



Clinton Community Schools
Required Online Memorandums and Training

Instructions for SafeSchools.Com

Hello Staff!

We're pleased to again offer online delivery of required annual memorandums and trainings. With SafeSchools, you will be able to do the trainings on the internet at your convenience – even from the comfort of your own home! Additionally, there are documents that you are required to read annually that have been conveniently placed on this site as well.

How to log on to the online training program:

1. Using your web browser, go to the web page (no “www” is necessary):
<http://clinton.mi.safeschools.com>.
2. To access your assigned training, enter your username, which follows the following format: **FIRST NAME.LAST NAME**
EXAMPLE: **John School would be john.school**
Then enter your password, which is initially defaulted to (up to) the first five characters of your first name.
3. Your assigned course(s) and memorandums 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.

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

Karen Perez
Extension 502 or (517) 456-2060
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Thanks - and have a safe year!