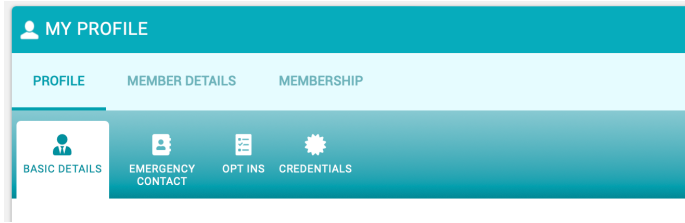
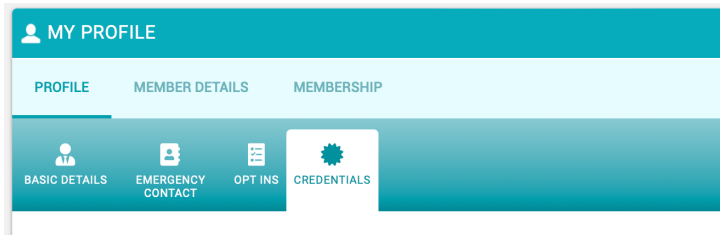


Credential Upload Process

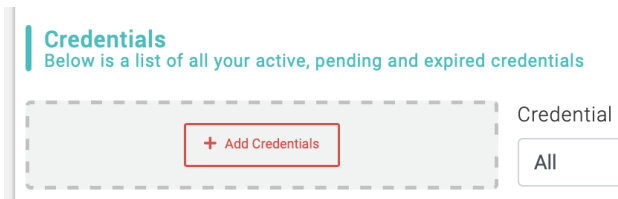
Login in to JustGo and go to your **Profile**



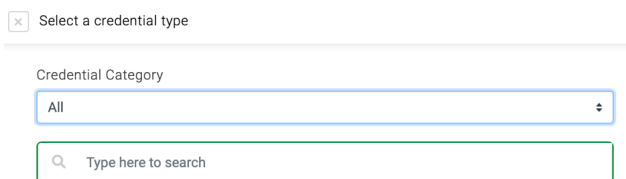
From here select the **Credentials Tab**



Once you are in Credential you will see the option to **Add Credentials**



Click on **Add Credential** and then select the Safeguarding Category.

A screenshot of a form titled 'Select a credential type'. The form has a search input field with the text 'Type here to search'. Below this is a dropdown menu with the text 'Credential Category' and 'All' selected. The dropdown menu is highlighted with a blue border.

Once you have selected either Category One or Two safeguarding you will see the relevant declaration that will require you to confirm and agree that you have read all the relevant guidance.

Category One

Safeguarding Category One Self-Declaration TO BE COMPLETED BY CATEGORY ONE SAFEGUARDING MEMBERS ONLY

I confirm that I have read and understand all the contents of the [SLSGB Safeguarding Guidance](#) and whilst fulfilling a role at my SLSGB Club, will ensure that I keep myself informed of any changes as issued from time to time by SLSGB.

I Confirm and Agree to the above statement *

Category 2

Safeguarding Category Two Self-Declaration

TO BE COMPLETED BY CATEGORY TWO SAFEGUARDING MEMBERS ONLY

The sections as outlined in the [checklist in Appendix 12](#), **must be read in full** before agreeing to any conditions of the Safeguarding Category Two Self-Declaration. The full guidance can be downloaded [here](#)

I confirm that I have read and understand the contents of the SLSGB National Safety Guidance as set out on the Check List in [Appendix 12](#) above and whilst fulfilling a role at my SLSGB Club will ensure that I keep myself informed of any changes as issued from time to time by SLSGB and agree that I have a responsibility to Safeguard young people and vulnerable adults.

I confirm and agree to the above statement *

Once you have agreed to the statements and submitted to SLSGB HQ the credential will show as pending on your membership record. The system will notify us, and we will review and approve your credential. It will then become live on your account.