

LA CENTER SCHOOL DISTRICT NO. 101
ANNUAL TRAINING CONFIRMATION FORM FOR SUBSTITUTES AND VOLUNTEERS

Name: _____ Date: _____

(Please Print)

The following training is required annually for every **SUBSTITUTE AND VOLUNTEER** of the La Center School District. Please log on to our website's www.lacenterschools.org – staff page to access the mandatory annual training power point. 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.

Employment and /or volunteer service will not begin until this form along with a completed application or related paperwork is received.

LCSD Mandatory Safety Training Overview	Reviewed	<input type="checkbox"/>
Safety Program (Policy 6511)	Reviewed	<input type="checkbox"/>
Job Specific Safety Standards	Reviewed	<input type="checkbox"/>
First Aid Training (Not required of all employees)	Reviewed	<input type="checkbox"/>
Emergency Response Procedures	Reviewed	<input type="checkbox"/>
HIV/Hepatitis B	Reviewed	<input type="checkbox"/>
Infection Control Program (Policy 6512, 3414)	Reviewed	<input type="checkbox"/>
Boundary Invasion Policy (5253)	Reviewed	<input type="checkbox"/>
Sexual Harassment (Policy 6590)	Reviewed	<input type="checkbox"/>
Harassment, Bullying, and Intimidation (Policy 3207)	Reviewed	<input type="checkbox"/>
Weapons/Firearms (Policy 4210)	Reviewed	<input type="checkbox"/>
Drug Free Workplace (Policy 5201)	Reviewed	<input type="checkbox"/>
Asbestos	Reviewed	<input type="checkbox"/>
Pesticide (Policy 6895)	Reviewed	<input type="checkbox"/>
Notification of Threats of Violence or Harm (Policy 4314)	Reviewed	<input type="checkbox"/>
Sexual Misconduct Notification	Reviewed	<input type="checkbox"/>
Use of Videos in Class (Policy 2027)	Reviewed	<input type="checkbox"/>
Electronic Information System (K-20 Network) (Policy 2022 & 2022P)	Reviewed	<input type="checkbox"/>
Staff Treatment (Executives Limitations-4)	Reviewed	<input type="checkbox"/>
End of Annual Training	Reviewed	<input type="checkbox"/>

Signature: _____

Date _____