



2021-2022-REVISED 8/5/2021

Employee Online Training Courses

<https://www.getsaftytrained.com/>

*All Employees including Substitutes and Coaches are to be trained upon hire and/or before placed on substitute list.
 *All Mandatory Trainings must be done within 30 days of employment and/or 30 days before the school year.

ALL Employees Mandatory Training Courses:

Course			<u>Time</u>	<u>Frequency</u>	<u>Record retention</u>
HSA Basic Pest Management in school and child care settings- SB 1405			1	Annually	3 Years
Heat and Illness Prevention- Title 8-3395			0.5	Annually	3 Years
Bloodborne Pathogens- Title 8-5193			0.5	Annually	3 Years
Injury and Illness Prevention-	Title 8-3202		0.5	Annually	3 Years
COVID-19 Prevention	Cal/OSHA ETS		0.5	Annually	3 Years
Mandated Child Abuse Reporting- AB 1432			0.5	Annually	3 Years 10 Years if abuse or abuse allegation.
Bullying-AB 2291			0.5	Annually	3 Years
Sexual Harassment (non-supervisors)-	Title VII Title IX		1	Every 2 Years	Life of employment
Sexual Harassment-Supervisors			2	Every 2 Years	Life of employment
Suicide Prevention	AB 2246	7-12 Grade Teachers Only	1	Annually	3 Years
Human Trafficking Awareness AB 1227 https://abuse-keenon.safeschools.com/register/151f397d		All Teachers and Administration	21 minutes	As needed/Instructor Annually	3 Years
Science Safety		All Science Teachers	0.25	Annually	3 Years
* CPR/First Aid/AED/Sudden Cardiac Arrest			In Person	Every 2 Years	Required AS NEEDED/designated Employees 3 Years
*Epi-Pen			In Person	Annually	Required AS NEEDED/designated Employees 3 Years
		Total	8		

*Online Courses are stored indefinitely.

*NOTE: CPR/First Aid and Epi-Pen many not be mandatory for all positions-please consult with your district.
 *NOTE: CPR/First Aid/AED Training will be given in Fall and Spring through the JPA for coaches and new employees.

Coaches Mandatory Training Courses:

Course	Time	Frequency	Record retention
HSA Basic Pest Management in school and child care settings- SB 1405	1	Annually	3 Years
Heat and Illness Prevention- Title 8-3395	0.5	Annually	3 Years
COVID-19 Prevention Cal/OSHA ETS	0.5	Annually	3 Years
Bloodborne Pathogens- Title 8-5193	0.5	Annually	3 Years
Mandated Child Abuse Reporting- AB 1432	0.5	Annually	3 Years 10 Years if abuse or abuse allegation.
Bullying Prevention Training-National Alliance for Youth Sports https://www.nays.org/additional-training/preview/bullying-prevention-training.cfm	0.5	Annually	3 Years
Sexual Harassment (non-supervisors)- Title VII Title IX	1	Every 2 Years	Life of employment
Heads Up: Concussion in Youth Sports	0.25	Annually	3 Years
NFHS COVID-19 for Coaches and Athletic Directors COVID-19 for Coaches and Administrators	0.5	Annually	3 Years
* CPR/First Aid/AED/Sudden Cardiac Arrest	In Person	Every 2 Years	Required AS NEEDED/designated Employees
*NOTE: CPR/First Aid/AED Training will be given in Fall and Spring through the JPA for coaches and new employees.			
*Epi-Pen	In Person	Annually	Required AS NEEDED/designated Employees
*NOTE: Epi- Pen many not be mandatory for this position-please consult with your district.			
Total	4.75		

Custodial/Maintenance and Operations Mandatory Training Courses:				Frequency	Record retention
Course		Time			
HSA Basic Pest Management in school and child care settings- SB 1405		1		Annually	3 Years
Heat and Illness Prevention- Title 8-3395		0.5		Annually	3 Years
Bloodborne Pathogens- Title 8-5193		0.5		Annually	3 Years
COVID-19 Prevention	Cal/OSHA ETS	0.5		Annually	3 Years
Injury and Illness Prevention-	Title 8-3202	0.5		Annually	3 Years
Mandated Child Abuse Reporting- AB 1432		0.5		Annually	3 Years 10 Years if abuse or abuse allegation.
Bullying-AB 2291		0.5		Annually	3 Years
Sexual Harassment (non-supervisors)-	Title VII Title IX	1		Every 2 Years	Life of employment
Custodial Safety		0.25		Annually	3 Years
Fire Extinguishers		0.25		Annually	3 Years
Lockout/Blockout		0.5		Annually	3 Years
Power Tools & Hand Tool Safety		0.25		Annually	3 Years
Vehicle Safety		0.25		Annually	3 Years
Asbestos Awareness Verification	SISC will Provide In Person		DATES TBD	Annually	3 Years
Power Cart & Low Speed Vehicle Safety (Utility Cart)		0.25		Every 3 years	Required AS NEEDED/designated Employees
* CPR/First Aid/AED/Sudden Cardiac Arrest			In Person	Every 2 Years	Required AS NEEDED/designated Employees
	TOTAL	6.75			

*NOTE: CPR/First Aid many not be mandatory for this position-please consult with your district.

*NOTE: CPR/First Aid/AED Training will be given in Fall and Spring through the JPA for coaches and new employees.

Food Service Mandatory Training Courses:

Course	Time	Frequency	Record retention
HSA Basic Pest Management in school and child care settings- SB 1405	1	Annually	3 Years
Heat and Illness Prevention- Title 8-3395	0.5	Annually	3 Years
Bloodborne Pathogens- Title 8-5193	0.5	Annually	3 Years
COVID-19 Prevention	Cal/OSHA ETS	Annually	3 Years
Injury and Illness Prevention-	Title 8-3202	Annually	3 Years
Mandated Child Abuse Reporting- AB 1432	0.5	Annually	3 Years 10 Years if abuse or abuse allegation.
Bullying-AB 2291	0.5	Annually	3 Years
Sexual Harassment (non-supervisors)-	Title VII Title IX	Every 2 Years	Life of employment
Fire Extinguishers	0.25	Annually	3 Years
Kitchen and Food Safety	0.5	Annually	3 Years
Civil Rights in the Child Nutrition Programs - Title 5, California Code of Regulations (5 CCR) https://surveys2.cde.ca.gov/s.asp?k=155880803562	0.25	Annually	3 Years
* CPR/First Aid/AED/Sudden Cardiac Arrest	In Person	Every 2 Years	Required AS NEEDED/designated Employees
	TOTAL	6	3 Years

*NOTE: CPR/First Aid many not be mandatory for this position-please consult with your district.

*NOTE: CPR/First Aid/AED Training will be given in Fall and Spring through the JPA for coaches and new employees.

Transportation Mandatory Training Courses:

Course	Time	Frequency	Record retention
HSA Basic Pest Management in school and child care settings- SB 1405	1	Annually	3 Years
Heat and Illness Prevention- Title 8-3395	0.5	Annually	3 Years
Bloodborne Pathogens- Title 8-5193	0.5	Annually	3 Years
COVID-19 Prevention	Cal/OSHA ETS	Annually	3 Years
Injury and Illness Prevention-	Title 8-3202	Annually	3 Years
Mandated Child Abuse Reporting- AB 1432	0.5	Annually	3 Years 10 Years if abuse or abuse allegation.
Bullying-AB 2291	0.5	Annually	3 Years
Sexual Harassment (non-supervisors)-	Title VII Title IX	Every 2 Years	Life of employment
Custodial Safety	0.25	Annually	3 Years
Fire Extinguishers	0.25	Annually	3 Years
Power Tools &Hand Tool Safety	0.25	Annually	3 Years
Vehicle Safety	0.25	Annually	3 Years
Power Cart & Low Speed Vehicle Safety (Utility Cart)	0.25	Every 3 years	Required AS NEEDED/designated Employees
* CPR/First Aid/AED/Sudden Cardiac Arrest	In Person	Every 2 Years	Required AS NEEDED/designated Employees
	Total	6.25	

***NOTE: CPR/First Aid/AED Training will be given in Fall and Spring through the JPA for coaches and new employees.**

Supervisors Maintenance, Operations and Transportation Mandatory Training Courses:

Course	Time	Frequency	Record retention
HSA Basic Pest Management in school and child care settings- SB 1405	1	Annually	3 Years
Heat and Illness Prevention--Title 8-3395 (handout/test for Supervisors)	0.5	Annually	3 Years
Bloodborne Pathogens- Title 8-5193	0.5	Annually	3 Years
COVID-19 Prevention	0.5	Annually	3 Years
Injury and Illness Prevention-	0.5	Annually	3 Years
Mandated Child Abuse Reporting AB 1432	0.5	Annually	3 Years 10 Years if abuse or abuse allegation.
Bullying-AB 2291	0.5	Annually	3 Years
Sexual Harassment-Supervisors	2	Every 2 Years	Life of employment
Fire Extinguishers	0.25	Annually	3 Years
Custodial Safety	0.25	Annually	3 Years
Lockout/Blockout	0.5	Annually	3 Years
Power Tools & Hand Tool Safety	0.25 M&O only	Annually	3 Years
Power Cart & Low Speed Vehicle Safety (Utility Cart)	0.25	Every 3 years	Required AS NEEDED/designated Employees
Vehicle Safety	0.25	Annually	3 Years
Supervising for Safety	0.5	Annually	3 Years
Best Pest Management Practices Around Children (Advanced) https://online2.cce.csus.edu/dpr/login/index.php	0.5	Person Applying/Spraying	Annually
AHERA Designated Person	2	Designated Asbestos Person	Annually
Asbestos Awareness Verification	SISC will Provide In Person	DATES TBD	Annually
* CPR/First Aid/AED/Sudden Cardiac Arrest	In Person	Every 2 Years	Required AS NEEDED/designated Employees
	Total	10.75	

*NOTE: CPR/First Aid many not be mandatory for this position-please consult with your district.

*NOTE: CPR/First Aid/AED Training will be given in Fall and Spring through the JPA for coaches and new employees.