

## **Safety Training Courses by SafeSchools**

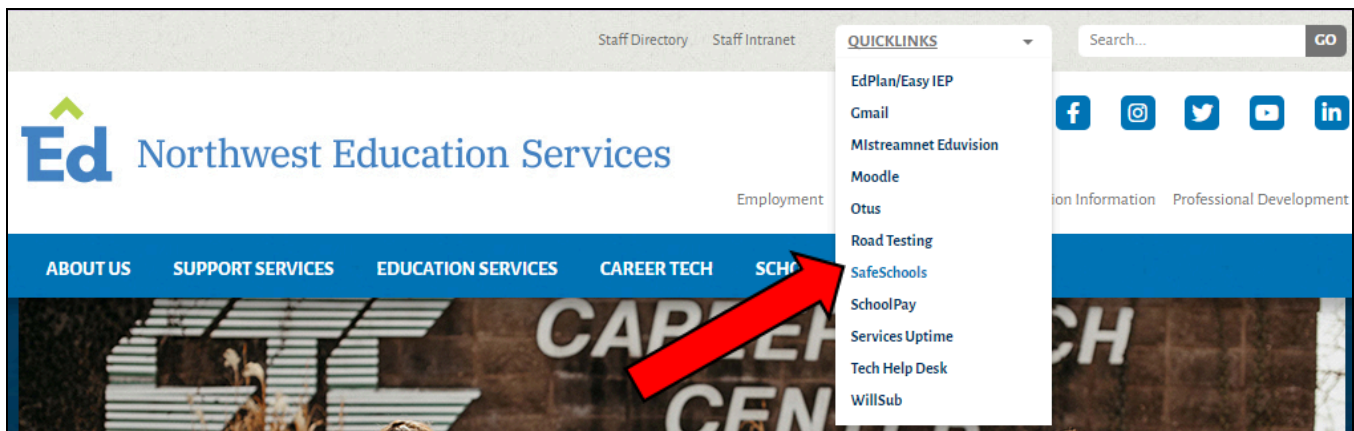
(Please complete all courses and assessments assigned to you within 30 days of your hire date.)

Welcome to North Ed!

We are excited to offer an efficient and effective way to deliver essential safety training courses that are required to be completed every school year. You can complete the training courses at your convenience.

### **Login Instructions**

1. Go to North Ed's web page [www.northwested.org](http://www.northwested.org)
2. Above the banner at the top of our homepage, you will see a set of hyperlink options. Click the **QUICKLINKS** drop-down box. This should produce a set of options:



3. Click on SafeSchools.
4. Enter your username, which follows the format of: First Initial and Last Name (all lower case).  
*EXAMPLE:* John School ⇒ jschool
5. Password default is the same as username and can be changed after logging in.
6. Your assigned courses are listed on your home page.
7. Select *Start* to begin a course.
8. Complete all courses and assessments within 30 days and you will be set for the school year.
9. Every year you should receive an email from Safe Schools assigning your courses for that year.

### **Questions?**

Human Resources Support

[hr\\_support@NorthwestEd.org](mailto:hr_support@NorthwestEd.org)

231-922-6200