

Navigate to: https://claycounty-wv.safeschools.com/





If a password was assigned to you, type in your password. Most accounts are created without a password to access the site. If that doesn't work, select the *"Forgot Password"* link. An email will be sent to the address on file.

Once logged in you will see a Home button in the top left hand corner. Here, you will see your assignments.



<u>All staff members</u> will need to complete their trainings by assigned deadlines.

To view professional development and trainings that you have completed, go to the upper right hand corner and select the drop down arrow "V" next to your name. Look under *"Training History"* toview completed courses and certificates. If you would like a printed copy of a completed course, just click on View Certificate (in green) and print from there.

Select the following link to get started: https://claycounty-wv.safeschools.com/