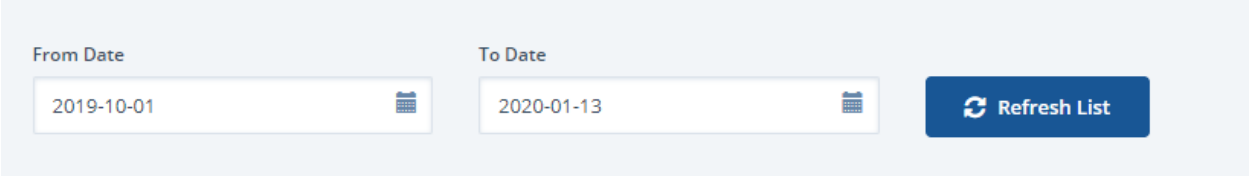
SafeSchools Training History Instructions

1. Log into your SafeSchools account at https://washk12-ut.safeschools.com/
2. Click on the icon on the sidebar menu.
3. Change the "**From Date**" and "**To Date**" to the date range you would like to view, then click "**Refresh List**".



4. Scroll down the list of completed trainings to find any previously completed Suicide Prevention training.
5. You can view or print the certificate of completion by clicking on "View Certificate".

INSTRUCTION for SAFESCHOOLS 2 hour SUICIDE PREVENTION TRAINING

1- log into the SafeSchools program (https:washk12-ut.safeschools.com/login) The username should be first name.last name (for example jane.doe)

2- Click the button "Log me in"

3- Click on icon on the left sidebar menu. That is where the extra training is available.

4- Scroll down to the Social and Behavioral category and click on Youth Suicide: Awareness, Prevention, and Postvention.

5- 3 course options will be available on the right side. Select the training for the amount of time you need.

6- Once you have completed the training, you should be able to print a certificate of completion. Save the certificate of completion for your records.