

HOW DO I UPDATE PERSONAL DETAILS?

Personal details can be updated easily by following the steps below.

[CLICK HERE TO ACCESS SWIM CENTRAL](#)

STEP 1.

Navigate to Swim Central in your device's internet browser. Select 'Sign In' and complete the sign in process. Please note, if you do not know your password or have yet to set one up [please complete the forgot password process](#).

STEP 2.

You will be redirected to your landing screen – which will be one of the below options.

- **Option 1:** Your 'Home' screen (if you have no family set up):
 - Select 'My Profile' and then select 'Edit' to update any details. You can use the progress bar to navigate between edit screens (Identity, Address, Contact, Other), select 'Save' to finalise changes.
 - Use the 'Account' button, on the right of the screen below the blue locator bar to change your password or manage linked accounts (e.g. Google and Facebook).
- **Option 2:** Your 'My Family' screen (if you have a family set up):
 - Select the 'Principal' of the family and enter the family administration pin.
 - Select the family member who you need to edit details for, this will initiate impersonation and you can then select 'My Profile'.
 - Select 'Edit' to update any details, using the progress bar to navigate between edit screens (Identity, Address, Contact, Other).
 - The principal can use the 'Account' button, on the right of the screen below the blue locator bar, to change their password or manage linked accounts (e.g. Google and Facebook).

[Need further help? You can find other help files on our website here.](#)