

School Swimming – Staff Application Process 2022

Note: Please use Google Chrome as your internet browser to ensure a smooth application process. Older browsers such as Internet Explorer may create issues.

Creating your account - If you already have an account from your registration last year, skip to the “Create application” step.

If you do not already have an account in the School Swimming Dash system, you need to first create one. To do this click this link and add your information - <https://schoolswimming.dashapp.com.au/auth/register>

Under best described role, make sure you select “swim staff”.

After clicking register, you will be sent a verification code to your email address. Please check your spam/junk folder if you can't see this email in your inbox.

Copy and paste this verification code into the field supplied and click “Verify” to finalise your registration.

Create application

Once your account is created and verified, you will need to start your application.

To do this, make sure you are logged in to your account, and click this link: <https://schoolswimming.dashapp.com.au/applications/create/open/jeEY08ZzZmMygFOC3iGYodJSR5c87kDIk7ahFP21>

You will be taken straight to the application creation screen. To start the application process, click “Create Application”.

Create Application

Who's applying?

Swim Staff

Who's applying

John Doe

All Divisions

All Sports

Search...

Search

	Name	Year	Open Date	Scope
<input checked="" type="checkbox"/>	School Swimming Staff Applications 2021	2021		Association: Primary Schools Organisation: School Swimming

25 50 100

Create Application

Engagement Availability

The first step of your application is to list your availability for each term. You can add your availability by a full term, full week or by specific days in each term/week.

Term	Week	Available for full week (5 days)?	Monday	Tuesday	Wednesday	Thursday	Friday
Term 3 2021 available all term	Week 1 12 Jul	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Week 2 19 Jul	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Week 3 26 Jul	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Week 4 02 Aug	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Week 5 09 Aug	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Week 6 16 Aug	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Week 7 23 Aug	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Week 8 30 Aug	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Week 9 06 Sept	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Week 10 13 Sept	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

If you are only available for casual teaching, please check the relevant casual teaching only box.

Available for daily casual teaching only

After adding your availability for the term, click "Save & Continue".

Facility Availability

You will now be prompted to enter the facilities you are willing to work at. The 10 facilities closest to you will be selected by default.

Facilities prepared to work

Cook and Phillip Park Aquatic and Fitness Centre (Sydney)	Unable to work
Bates Drive School Pool	Unable to work
Little Fins Swim School (Kirrawee)	Unable to work
Sutherland Leisure Centre	Unable to work
Brighton-Le-Sands Beach Pool	Unable to work
Cairnsfoot School Pool	Unable to work
Peakhurst West School Pool	Unable to work
Engadine Leisure Centre	Unable to work
Angelo Anestis Aquatic Centre (Bexley)	Unable to work
Caringbah Leisure Centre	Unable to work

Add more facilities ^

Individual **Groups**

Select facility...

If you cannot work at a facility that has been selected for you, click “Unable to work”. It will show in your “Facilities unable to work” list, where you will be prompted to enter a reason.

Facilities unable to work

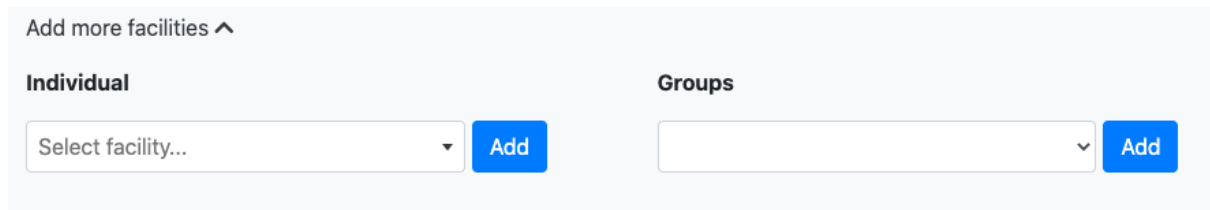
Caringbah Leisure Centre	Too far
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[Relist facility](#)

If you incorrectly removed this facility from your list of facilities prepared to work, you can click “Relist facility” to add it again.

If you would like to add more facilities to your scope of work, you can do so either via individual facility, or via a region/group of facilities e.g “Sutherland Shire” or “North Coast”.

Just select the facility or facility group via the below dropdowns.



The screenshot shows a form titled "Add more facilities" with an upward-pointing arrow. It is divided into two columns: "Individual" and "Groups". Under "Individual", there is a dropdown menu with the text "Select facility..." and a blue "Add" button. Under "Groups", there is an empty dropdown menu and a blue "Add" button.

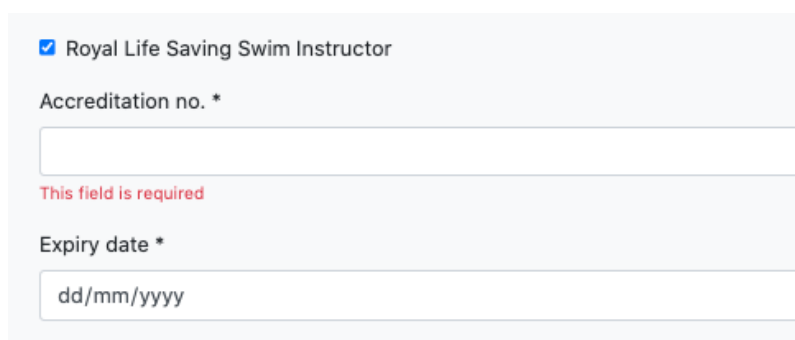
Once you’ve listed all the facilities you are/are not prepared to work at, click “Save & Continue”

Application Questions

After entering your availability for the year, you are asked to answer questions about your relevant qualifications and experience.

Answers these accordingly and click “Save & Continue” to finalise your application. If you applied for 2021, your answers will copy across where possible.

Please note: after listing a qualification, the system will prompt you to enter your accreditation number and expiry date. If you do not have an accreditation number, or do not know it, please enter NA. The form will not submit if a required field is left empty.



The screenshot shows a form section for "Royal Life Saving Swim Instructor" with a checked checkbox. Below it are two required fields: "Accreditation no. *" and "Expiry date *". The "Accreditation no." field is empty and has a red error message "This field is required" below it. The "Expiry date" field contains the placeholder text "dd/mm/yyyy".

Editing Your Application

After submitting your application, it will display on your Dashboard.

You can edit your application up until the application close date, by clicking on the ellipses next to your application and selecting, "Continue Application".

Name	Intake	Created By	Created Date	Steps Completed	
John Doe	School Swimming Staff Applications 2021	John Doe	2021-05-13 15:17:45	2 / 3	...

✎ Continue Application

🗑 Permanently Withdraw

You can also withdraw your existing application if you no longer wish to be considered for employment.

You can log back into your account anytime here - <https://schoolswimming.dashapp.com.au/auth/login>

If you have forgotten your password to your account you can reset it by entering your email address here - <https://schoolswimming.dashapp.com.au/auth/forgotpassword>

If you have any issues during this process, please contact the School Swimming and Water Safety office on 02 9508 5517.