



## Required Trainings

July 21, 2020

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This list is meant to be a guide to help districts build their individualized list of required trainings for certified personnel. This is neither an exhaustive list of annual, mandatory trainings for your district, nor is it an endorsement for the resources or providers.

- **Active Shooter**

KRS 156.095 (7). Beginning November 1, 2019, and November 1 of each year thereafter, a minimum of one (1) hour of training on how to respond to an active shooter situation shall be required for all school district employees with job duties requiring direct contact with students. The training shall be provided either in-person, by live streaming, or via a video recording and may be included in the four (4) days of professional development under KRS 158.070(3)(a). New hires hired after the training has been provided for the school year shall be provided materials on how to respond to an active shooter situation.

Resources:

[FEMA Emergency Management Institute](#)

[Department of Homeland Security](#)

[Readiness and Emergency Management for Schools Technical Assistance Center](#)

[Kentucky Department of Criminal Justice Training](#)

- **Blood Borne Pathogens**

OSHA/U.S. Dept. of Labor, 29 CFR 1910.1030. As required by federal OSHA law, school systems, like other employers, must identify personnel that could be exposed to blood or other potentially infectious materials (OPIM) and provide annual training on blood borne pathogens. Training is a requirement for all employees and the control plan is part of the school's annual health services program. PD credit should not be issued for the annual training if completed during the contracted school day. **In schools, the training is typically provided by the district/school nurse.**

- **Physical Restraint and Seclusion**

704 KAR 7:160 Section 2 (1)(a)(c). Each school district shall establish policies and procedures that ensure all school personnel are aware of and trained annually to use an array of positive behavior supports and interventions. Training is required for all teachers, principals, administrators, school counselors, social workers, other professionals, nurses, school resource officers, other law enforcement officers and other support staff who are employed in a school or who perform services in the school on a contractual basis. Online [PBIS training](#) is a free resource districts may use to provide school-wide instruction for staff purposes although there is no obligation to do so. The issuance of PD credit for participation in the online training is not compulsory but a local decision determined by the district.



## Required Trainings for Certified Staff

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- **Prevention of Child Abuse and Neglect**

KRS 156.095 (8)(e)-(f). All school administrators, certified personnel, office staff, instructional assistants, and coaches and extracurricular sponsors who are employed by the school district prior to January 31, 2017, shall complete the [implemented training or trainings](#) by January 31, 2017, and then every two (2) years after. All school administrators, certified personnel, office staff, instructional assistants, and coaches and extracurricular sponsors employed by the school district hired after January 31, 2017, shall complete the implemented training or trainings within ninety (90) days of being hired and then every two (2) years after. The Department of Education maintains a posting of approved trainings and other materials for district training. The issuance of PD credit for the trainings is determined by the district.
- **Seizure Disorders**

KRS 158.070 (3)(b). At least one (1) hour of self-study review of [seizure disorder materials](#) shall be required for all principals, school counselors, and teachers hired after July 1, 2019. This self-study review shall be in addition to the four days required under KRS 158.070 (3)(a) and is a one-time requirement - NOT an annual requirement.
- **Suicide Prevention**

KRS 156.095 (6)(c). Beginning with the 2018-2019 school year, and every year thereafter, a minimum of one (1) hour of high-quality [suicide prevention training](#), including the recognition of signs and symptoms of possible mental illness, shall be required for all high school and middle school employees with job duties requiring direct contact with students. The training shall be provided either in-person, by live streaming, or via a video recording and may be included in the four (4) days of professional development under KRS 158.070(3)(a). New hires shall be provided suicide prevention materials by the district for the staff member to review.
- **CPR/AED/First Aid**

Training is not required for all staff. However, 702 KAR 1:160 Section 2(10)(b) states that there shall be at least one adult present in the school who is certified in a standard first aid course which includes CPR for infants and children. Refer to district policy to determine local training requirements.
- **FERPA/ Confidentiality**

Districts need to be aware of the general guidelines and measures to protect and prevent access to restricted information. Schools are required to take pre-emptive measures to protect and prevent access to confidential student (and staff) records by unauthorized people.

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