



Safety Training Courses by SafeSchools

Instructions for SafeSchools.Com Online Safety Training

Hello Riverview Staff!

We are pleased to offer a new way of delivering many of the safety training that we are required to complete each year. With SafeSchools, you will be able to do the training on the internet at your convenience - even from the comfort of your own home!

How to log on to the online training program:

1. Using your web browser, go to the web page <http://riverviewschools.mi.safeschools.com/> (No "www" is necessary.)
2. To access your assigned training, enter your username, which follows the following format: **<FirstInitial><LastName>**
EXAMPLE: **John School would be JSchool**
3. Your assigned course or courses will be listed on your personal SafeSchools home page under "Mandatory Training"
4. Select any course by simply clicking on the name of the course. The courses have audio so turn up your speakers if you wish to hear the narration. Complete all the training scenarios and the assessment to receive completion credit for the course. You will have the option to print out a Certification of Completion once you complete the course. You do not have to print out the certificate – Human Resources will be able to see that you have completed the courses online.

If you have any questions or problems with the site, please contact:

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Thanks - and have a safe year!