

Uploading Safeguarding Certificates

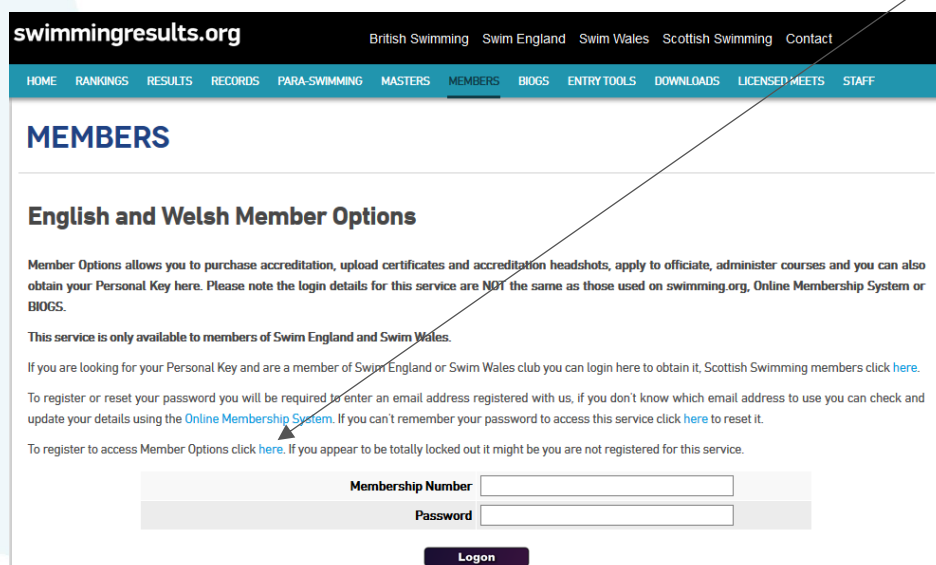
To assist Swim England in ensuring that your safeguarding training is added to your membership record with the minimum of delay Swim England has developed their Member Options page to allow individuals to upload their safeguarding certificate.

Please be aware that Swim England only accepts the following safeguarding training:

- Swim England and UK Coaching - Safeguarding and protecting Children Workshop
- UK Coaching – Safeguarding and Protecting Children Workshop
- Local Safeguarding Children Boards' (LSCB) safeguarding courses for those in regular contact with children.
- National Health Service child safeguarding training for those in regular contact with children.
- Safer Activities For Everyone (SAFE) CIC standard safeguarding training, which has to be completed every two years.
- Child Safeguarding training delivered by the Football Association or England and Wales Cricket Board.

To upload your safeguarding certificate you will need to log into your Member Options areas to access this [Click Here](#).

This will take you to the Member Options Log in page. If you haven't logged into your Options page previously you will need to register to use this by clicking on the register link



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MEMBERS

English and Welsh Member Options

Member Options allows you to purchase accreditation, upload certificates and accreditation headshots, apply to officiate, administer courses and you can also obtain your Personal Key here. Please note the login details for this service are NOT the same as those used on swimming.org, Online Membership System or BIOGS.

This service is only available to members of Swim England and Swim Wales.

If you are looking for your Personal Key and are a member of Swim England or Swim Wales club you can login here to obtain it, Scottish Swimming members click [here](#).

To register or reset your password you will be required to enter an email address registered with us, if you don't know which email address to use you can check and update your details using the [Online Membership System](#). If you can't remember your password to access this service click [here](#) to reset it.

To register to access Member Options click [here](#). If you appear to be totally locked out it might be you are not registered for this service.

Membership Number

Password

Ligon

If you have previously registered then enter your Swim England membership number and password and click 'Logon'.

Once logged in go to 'To View or upload a copy of listed certificates to be added to your membership record' link

MEMBERS

English and Welsh Member Options

Member Options allows you to upload a photograph and certificates which are required by British Swimming and Swim England, purchase accreditation and also obtain your Personal Key. You may hide your photograph. You can change your Data Protection Choices, including website visibility, by using the [Online Membership System](#).

To purchase Poolside Accreditation for British Swimming, Swim England and regional Events click [here](#).

To view or upload a copy of listed certificates to be added to your membership record click [here](#).

To apply to officiate at British Swimming or Swim England Events click [here](#).

To manage courses as an authorised presenter click [here](#).

Please upload your head shot below, this will also be displayed in competitor's BIOGs.

HIDE Photo.

Select and upload a head shot in ioo format. (5MB File Limit)

Browse...

This will take you to a list of previously uploaded certificates and a link to upload a new certificate.

MEMBERS

English and Welsh Member Options Certificates

This page allows you to view and upload certificates, click [here](#) to upload a new certificate.

To return to Member Options to make changes to your profile click [here](#).

Certificate Type	View	Upload Date	Valid from	Valid to	Status
adUK Safeguarding & Protecting Children		07/05/2019	01/01/2019		REJECTED

Disclosure of your information. Please click [here](#) for the Swim England Privacy Policy, [here](#) for the British Swimming Privacy Policy and [here](#) for the Scottish Swimming Privacy Policy. If you are a member of a Swim England or Swim Wales club and have a membership query please contact renewals@swimming.org. To update your contact details, website visibility or data protection choices log on to the [Swim England & Swim Wales Online Membership System](#). Scottish members need to use the [Scottish Membership System](#). If you believe times are wrong or missing from a meet then please contact the MEET PROMOTER with the details as we are unable to help with these queries. Questions concerning Masters results or the Decathlon competition should be sent [here](#).

Click on the link to upload a new certificate. Select the type of certificate you are uploading from the dropdown menu and then click on 'Select Certificate'.

Click Browse... to browse to the location on your computer where the certificate has been saved, enter the date the certificate was awarded and submit this to Swim England by clicking 'Upload Certificate'.

MEMBERS

English and Welsh Member Options Certificates

To return to the list of your previous uploaded certificates click [here](#) or to return to Member Options to make changes to your profile click [here](#).

Select and upload a copy of your certificate in JPG or PDF format, this could be taken with your phone or scanned. (5MB file limit)

Browse... No file selected.

Valid from 01/01/2020

Upload Certificate

Disclosure of your information. Please click [here](#) for the Swim England Privacy Policy, [here](#) for the British Swimming Privacy Policy and [here](#) for the Scottish Swimming Privacy Policy. If you are a member of a Swim England or Swim Wales club and have a membership query please contact renewals@swimming.org. To update your contact details, website visibility or data protection choices log on to the [Swim England & Swim Wales Online Membership System](#). Scottish members need to use the [Scottish Membership System](#). If you believe times are wrong or missing from a meet then please contact the MEET PROMOTER with the details as we are unable to help with these queries. Questions concerning Masters results or the Decathlon competition should be sent [here](#).

Once your certificate has been submitted Swim England will verify your training and upload this on to your membership information. Once this is complete you will receive a confirmation email.