

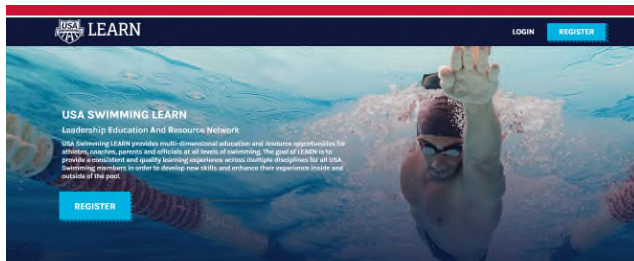
Instructions to Complete Safe Sport Education Training

Dear Athletes AND Parents,

Please take the Safe Sport training course. Athletes must take “Safe Sport for Athletes” and parents must take “Parent’s Guide to Misconduct in Sport.” The whole process literally takes 10-15 minutes, and it is free. This really is important, and the team requires it in order to become Safe Sport Recognized. Please help us get there.

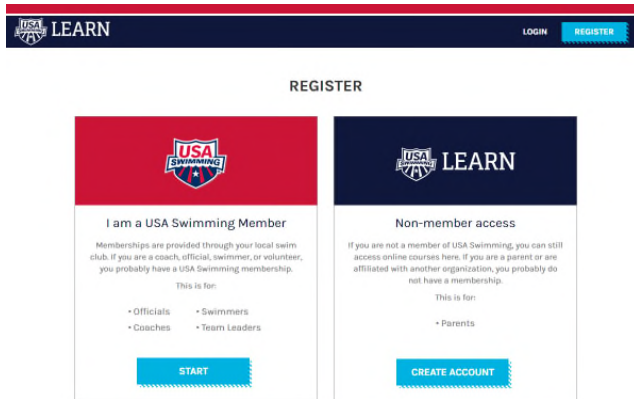
Go to <https://learn.usaswimming.org>

This screen should pop up



Click on either “LOGIN” or “REGISTER”

You will come to this page:



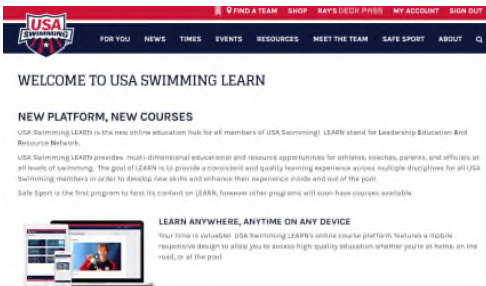
If you are a USA Swimming member (athlete or official), click on “START”

If you are a non-member (parent), click on “CREATE ACCOUNT”

Follow the steps according to whether you are a member or nonmember:

Members

This screen will pop up



Scroll down and enter your first name, last name, and date of birth, then click “search”

Your name and club code will appear below the search button. Click “Continue”

That will bring you to the ATHLETE PROTECTION TRAINING portal. Click “START”

You may be asked to update your profile (enter your email, LSC and club name).

You will be told your profile has been updated and you may move to other pages. Look at the bar at the top of the screen:



Select “COURSES”

Nonmembers

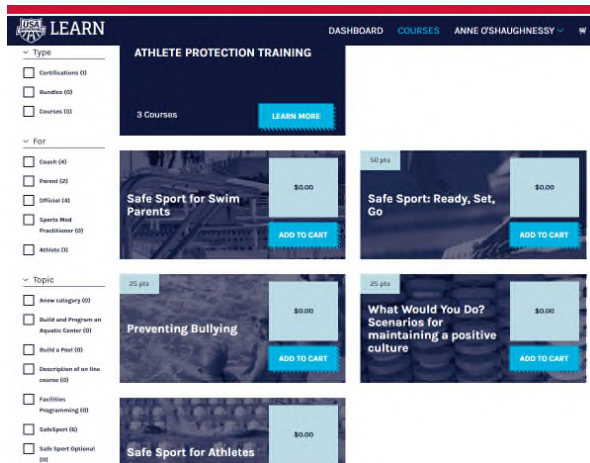
This screen will pop up

The screenshot shows the USA Swimming LEARN portal for nonmembers. At the top is a dark blue header with the USA Swimming logo and the text "LEARN". To the right of the logo is a "LOGIN" link. Below the header is a white background with the heading "REGISTER". Below this heading are several input fields: First Name, Last Name, Birthdate (with a dropdown menu for MM/DD/YYYY), Email, Password, LSC (with a dropdown menu for Select LSC), and Club Name (with a dropdown menu for Select Club). At the bottom of the form is a blue button labeled "REGISTER".

Enter your information. Click “REGISTER”

The site will welcome you and tell you that you have not started any courses. Click “COURSES”

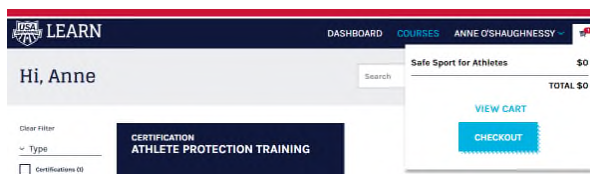
You will see a number of courses available (below).



If you are an **athlete**, under “**Safe Sport for Athletes**” click “ADD TO CART”

If you are a **parent**, under “**Parent’s Guide to Misconduct in Sport**” click “ADD TO CART” It will display a checkmark, and say “IN CART”

Click on the shopping cart at the top righthand of the screen and “CHECKOUT”.



You will be required to enter your name and address, but NOT billing information. There is no charge.

Click “Next Step”

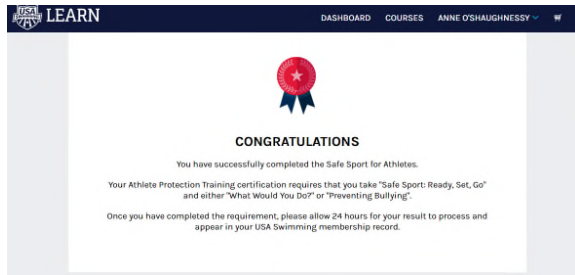
On the next screen, click “Place Order”

Now go to “DASHBOARD” and “START” your course.

Click “Next” to proceed from segment to segment. The course takes about 10 minutes.

If you have any questions, contact USA Swimming Safe Sport at ssrp@usaswimming.org.

Click “SUBMIT” and you will receive a congratulatory message, indicating that you have completed the Safe Sport course.



You are encouraged to (but not required to) take additional courses.

Most importantly, remember what you have learned, and make sure to speak up if you ever hear or see anything that breaks the rules you have just learned.