

**SOUTHERN ZONE SAFE SPORT REPORT**

**SEPTEMBER 12, 2020**

SAFE SPORT RECOGNITION AS OF 8/31

SOUTHERN ZONE LEADS IN NUMBER OF TEAMS SAFE SPORT RECOGNIZED – 157

SOUTHERN ZONE LAST IN NUMBER OF TEAMS STARTED SAFE SPORT RECOGNITION – 111

WE HAVE 3 LSCs IN TOP 10 TEAMS

1	Florida	49
2	NC	35
6	GA	19

USAS INITIATIVE OF KEEPING ATHLETES FIRST is focused on SSRP and is providing an opportunity to win a visit from a NATIONAL TEAM MEMBER with a monthly drawing through December 2021 for those clubs that obtain SSR.

Our LSC Safe Sport coordinators are doing a great job of promoting safe sport within their LSCs. LET'S BE THE FIRST ZONE TO HAVE AN LSC WITH 100% SSR CLUBS!

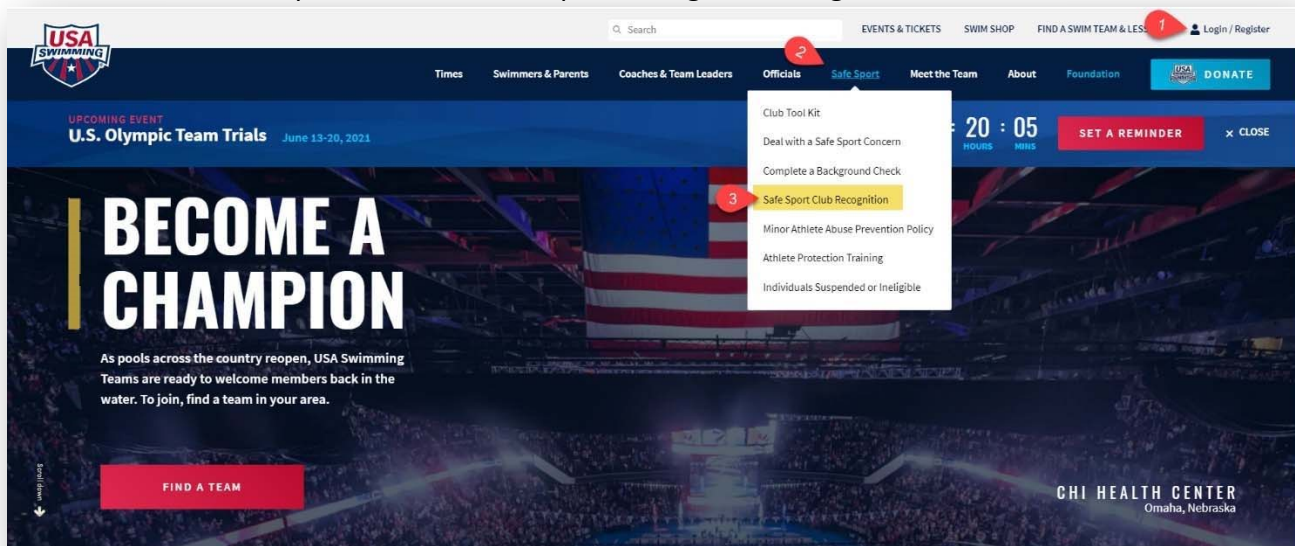
## BECOME SAFE SPORT RECOGNIZED IN FOUR SIMPLE STEPS

1. Ensure the public main page of your website has a safe sport tab
2. Upload the required personalized documents provided to your club
3. Attend USAS zoom education with Liz or have athletes and parents complete the education on the USAS website
4. Go to USAS, enter your club portal, complete the safe sport recognized club application, and submit

If you would like assistance completing the application in your club portal, you may allow another person access only to the application. Please see the document below.

### Access Club Portal

- Step 1. Login to your DeckPass Step 2. In the top toolbar choose Safe Sport  
In the drop down select Safe Sport Recognition Program



Step 3.

- Step 4. Scroll down and select "Access Club Portal"

**USA SWIMMING**

EVENTS & TICKETS SWIM SHOP FIND A SWIM TEAM

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POPULAR RESOURCES  
**CLUB PORTAL**

### INSTRUCTIONS

- At the search window enter your club code, club name or use the drop-down box to find your Local Swim Committee (LSC) and click SEARCH
- After the SEARCH has been executed click on the CLUB PORTAL to go the Club Portal area or LSC PORTAL to go to the LSC Portal.
- Note the blue tabs labeled Announcements, Practice Schedule, Upcoming Meets, Meet Results and Facilities. All of the contents of these tabs are viewable to the public. The Report tab (on the far right) is only viewable if logged in as the Club Administrator.
- To log in as the Club or LSC Administrator, get the Club Portal password. The Club Portal password was sent to the Head Coach. Then scroll to the bottom and click on Club Administrator Login (you must be logged into the USA Swimming website to see this login).
- Fill in the club password and click on Edit Club Portal. If you do not know your club portal password you may contact USA Swimming.
- Once logged in the default view is the Reports tab
- To access the Club Recognition Program, click on the Home tab then Go To Club Recognition

If you need assistance accessing your portal or need the portal password please contact USA Swimming at sportdevelopment@usaswimming.org.

**5** [OPEN CLUB PORTAL](#)

**USA SWIMMING**

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## SAFE SPORT CLUB RECOGNITION

EVERY CLUB CAN JOIN  
**SAFE SPORT CLUB RECOGNITION PROGRAM**

The USA Swimming Safe Sport Club Recognition program allows a USA Swimming member club to demonstrate its commitment to creating a healthy and positive environment free from abuse for all its members through the development and implementation of club governance measures, Safe Sport policies and reporting mechanisms, Safe Sport best practices and training to athletes and parents.

**USA SWIMMING SAFE SPORT**

### HOW DO I GET STARTED?

Similar to Club Recognition, club administrators log into the Club Portal (right) to begin the process. This is a project that your team's Safe Sport Coordinator or board can help with. Safe Sport Club Recognition must be renewed every 2 years and recognition status can be revoked or denied if issues arise.

**4** [ACCESS CLUB PORTAL](#)

Step 5. Next page, click on “Open Club Portal”

Step 6. Type in your club name

Step 7. Click on search




Step 8. Select your club from the results and click on “Club Portal”

**CLUB SEARCH**

Club Name:  6  
Club Code:   
City:   
Zip Code:   
State:   
Local Swim Committee (LSC):   
Club Recognition Level:   
Club Excellence Level:   
Safe Sport Level:  Recognized

[SEARCH](#) 7

**SEARCH RESULTS**

Club Name	LSC Id	City	State	Zip	Level	Options
Aces Aquatics	NE	Billerica	MA	01824		<a href="#">Club Portal</a> <a href="#">LSC Portal</a>
Aces Swim Club	CO	Englewood	CO	80112	 	8 <a href="#">Club Portal</a> <a href="#">LSC Portal</a>

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Step 9. Scroll to the bottom of the screen and click on “Club/Safe Sport Administrator Login”

**HEAD COACH**

**CLUB COACHES**

[CLUB / SAFE SPORT - ADMINISTRATOR LOGIN](#) 9

Step 10. Enter your email, phone number and the administrator password. Then click on “Edit Club Portal/Safe Sport Login”

Please verify your email address and phone number

Email:

Phone #:

Club Password:

If you do not know your club / Safe Sport administrator password, please contact your club administrator or reach out to Sport Development at USA Swimming ([SportDevelopment@usaswimming.org](mailto:SportDevelopment@usaswimming.org)) or (719) 866-3567.

[EDIT CLUB PORTAL / SAFE SPORT LOGIN](#)

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## Club Portal Add Additional User Safe Sport Access

Step 11. In the Club Portal click on the “Users” tab



Step 12. Click on “Add

New Account”

Step 13. Enter in the user name and email address

- A password will be automatically generated, or you can choose to overwrite the password to one the user wants
- Do not assign the same password used for the administrator to another user. Either use the auto generated password or pick a different password for their use

Step 14. Click Save

Home Announcements Practice Schedules Upcoming Meets Meet Results Facilities Reports Users

### USER ACCOUNT ADMINISTRATION

**CLUB PORTAL ADMINISTRATION - SAFE SPORT ADMINISTRATOR ACCOUNTS**

- To add a new Safe Sport Administrator account, click on the "Add New Account" button.
- A system generated password will be provided.
- You can enter a new password. The password must have 8 characters, 1 upper case, 1 lower case and 1 number.

**ADD NEW ACCOUNT** 12

**ADD/EDIT USER ACCOUNT** 14 **SAVE** **CANCEL**

Last Name:  13  
First Name:   
Email:   
Password:

Step 15. Navigate back to the "Home" Tab

Step 16. Make sure to log out of the club portal by clicking on "Leave Club Portal Editor Mode"

Home Announcements Practice Schedules Upcoming Meets Meet Results Facilities Reports Users

### CLUB INFO

**CLUB PORTAL ADMINISTRATION**

You are currently logged into the Club Portal in Edit Mode. While in edit mode you can do the following:

- Create or update your club portal. To begin, [Click Here](#).
- Add, edit and delete Announcements. To begin, click on the Announcements tab above.
- Add, edit and delete Practice Schedules. To begin, click on the Practice Schedules tab above.
- Add, edit and delete Upcoming Meets. To begin, click on the Upcoming Meets tab above.

**NOTE:** The Meet Results tab will pull all available meets and results from USA Swimming's times database unless you uncheck the "show meet results" checkbox which you can find by clicking on the link next to "Create or update club portal" above.

**LEAVE CLUB PORTAL EDITOR MODE** 16