

SCOTTISH FA



## ***CLUB ACADEMY SCOTLAND***

***CLUB ACADEMY SCOTLAND PROTOCOL***  
***VISITING AGENTS***

## INTRODUCTION

Under the Scottish FA Football Agent Regulations, an Agent is a person licensed by FIFA to perform Football Agent Services. These services can be performed for or on behalf of a club, player or coach, and include any negotiation, communication or related activity with the purpose and/or intention of concluding a transaction relating to (i) the employment, registration or deregistration of a player with a club; (ii) the employment of a coach with a club; (iii) the transfer of a player's registration from one club to another; or (iv) the creation, termination or variation of an Individual's terms of employment. An Agent must be licensed by FIFA to provide Football Agent Services and must present their digital ID, when requested.

From 1 April 2025, Agents based in the United Kingdom and carrying out their work in Scotland must be members of the Protection of Vulnerable Groups (PVG) scheme.

Agents based outside the United Kingdom, but who are physically present in Scotland carrying out their work, must also be members of the PVG scheme. All Agents operating in Scotland must therefore complete a self-declaration form and return it to [agents@scottishfa.co.uk](mailto:agents@scottishfa.co.uk)

This Protocol sets out additional rules and behaviours to be followed by Agents when interacting with young players (i.e. players under 18). These rules and behaviours are intended to ensure that the wellbeing and protection of young players are safeguarded and are of paramount consideration during any interaction between an Agent and any such young player.

This Protocol is essential in ensuring that Agents act in a fair, ethical and respectful manner during all interactions with young players.



## AGENT INTERACTIONS INVOLVING YOUNG PLAYERS

For any interactions involving young players, Agents must first successfully complete the FIFA-designated continuing professional development (CPD) course on minors, which can be found on the FIFA Agent Platform.

Agents must also complete the Scottish FA's Child Wellbeing training, which can be accessed through the Scottish FA COMET system. Guidance on how to access the COMET system can be found [HERE](#) and a guide to apply for the Child Wellbeing in Scottish Football Course can be found [HERE](#).

The United Nations Convention on the Rights of the Child is now incorporated into the law of Scotland. Agents must therefore adhere to the principles contained in this Convention where interacting with young players, including Article 3, which requires them to act in the "best interest of the child".







## APPROACHES

An Agent is not permitted to make an approach to a young player or their legal guardian in relation to the provision of Football Agent Services any earlier than six months before the young player reaches the age where they can sign their first professional contract. In Scotland, this is when the young player attains school leaving age, as set out in the Education (Scotland) Act 1980.

### SOCIAL MEDIA

Agents must not, under any circumstances, use social media platforms or applications to correspond with children or young people without prior written consent from the child or young person's club and parents or carers, and (if such consent is granted) they must copy the club and parents or carers into any correspondence. Agents must also adhere to the Scottish FA's Child Wellbeing and Protection guidance on communication and social media, which can be found [HERE](#)

## ACADEMY MATCHES

Agents must not attend any matches or club training or skills development sessions, unless specifically authorised by the club in advance, and (if such authorisation is granted) they must identify themselves to a club representative upon attending any such match or club training or skills development session. Any Agent who attends a match and wishes to engage with a young person must first identify themselves to a club representative to arrange to meet with the young person in a safe manner with another trusted adult present.

Agents must not approach young people or their parents/carers before or after training sessions.

### SAFE USE OF IMAGES

Agents are strictly prohibited from using any video equipment or mobile phones for the purpose of taking videos and photos whilst on club premises.

## ADDITIONAL CONSIDERATIONS

Agents must act professionally. This includes being courteous to players, coaches, referees and spectators.

Agents must maintain confidentiality regarding potential interests in players, avoiding open discussions about prospects with other attendees.

If an Agent identifies a player of interest, they should speak to the relevant club representatives.

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