

**LA CENTER SCHOOL DISTRICT NO. 101**  
**ANNUAL TRAINING CONFIRMATION FORM FOR EMPLOYEES/SUBSTITUTES/COACHES AND VOLUNTEERS**

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(Please Print)

The following training is required annually for every EMPLOYEE/SUBSTITUTE/COACH AND VOLUNTEER of the La Center School District.

Please log on to our website at [www.lacenterschools.org](http://www.lacenterschools.org) – *staff page* to access the **Annual Training Slide Show and Sign Off Form**

Please check off each item as you review it. Once you have completed your review, please sign the bottom of this form and return it to Julie McKee in the District Office. PLEASE NOTE: By signing this sheet you acknowledge that you understand policies and procedures outlined in the review.

- |  |          |                          |
|--|----------|--------------------------|
| 1. LCSD Mandatory Safety Training Overview                             | Reviewed | <input type="checkbox"/> |
| 2. LCSD Mandatory Safety Training Overview Cont.                       | Reviewed | <input type="checkbox"/> |
| 3. Safety Program (Policy 6511)  | Reviewed | <input type="checkbox"/> |
| 4. First Aid Training (Not required of all employees)                  | Reviewed | <input type="checkbox"/> |
| 5. Emergency Response Procedures                                       | Reviewed | <input type="checkbox"/> |
| 6. HIV/Hepatitis B   | Reviewed | <input type="checkbox"/> |
| 7. Infection Control Program (Policy 6512, 3414)                       | Reviewed | <input type="checkbox"/> |
| 8. Boundary Invasion Policy (5253)                                     | Reviewed | <input type="checkbox"/> |
| 9. Sexual Harassment (Policy 6590)                                     | Reviewed | <input type="checkbox"/> |
| 10. Sexual Misconduct Notification                                     | Reviewed | <input type="checkbox"/> |
| 11. Harassment, Bullying, and Intimidation (Policy 3207)               | Reviewed | <input type="checkbox"/> |
| 12. Weapons/Firearms (Policy 4210)                                     | Reviewed | <input type="checkbox"/> |
| 13. Use of Tobacco on School Property (Policy 4215)                    | Reviewed | <input type="checkbox"/> |
| 14. Drug Free Workplace (Policy 5201)                                  | Reviewed | <input type="checkbox"/> |
| 15. Asbestos   | Reviewed | <input type="checkbox"/> |
| 16. Pesticide (Policy 6895)  | Reviewed | <input type="checkbox"/> |
| 17. Notification of Threats of Violence or Harm (Policy 4314)          | Reviewed | <input type="checkbox"/> |
| 18. Use of Videos in Class (Policy 2027)                               | Reviewed | <input type="checkbox"/> |
| 19. Electronic Information System (K-20 Network) (Policy 2022 & 2022P) | Reviewed | <input type="checkbox"/> |
| 20. Staff Treatment (Executives Limitations-4)                         | Reviewed | <input type="checkbox"/> |
| 21. End of Annual Training   | Reviewed | <input type="checkbox"/> |

Signature: \_\_\_\_\_

Date: \_\_\_\_\_