

Career Safety Education Guide for Educators

Thank you for registering your students in Career Safety Education. By exposing your students to safety training, you are encouraging routine safe choices and the development of risk analysis skills that will prove valuable for the rest of their lives.

This guide is intended to show you how to incorporate Career Safety Education into your classroom. This is only one example. What works for one class may not work for the next. If this format does not suit your class, we will work with you to build one that does.

Our program can always be improved, and we welcome your feedback to make it easier for students and educators. All courses except Construction and Trades: SCOT (Safety Construction Orientation Training) and Healthcare: WAVE (Workplace Assessment and Violence Education) are available through our Learning Management System. Course durations are outlined in this document.

Table of Contents

- 1.0 Registering your Students..... 2
- 1.1 Self-Registering Activity..... 2
- 2.0 New Worker Readiness Course..... 2
- 3.0 Mental Health Wellness Resiliency 3
- 4.0 WHMIS 3
- 5.0 Hearing Protection 3
- 6.0 Industry Courses 4
- 7.0 Tips for Success 4



1.0 Registering your Students

The Career Safety Education program begins with students self-registering on our website here: <https://www.sasksafety.org/career-safety-education.html#Youth>. This form allows the Saskatchewan Safety Council to email students course links and provide assistance.

For confidentiality protection, we do not sell, share, or distribute email lists to anyone else. Students may “opt out” of future emails.

If there are concerns about privacy, we can work with you to register students and provide you with the course links.

1.1 Self-Registering Activity

Students will self-register for the Career Safety Education program. They will register and receive an email detailing how to access the first course through the Learning Management System.

Suggested Time: 15 minutes

Approach:

1. Provide students with this link:
<https://www.sasksafety.org/career-safety-education.html#Youth>
2. Have them sign up in class or as homework.
3. They have 2 pages to go through, consent to receive emails and the program registration.
4. When they register, they need to choose a minimum of one industry course.
5. Once they register, they should receive an email within one business day outlining how to begin the first course the New Worker Readiness Course (NWR). Have the student check their junk folder if the email doesn't appear.

2.0 New Worker Readiness Course

The New Worker Readiness Course was developed for young and new workers. Providing knowledge to work safely and walk into work with confidence. Understand how to work in Saskatchewan, what is required, be aware of the risks, hazards, and safety training that can be seen in most workplaces to ensure every new worker is prepared for a safe, and successful career.

Suggested Time: 2-3 hours

Approach:

1. Students will have the email that details how to get started on the course
2. Assign the course as homework or dedicate class time to complete the course.
3. Once completed, have students email you a digital copy of the certificate to show proof of completion.
4. After submitting their New Worker Readiness certificate, students unlock access to the Mental Health Wellness Resiliency course.

3.0 Mental Health Wellness Resiliency

The workplace is one of the key environments that affect our mental health. In this program, different people from our community share their story and how they are healing and focusing on building resiliency. Learn how to address mental health in the workplace and promote healthy mental wellness, employees can also take their own steps towards becoming resilient.

Suggested Time: 2 hours

Approach:

1. After submitting their Mental Health Wellness Resiliency certificate, students unlock access to the WHMIS 2015 course.
2. Assign the course as homework or dedicate time to the course in class.
3. After completion, have students email you a digital copy of the certificate to show proof of completion.

4.0 WHMIS

The Workplace Hazardous Materials Information System (WHMIS 2015) is a nationwide right-to-know legislation that gives Canadian workers the right to access and understand information on hazardous chemical substances found in their workplace. Canada-wide regulations require that anyone working either with, or in the vicinity of, materials classified under WHMIS regulations receive proper training. This interactive WHMIS training has been specifically developed for youth and new workers.

Suggested Time: 30 minutes

Approach:

1. After submitting their Mental Health Wellness Resiliency certificate, students will unlock access to the WHMIS 2015 course.
2. Assign the course as homework or dedicate time to the course in class.
3. After completion, have students email you a digital copy of the certificate to show proof of completion.

5.0 Hearing Protection

In most workplaces noise is a common risk. Prolonged and constant exposure can result in serious health issues. The health and safety of workers can be affected, the result could be temporary and permanent physical damage. This course will provide how to control the noise and with proper training and safety measures in place, the risks of injury can be reduced to protect everyone in the workplace.

Suggested Time: 1.5 hours

Approach:

1. After submitting their Hearing Protection certificate, students will unlock access the industry courses.
2. Assign the industry course as homework or dedicate time to the course in class.
3. After completion, have students email you a digital copy of the certificate to show proof of completion.

6.0 Industry Course(s)

There are several industry courses that students can choose from. Students are required to choose a minimum of one industry course to complete Career Safety Education. We do encourage students to take the opportunity to obtain additional safety training certifications that are available. As an Educator, you can choose certain industry courses that are required to complete as part of this in-classroom assignment. The industry courses available:

1. Agriculture (OATS): 3-4 hours
2. Building Construction and Trades (SCOT): 3 hours
3. Fall Protection Training: 4 hours
4. Ground Disturbance for Saskatchewan Workers: 3 hours
5. Healthcare (WAVE): 45 minutes
6. Respiratory Protection Training: 2.5 hours
7. Retail Safety Training: 50 minutes

Approach:

1. After submitting their Hearing Protection certificate, students will unlock access all industry courses outlined above.
2. Assign the industry course(s) as homework or dedicate time to the course in class.
3. After completion, have students email you a digital copy of the certificate to show proof of completion.
4. After the industry course(s) assigned is completed, the student has completed Career Safety Education.

Important Notice

If a student chooses Construction and Trades: SCOT (Safety Construction Orientation Training) or Healthcare: WAVE (Workplace Assessment and Violence Education) as industry course(s) the student must email cse@sasksafety.org. Log-in information will be emailed directly to the student. A digital copy of their SCOT or WAVE certificate must be emailed to cse@sasksafety.org to provide confirmation of completion. Students to be provided access to these courses within 24 hours by email as they are not available in the Learning Management System.

7.0 Tips for Success

If there are questions or concerns, please email the Saskatchewan Safety Council at cse@sasksafety.org or contact us directly by phone at 306-757-3197.

- Assign students passwords for each course in case they lose or forget the password. Keep track of their progress throughout the program.
- If technical difficulties occur, screenshot the problem and provide details to cse@sasksafety.org or access the Tawk Help function on our website.
- The Saskatchewan Safety Council is open Monday through Friday from 8:00 am to 4:00 pm. Please advise students that if they email outside of these hours, they will not receive a response until the office is open.