Access Club Portal

Step 1. Login to your DeckPass

Step 2. In the top toolbar choose Safe Sport

Step 3. In the drop down select Safe Sport Recognition Program

Step 4. Scroll down and select “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”
Step 9. Scroll to the bottom of the screen and click on “Club/Safe Sport Administrator Login”

Step 10. Enter your email, phone number and the administrator password.

Then click on “Edit Club Portal/Safe Sport Login”
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

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”