Family

Add Family Member

MY PROFILE

PROFILE MEMBER DETAILS **MEMBERSHIP**

Governing Body Categories (Alan Martin)

These are your available categories, click on the relevant category to add or review membership

Direct Members

If you are not part of a club or do not want to join through a club

CLICK TO BEGIN >>

ADD

Associate Members

If you are joining as part of a recognised club

CLICK TO BEGIN >>

ADD

This is the member profile page after you login. There are buttons along the top and also sub menus below to help you navigate.

MY CLUBS

Select Club +

Member Area

JustGo.com

SHOP

- My Profile
- Cart
- Payment History
- Membership
- Events & Courses
- Shop
- Documents
- My Enquiries
- Finance
- Rewards

My Club

- Club Profiles
- Team Profiles
- Data Import
- Club Reports
- Club Members
- Club Affiliation
- Bulk Renew
- Club Credentials
- JustGo Subscription
- Credentials

MY PROFILE

PROFILE MEMBER DETAILS **MEMBERSHIP**

Governing Body Categories (Euan Murray)

These are your available categories, click on the relevant category to add or review membership

Direct Members

If you are not part of a club or do not want to join through a club

+
ADD

MORE INFO >>

Associate Members

If you are joining as part of a recognised club

Next renewal in 20 day(s)

2
ACTIVE

MORE INFO >>

In the MENU section, scroll down and select Club Profiles tile

Test Club

CLUB CHECKLIST

- ★ CLUB PROFILE ?
- 📅 CLUB DETAILS ✓
- 📄 CLUB AFFILIATION ?

★ Club Profile

- ★ CLUB PROFILE
- 📄 CLUB DETAILS
- 👤 CLUB MEMBERS
- 📄 CLUB AFFILIATION
- 📄 CREDENTIALS
- 👤 FAMILIES



Basic Details
Review and update club's basic details

Update Details

★ Test Club (CL000079)

📄 Region



Basic Details

Social Media

Attachments

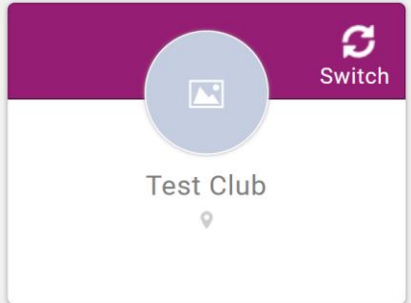
United Kingdom








For members/clubs to be able to purchase associate memberships, your club must either have an active Club Registration for the season 2024/25.

Click on Club Affiliation section






Test Club

- CLUB CHECKLIST**
-  CLUB PROFILE 
 -  CLUB DETAILS 
 -  CLUB AFFILIATION 

★ Club Profile

- ★ CLUB PROFILE
-  CLUB DETAILS
-  CLUB MEMBERS
-  CLUB AFFILIATION
-  CREDENTIALS
-  FAMILIES

Categories (Test Club) 

These are your available categories, click on the relevant category to add or review membership

En Bloc 

+

ADD


CLICK TO BEGIN >>

Club Registration 

+

ADD

MORE INFO >>


Click on red Club Registration tile

Test Club

CLUB CHECKLIST

- ★ CLUB PROFILE ?
- 📄 CLUB DETAILS ✓
- 📄 CLUB AFFILIATION ?

★ Club Profile

- ★ CLUB PROFILE
- 📄 CLUB DETAILS
- 👤 CLUB MEMBERS
- 📄 CLUB AFFILIATION
- 📄 CREDENTIALS
- 👤 FAMILIES

Categories > Club Registration



Benefits

- Display your details on Scottish Archery Website



Club Registration
1 Year Membership

[More Info](#)

If you are a club that caters for both **Juniors and Adults** select this one



Benefits

- Display your details on Scottish Archery Website



Club Registration (Adult Only)
1 Year Membership

[More Info](#)

If you are a club that caters for **Adults only** select this one

This slide shows the set of around Safeguarding & Wellbeing requirements part of the Club Affiliation journey – left hand column shows journey for Club Registration and right hand column shows journey for Club Registration (Adults only)

Club Registration

1 Year Membership

About this membership

Complete the details and get affiliated with Scottish Archery

1. Safeguarding & Wellbeing

Proving safe environments for children and adults to participate in Archery is just as much about creating a positive atmospheres, encouraging children and adults into clubs as it is about protecting both from harm by providing safe environments.

Child Wellbeing & Protection Officer (CWPO) Evidence

Please upload a valid credential

Add

Current (0)

Expired (0)

i You have no active.

Club PVG Processing Contract (Credential)

Please upload a valid credential

Add

Current (0)

Expired (0)

i You have no active.

We confirm that anyone carrying out a regulated role has an up to date PVG and has completed any relevant training *

Club Registration (Adult Only)

1 Year Membership

1. Safeguarding & Wellbeing

Proving safe environments for children and adults to participate in Archery is just as much about creating a positive atmospheres, encouraging children and adults into clubs as it is about protecting both from harm by providing safe environments.

As an adult only club, we can confirm that there will be no U18s involved in any capacity with any activity within or associated with the club *

Read and select that you agree with statement

Required to upload and complete credentials. Once uploaded these will be in a Pending Approval status. A member of staff will then check and approve them or contact you for further information

Read and select that you agree with statement

This slide shows AGB Minimum Standards for Clubs and Committee Role requirements part of the Club Affiliation journey

Club Registration 1 Year Membership

Club Registration (Adult Only) 1 Year Membership

2. ArcheryGB Minimum Standards for Clubs

As an archery club affiliated to Archery GB, it is mandatory to have the following in place in order to meet the minimum standards

I have read and agree to comply with the ArcheryGB's Minimum Standards for Clubs *

Read and select that you agree with statement

3. Roles

The individuals in these roles must be added to your club profile in Sport:80 (ArcheryGB) and JustGo (Scottish Archery) in order to complete your renewal, and updated when changes are made, especially after club AGMs (Annual General Meeting)

- Child Wellbeing & Protection Officer (Welfare Officer as defined by ArcheryGB) ***
Jacqui Dunlop
admin@scottisharchery.org.uk
07762012955
- Chairperson ***
Lyndsay Noon
lyndsay.noon@scottisharchery.org.uk
07736273319
- Club Super Admin (Secretary as defined by ArcheryGB) ***
Euan Murray
euan.murray@scottisharchery.org.uk
07712 526231
- Treasurer ***
Lyndsay Noon
lyndsay.noon@scottisharchery.org.uk
07736273319
- Club Membership Secretary (Data Protection Officer as defined by ArcheryGB) ***
Euan Murray
euan.murray@scottisharchery.org.uk
07712 526231

2. ArcheryGB Minimum Standards for Clubs

As an archery club affiliated to Archery GB, it is mandatory to have the following in place in order to meet the minimum standards

I have read and agree to comply with the ArcheryGB's Minimum Standards for Clubs *

3. Roles

The individuals in these roles must be added to your club profile in Sport:80 (ArcheryGB) and JustGo (Scottish Archery) in order to complete your renewal, and updated when changes are made, especially after club AGMs (Annual General Meeting)

- Wellbeing Officer (Welfare Officer as defined by ArcheryGB) ***
Jacqui Dunlop
admin@scottisharchery.org.uk
07762012955
- Chairperson ***
Lyndsay Noon
lyndsay.noon@scottisharchery.org.uk
07736273319
- Club Super Admin (Secretary as defined by ArcheryGB) ***
Euan Murray
euan.murray@scottisharchery.org.uk
07712 526231
- Treasurer ***
Lyndsay Noon
lyndsay.noon@scottisharchery.org.uk
07736273319
- Club Membership Secretary (Data Protection Officer as defined by ArcheryGB) ***
Euan Murray
euan.murray@scottisharchery.org.uk
07712 526231

Select roles for your club by clicking each of the roles

This slide shows the section that is optional for clubs including uploading a logo and documents

Club Registration

1 Year Membership

Club Registration (Adult Only)

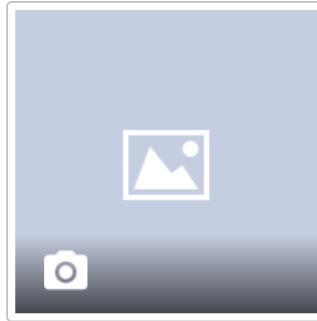
1 Year Membership

4. Club Information

This includes providing a Club logo (appear on Club Finder map), location, documents and region

Club Logo

Please upload a Club Logo



Club Documents (Optional)

Please upload a copy of club documents below

Add

Current (0)

Expired (0)

i You have no active.

This slide shows section for uploading clubs venues – Indoor Location 1 and Outdoor Location 1 are mandatory

Club Registration

1 Year Membership

Club Registration (Adult Only)

1 Year Membership

Training Venues

Share your club venues to display on Scottish Archery website

Select your venue type *

- Indoor
- Outdoor

Indoor Location 1 *

Test Indoor 1

Indoor Location 2

Test Indoor 2

This slide shows section for uploading clubs venues – Indoor Location 1 and Outdoor Location 1 are mandatory and so are Region and Accepting New Members fields

Club Registration
1 Year Membership

Club Registration (Adult Only)
1 Year Membership

Outdoor Location 1 *

Test Outdoor 1

Outdoor Location 2

Test Outdoor 2

Select your region *

East

Select your club's region – East/West/North

Are you accepting new members *

Please contact the club

Select from drop down menu – Yes/No/Please contact the club

This slide shows section for uploading clubs venues – Indoor Location 1 and Outdoor Location 1 are mandatory

Club Registration

1 Year Membership

Club Registration (Adult Only)

1 Year Membership

5. Opt-in Statements

Below are numerous opt-in statements, please complete this section

- Our range has a valid range assessment in accordance with the ArcheryGB *
- We confirm that all members taking part in archery will have a valid membership to Scottish Archery and Archery GB *

Read and select that you agree with statement

Finish

Once finished click 'Finish' button to progress to the checkout

Below is a summary of your order, please review and then select a payment option.

Order Summary


Total items	1
Item saved for later	0
Net Total	£0.00
Total (GBP)	£0.00

Complete Order



To complete the purchase click 'Complete Order'

Remove All

ITEM SUMMARY	QTY	NET TOTAL	TAX	TOTAL
 <p>Club Registration (Test Club) Scottish Archery Complete the details and get affiliated with Scottish Archery</p> <p>Save for Later Remove</p>	1	£0.00	£0.00	£0.00

ITEMS SAVED FOR LATER (0) Hide saved items

Update

Order Summary

Total items	1
Item saved for later	0
Net Total	£0.00
Total (GBP)	£0.00

Complete Order



Thank you, your payment has been successful ✓

Your reference number is **PR000964** and we'll send a confirmation email with detail to **euan.murray@scottisharchery.org.uk**

Back to cart Home

Download a PDF Receipt 

ITEM SUMMARY		QTY	NET TOTAL	TAX	TOTAL
	Club Registration (Test Club) Complete the details and get affiliated with Scottish Archery	1	£0.00	£0.00	£0.00

This is the Club Registration complete now. From here click the 'Home' button and you can now purchase Associate Memberships for club members

Order Summary	
Net Total	£0.00
Total (GBP)	£0.00

Settings

JustGo.com

Member Area

My Profile	Cart	Payment History
Membership	Events & Courses	Shop
Documents	My Enquiries	Finance
Rewards		

My Club

Club Profiles	Team Profiles	Data Import
Club Reports	Club Members	Club Affiliation
Bulk Renew	Club Credentials	JustGo Subscription
Credentials		

This is the navigation tiles after you click 'Menu' on the previous page. The tiles in the red circle are what you will see as a member.

As club administrators you will see the tiles at the bottom as well. If you click on 'club profile' it will take you to your club

SHOP

ALAN MARTIN

MY PROFILE

MEMBER DETAILS MEMBERSHIP

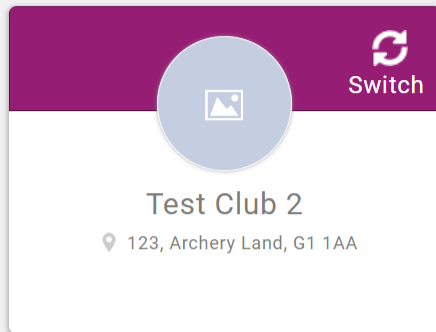
Select Club +

Direct Members

Associate Members

ADD ADD

CLICK TO BEGIN >> CLICK TO BEGIN >>



Test Club 2
123, Archery Land, G1 1AA

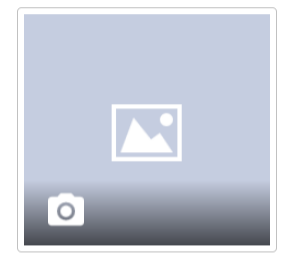
Switch

CLUB CHECKLIST

- ★ CLUB PROFILE ?
- CLUB DETAILS ✓
- CLUB AFFILIATION ✓

Club Profile

- ★ CLUB PROFILE
- CLUB DETAILS
- CLUB MEMBERS
- CLUB AFFILIATION
- CREDENTIALS
- FAMILIES



Basic Details
Review and update club's basic details

Update Details

★ Test Club 2 (CL000016) You can add in/update more details about your club

Club

123 To view a list of club members click here

- Basic Details
- Social Media
- Attachments

Archery Land

G1 1AA
United Kingdom

- @
- ☎
- 🏠

Switch

Test Club 2
123, Archery Land, G1 1AA

- CLUB CHECKLIST
- ★ CLUB PROFILE
 - CLUB DETAILS
 - CLUB AFFILIATION

If you are looking to bulk renew your members you can click on bulk renew in the membership tab.

Please make sure club members know you are managing memberships on their behalf.

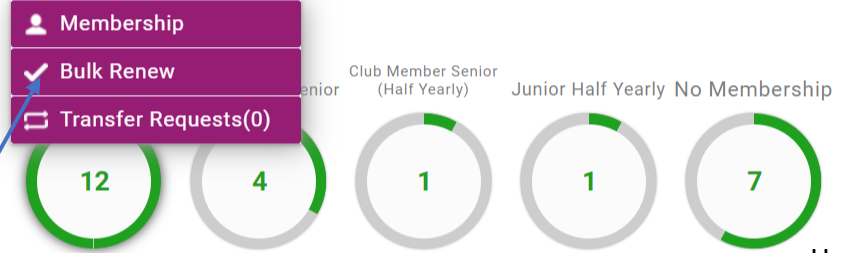
Club Profile

- ★ CLUB PROFILE
- CLUB DETAILS
- CLUB MEMBERS**
- CLUB AFFILIATION
- ★ CREDENTIALS
- FAMILIES

Club Members
Below is a list of all your club members for you to view and manage

Search... Search

Membership Sort by Last Name



Summary by Membership Here is a list of the members in your club along with details of their membership type

Test Martin ★ alan.martin@scottisharchery.org... ME000037	Scottish Archery Membership Junior Half Yearly	31/03/2024	
Alan Martin ★ alan.martin@scottisharchery.org... ME000030	Scottish Archery Membership Club Member Senior	30/09/2023	
Test Member ★ testmember243@hotmail.com ME000044	Scottish Archery Membership Club Member Senior	30/09/2023	



Test Club

CLUB CHECKLIST

- ★ CLUB PROFILE ?
- 📅 CLUB DETAILS ✓
- 📅 CLUB AFFILIATION ?

★ Club Profile

- ★ CLUB PROFILE
- 📄 CLUB DETAILS
- 👤 CLUB MEMBERS
- 📅 CLUB AFFILIATION
- 🏷️ CREDENTIALS
- 👨‍👩‍👧 FAMILIES

Club Members

Below is a list of all your club members for you to view and manage

 Search

Membership ▾

Sort by Last Name ▾

+ Add Existing Member

+ Add New Member

All Members Club Member Senior... Non-Member Staff &...



Summary by Membership ▾

Jacqui Dunlop ☆
 admin@scottisharchery.org.uk
 SA001912

● Scottish Archery Membership
 Non-Member Staff & Board 30/09/2028

M C

Euan Murray ☆
 euan.murray@scottisharchery.or...
 ME000006

● Scottish Archery Membership
 Non-Member Staff & Board 30/09/2028
 +1 more ⓘ

M R C C

Lyndsay Noon ☆
 lyndsay.noon@scottisharchery.o...
 SA001911

● Scottish Archery Membership
 Non-Member Staff & Board 30/09/2028

M C T C

To renew a membership, click on icon that looks like a membership card icon

Test Club

- CLUB CHECKLIST
- ★ CLUB PROFILE
 - 📅 CLUB DETAILS
 - 📅 CLUB AFFILIATION

Club Profile

★ CLUB PROFILE CLUB DETAILS CLUB MEMBERS CLUB AFFILIATION CREDENTIALS FA...

Club Members

Below is a list of all your club members for you to view and manage

Membership Sort by Last Name Add Existing Member

All Members Club Member Senior... Non-Member Staff &...

3 1 3

Summary by Membership

Jacqui Dunlop ☆
admin@scottisharchery.org.uk
SA001912

Scottish Archery Membership
Non-Member Staff & Board 30/09/2028

Euan Murray ☆
euan.murray@scottisharchery.or...
ME000006

Scottish Archery Membership
Non-Member Staff & Board 30/09/2028
+1 more

Lyndsay Noon
lyndsay.noon@sc...
SA001911

Scottish Archery Memb
Non-Member Staff & Boa

Page: 1 of 1

Membership details


Show expired memberships

Membership Name	Category	Start	End
Non-Member Staff & Board Scottish Archery	Associate Members	14/12/2023	30/09/2028

Buy/Review Memberships

Click 'Buy/Review Memberships' button

Switch



Test Club

CLUB CHECKLIST

- ★ CLUB PROFILE ?
- ☆ CLUB DETAILS ✓
- ☆ CLUB AFFILIATION ✓

★ Club Profile

★ CLUB PROFILE 📄 CLUB DETAILS 👤 CLUB MEMBERS 📄 CLUB AFFILIATION 📄 CREDENTIALS 👤 FAMILIES


[Back To Members](#)

Categories > Associate Members

Active Expired

[Add, Renew or Upgrade your Membership +](#)

These are your active membership(s)



Non-Member Staff & Board
Valid till: 30/09/2028

4 Years until renewal available

Click 'Add, Renew or Upgrade your Membership' button



Switch

Test Club



CLUB CHECKLIST

- ★ CLUB PROFILE ?
- 📄 CLUB DETAILS ✓
- 📄 CLUB AFFILIATION ✓

★ Club Profile

- ★ CLUB PROFILE
- 📄 CLUB DETAILS
- 👤 CLUB MEMBERS
- 📄 CLUB AFFILIATION
- 📄 CREDENTIALS
- 👤 FAMILIES

Back To Members

Categories > Associate Members

Please select from your available choices below

If you members are part of a Family Group (you can create this in Families tab) you can click the Family membership below. Please note that for discount apply, the family memberships must be purchased in the within same transaction



Benefits

- Purchase Family Membership For Discounts



Family

More Info



£29

Benefits

- If you are joining as part of a recognised club
- Club Senior member - Over 25

Club Member Senior

1 Year Membership

More Info



£13

Benefits

- If you consider yourself to have a disability

Archer with a disability

1 Year Membership

More Info



Benefits

- Not available



Non-Member Staff & Board

5 Year Membership

More Info

Switch

Test Club

CLUB CHECKLIST

- ★ CLUB PROFILE ?
- 📄 CLUB DETAILS ✓
- 📄 CLUB AFFILIATION ✓

Once you select a membership, I should highlight (this example we will use Club Member Senior). Information below should pop up

★ Club Profile

- ★ CLUB PROFILE
- 📄 CLUB DETAILS
- 👤 CLUB MEMBERS
- 📄 CLUB AFFILIATION
- 📄 CREDENTIALS
- 👤 FAMILIES

Back To Members

Categories > Associate Members > Club Member Senior



£29

Club Member Senior

Benefits

- Purchase Family Membership For Discounts



Family

More Info



Benefits

- If you are joining as part of a recognised club
- Club Senior member - Over 25

SELECTED

1 Year Membership

More Info



£13

Benefits

- If you consider yourself to have a disability

Archer with a disability

1 Year Membership

More Info



Benefits

- Not available

Non-Member Staff & Board

5 Year Membership

More Info

About this membership

Anyone who is a member of a Scottish Archery club, your club can be selected from the club finder.

Application Form

Do you currently have an AGB number? *

No

Bow Details

If you are starting out in archery or are unsure what to enter here, please leave this blank for now and a coach or experienced archer in your club can assist with this.

Bow Type

- Recurve
- Compound

Application Form

Do you currently have an AGB number? *

No

Bow Details

If you are starting out in archery or are unsure what to enter here, please leave this blank for now and a coach or experienced archer in your club can assist with this.

Bow Type

- Recurve
- Compound
- Barebow
- Longbow
- Other

Draw weight/Bow Poundage (kg/pound)

Specify the weight

Please complete this section.

AGB number – If you click yes, will allow you to insert number

Bow Details is an optional field

Equality

Equality information already created when Member's Profile being created

The equality information will be anonymised and only you will be able to see that it relates to yourself. The purpose of collecting this data is so we can see the demographics of our membership. For example X% have a disability. These high end statistics will be published from time to time and shared with other agencies as part of our commitment to the Equality Standards.

Professional Achievements (Optional)

Please add as appropriate

This allows you to add member's qualifications, certificates and other credentials

Add

Current (0)

Expired (0)

 You have no active.

Please select region – East, West, North or Outside Scotland. If you are unsure of which Area you are in, click [here](#).

Please select a region that best represents you *

East

Remember you need to select 'Add to cart' too



East

£2.00

Quantity

1

Add to cart *

Rewards

Reward is now available to anyone with a profile on the Scottish Archery System & with an active membership.

We would also like to make you aware of the following points with regard to this benefit:

1. Purchase of JustGo Rewards is **entirely optional**
2. JustGo Rewards is **valid for one year** from the point of purchase.
3. JustGo Rewards **can be purchased at a later date** through the 'Rewards' tile in the Scottish Archery membership system.

This JustGo Rewards is a portal which provides online and in store discounts at various retailers

This is optional, if you do not wish to purchase this for a club member ensure the 'Add to cart' is unticked



JustGo Rewards

Get access to an array of online and in store discounts across some of the biggest retailers. With your purchase you will receive access to our online rewards portal from which you can start making instant savings.

£5.00

Quantity 1

Email *

Add to cart

As a member of Scottish Archery Association I am bound by its Articles of Association, Laws and policies. [POLICIES AND PROCEDURES | Scottish Archery](#)

Save and Continue

Checkout

To progress to the checkout please ensure this box is ticked

You can either click Save and Continue and this member will be added to the cart and you will be taken back to the Club Members section or Checkout to proceed with payment

Below is a summary of your order, please review and then select a payment option.

Order Summary	
Total items	2
Item saved for later	0
Net Total	£31.00
Total (GBP)	£31.00

Request Invoice

Pay with Card



Remove All

ITEM SUMMARY		QTY	NET TOTAL	TAX	TOTAL
	East (Jacqui Dunlop) Scottish Archery	1	£2.00	£0.00	£2.00
	Club Member Senior (Jacqui Dunlop) Scottish Archery <small>Anyone who is a member of a Scottish Archery club, your club can be selected from the club finder.</small>	1	£29.00	£0.00	£29.00

Save for Later Remove

ITEMS SAVED FOR LATER (0)

Hide saved items

Update


Order Summary	
Total items	2
Item saved for later	0
Net Total	£31.00
Total (GBP)	£31.00

Request Invoice

Pay with Card



To complete your order you can select 'Request Invoice' (only available to you as Club Super Admin) or Pay with Card

Thank you, your payment has been successful 

Your reference number is **PR000975** and we'll send a confirmation email with detail to **euan.murray@scottisharchery.org.uk**



[Back to cart](#)

[Home](#)

[Download a PDF Receipt](#) 

This is confirmation of your order. You will receive email receipt of this but you can also download PDF receipt

If you selected pay by invoice, you will receive details on how to pay this

ITEM SUMMARY	QTY	NET TOTAL	TAX	TOTAL
 East (Jacqui Dunlop)	1	£2.00	£0.00	£2.00
 Club Member Senior (Jacqui Dunlop) <small>Anyone who is a member of a Scottish Archery club, your club can be selected from the club finder.</small>	1	£29.00	£0.00	£29.00

Order Summary	
Net Total	£31.00
Total (GBP)	£31.00



Contact Information

Website

www.scottisharchery.org.uk

Email

admin@scottisharchery.org.uk



#MakingSportLimitless

