

# Safe SCHOOLS

## TRAINING

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### SELF-REGISTRATION INSTRUCTIONS

#### Lincoln County School District Parents and Volunteers

Lincoln County Schools is using SafeSchools online safety training to train staff as well as parents and volunteers on school-related safety issues. SafeSchools offers trainings in all facets of school safety, and its compliance management system tracks all the training for the district, allowing us to easily demonstrate state and federal compliance with safety mandates.

As a district volunteer, you are required to register yourself to the system in order to take the required training. Here is the process. PLEASE FOLLOW THESE INSTRUCTIONS CLOSELY:

1. Go to the Lincoln County School District SafeSchools training registration site:  
<http://lincoln.or.safeschools.com/register/365540c9>
2. Enter your basic information, including a username which you will use to log in to the system. VERY IMPORTANT: Please enter your username as firstname.lastname (ex. susie.smith)
3. Click the REGISTER button.
4. Click on the TRAINING PAGE.
5. To begin the course, click on Volunteer Orientation (Full Course - Oregon)
6. To earn a certificate of completion, you must complete the course and pass the quiz. However, you do not have to take SafeSchools courses in one sitting; if you are called away, the system will remember where you left off and allow you to pick up again at that point. To log back in, the training site is <http://lincoln.or.safeschools.com> where you will be asked for your username.
7. To print your certificate: click on the BLUE RIBBON and print your certificate.

Thank you! Your participation will help to make Lincoln County School District a safer place to work and learn! If you have any questions, please contact your school office.