

Instructions for Obtaining SafeSport Certification

Completing SafeSport training and certification is an important piece of the required certification process for all Oyster River Youth Association (ORYA) coaches and on-the-field volunteers. Please read and follow the instructions below. Then, send an email to <u>office@oryarec.org</u> to confirm with ORYA that you have completed your certification.

Please follow these instructions to get started:

- 1. Go to <u>www.athletesafety.org</u> to create your account.
- 2. Click on "Sign In" in the top right corner of your screen.
- 3. Select "Register" to create your account and profile. Fill out the required information. (Select "Oyster River Youth Association" for membership.)
- 4. An email will be sent to you to confirm your account. Open the email and click "Confirm Email Address". You can then sign in.
- 5. Once you've signed in, click on "Training" from the homepage or from the "Menu" in the upper left of your screen.
- 6. Select "SafeSport Trained" from the catalog and "Add to Bag"
- 7. Select "Add Coupon" and enter the coupon code **OYSTERRIVER18** to apply the discount.
- 8. Select "Checkout".
- 9. Once you've successfully checked out, you will be able to complete the training from your "Learning Dashboard".

If you experience any technical difficulties while taking the training, please contact the Help Desk at <u>help.desk@safesport.org</u> or call 720-676-6417. The Help Desk hours are Monday – Friday, 8:00 a.m. – 9:00 p.m. EST, and Saturday and Sunday, 12:00 p.m. – 5:00 p.m. EST.

Don't forget to **download and save your "SafeSport Trained" certificate** upon completion of the course.

We look forward to getting you SafeSport Trained, and working together with you to create a safe and respectful sport environment for all athletes.