

## TRAINING REQUIREMENTS FOR THREE-YEAR CYCLE OF SCHOOL SAFETY PROGRAM

### Key Points

- All training requirements must be met each year to be in compliance with the grant. If training requirements are not met, a LEA will be placed on a programmatic hold. The result will be a non-approval of reimbursement requests until training requirements are met. In addition, being out of compliance could affect the result of continuation of the SSP for the next competitive cycle.
- All administrators (District/Site/Agency) and officers are required to attend a training each year they participate in the program.
  - Administrators (District/Site/Agency) who are NEW to the School Safety Program are required to take Leadership 101 in the year they join the program.
  - Administrators (District/Site/Agency) who are CONTINUING on the School Safety Program are required to attend an advanced leadership training – Leadership 200 OR Leadership 300
  - To support the integrity of the program, it is a best practice for a New administrator and officer to join a Continuing administrator in an advanced leadership training (Leadership 200 OR Leadership 300).
- Access the Law for Kids website <https://lawforkids.org/school-safety-program> to register for trainings, review training attendance history, or obtain proof of training attendance.

### FAQs

Who is the Site Administrator?	The site administrator is the person who will successfully implement the goals and the workflow of the School Safety Program. This is typically the school principal, however, a principal can assign a Designee.
Who can be assigned as a Designee?	An Assistant Principal or Dean of Students can be a designee.
I am a NEW Site Administrator with an assigned designee, am I required to attend Leadership 101?	Both the Site Administrator (Principal) and Designee (Assistant Principal or Dean of Students) must attend Leadership 101. Thereafter, the designee can attend the required advanced leadership trainings held each year.
What trainings do I need to attend as a NEW Site Administrator?	Leadership 101
I am the Designee in my 2 <sup>nd</sup> year of the program, what training do I need to attend?	Leadership 200
I am the Designee in my 3 <sup>rd</sup> year of the program, what training do I need to attend?	Leadership 300
<b>Why do I have to attend the required trainings?</b>	<b>Trainings provide the guidance to successfully execute the standards of the School Safety Program. Attending the required trainings helps increase your chance of remaining on the SSP from cycle to cycle.</b>
Additional training questions?	Please contact: Yasmin Lynch School Safety Specialist Phone: 602-542-3572 Email: <a href="mailto:Yasmin.Lynch@azed.gov">Yasmin.Lynch@azed.gov</a>

**TRAINING REQUIREMENTS FOR THREE-YEAR CYCLE OF SCHOOL SAFETY PROGRAM**

SSAPT Member		New Officer Training (NOT) [4 Days]	Advanced LRE Academy (Returning Officers)	Leadership 101 (1 <sup>st</sup> day of NOT)	Leadership 200 (Team-based training) <b>*Best practices: Entire team should attend</b>	Leadership 300 (Team-based training) <b>*Best practices: Entire team should attend</b>
SRO/JPO		ALL new officers	X	All new officers		
Agency Supervisor	FY2020-New			X		
	FY2019- If attended L101				X	
	FY2019- If attended L200					X
District Administrator	FY2020-New			X		
	FY2019- If attended L101				X	
	FY2019- If attended L200					X
Site Administrator	FY2020-New			X		
	FY2019- If attended L101				X	
	FY2019- If attended L200					X

\*Best Practices use: Print this matrix for each SSAPT member to use as a checklist.

