



CTECS Mandatory Training Policy

The following are mandatory and/or required training for CTECS and/or school employees.

The following trainings will be uploaded to VECTOR by the Education Consultant for Security, Environmental, Health and Safety. Trainings will be managed in coordination with the Superintendent's Office & building administration. These are required yearly and will be uploaded and distributed on **July 1** of each year. It is expected that ALL school employees completed required VECTOR trainings by **November 15** of each calendar school year. Please note additional training courses may be assigned on an as needed basis throughout the school year. Time will be provided by building leaders to support this completion of this request.

- Bloodborne Pathogen Exposure Prevention
- General Safety Orientation
- Hazard Communication:
- Lockout/Tagout
- Health Emergencies: Seizures
- Staff Handbook (sign off)
- Violence in the Workplace Prevention Policy (sign off)
- Medication Administration: Naloxone
- Making Schools Safe and Inclusive for LGBTQ+ Students

The following trainings will be organized by the Supervisor for Professional Development. Trainings will be managed in coordination with building professional development chairpersons. These are required yearly.

- Sexual Harassment Prevention - CHRO
- DCF Mandated Reporter Training + Sexual Assault Prevention
- Module 5
- Human Trafficking
 - Required every three years after initial training
 - Initial training needs to be completed within 6 months of being hired.

The following trainings will be organized and managed by Human Resources and built in as part of our centralized onboarding orientation program. All State of Connecticut employees must complete the following trainings.

- Workplace Diversity and Inclusion Training
- State Ethics Training
- Workplace Violence Prevention
- Domestic Violence Prevention and Legal Protections Training

Dr. Justin Lowe, Interim Superintendent

Issued: August 2024