

Safe Schools Training

As a new employee, you are **required** to complete the following mandatory training courses:

- **Bloodborne Pathogen Exposure Prevention**
- **Hazard Communications: Right-to-Understand**
- **Medication Administration: Epinephrine Auto-Injectors**
- **Youth Suicide: Awareness, Prevention and Postvention**

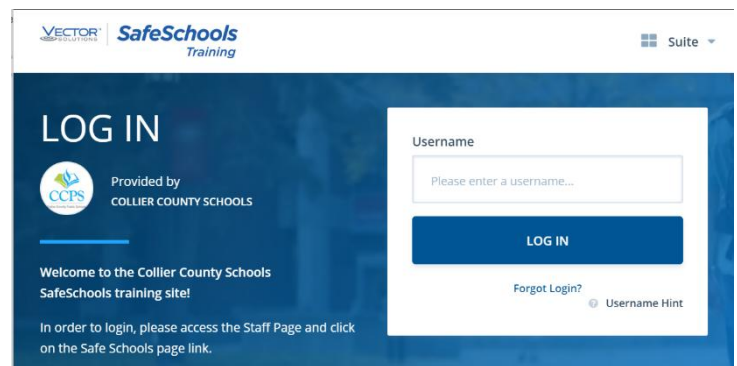
These trainings are provided online through Vector Solutions (also known as Scenario Learning / SafeSchools), an interactive multimedia platform. You may access and complete the courses either from home or at work.



You will not be able to login to Safe Schools until you have received your first paycheck from Collier County Public Schools. Once you receive your first paycheck, you have two weeks to complete the assigned training(s). All trainings must be completed by the end of December or before winter break, unless you are hired after this time period.

Logging in to SafeSchools

1. Open your CHROME browser. Chrome is the preferred browser for this application.
2. Go to: <https://collier-fl.safeschools.com/login>
3. Enter your network username or Employee ID number.
4. Click Login.
5. The welcome (confirm login) screen will display.
6. Enter your network password.
7. Click Login again to access your account.
8. Your assigned trainings will display on the home page.

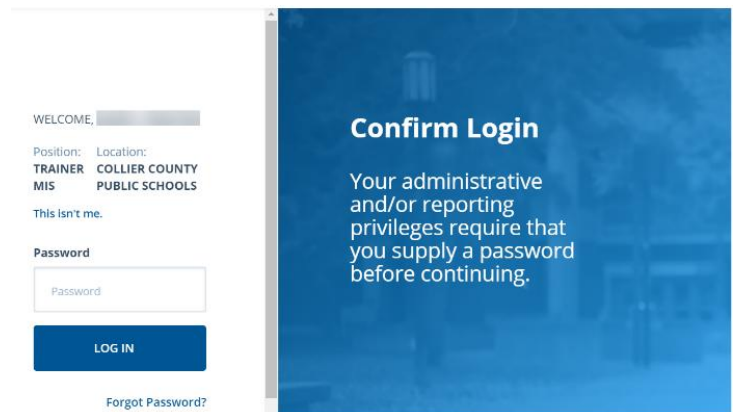


Forgot Login

If you are unable to log in, use the Forgot Login option to reset your credentials.

From the SafeSchools login page:

1. Enter your CCPS Employee ID number.
2. Click the Forgot Password link.
3. Enter your CCPS email address.
4. A password reset email will be sent to your CCPS email account.
5. Follow the instructions in the password reset email to change your password.



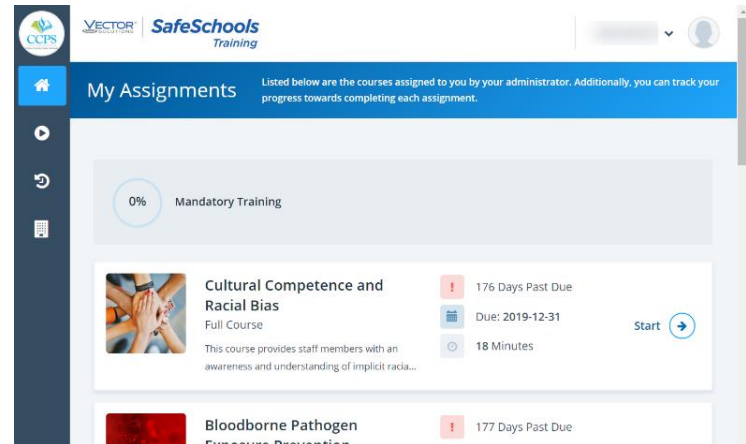
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Completing Trainings

Each training must be completed in full and in sequential order to receive credit and a certificate of completion. Skipping modules and proceeding directly to the quiz will not result in course completion; the system will mark the training as “in progress”.

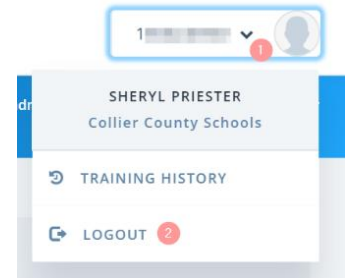
To receive credit, you must achieve a score of 80% or higher on the quiz. You may retake the course as many times as needed to earn a passing score and obtain your certificate of completion.

Reminder: Click the blue ribbon icon to print your certificate of completion.



Logging Out of SafeSchools

1. Click your employee ID number in the upper-right corner of the screen.
2. Select Log Out.



If you have questions regarding the trainings or need assistance with logging in, please email helpdesk@collierschools.com or call 239-377-0445.