



SAFE ENVIRONMENT TRAINING

**To participate in ANY on or off campus school-related activity,
EACH PARENT/VOLUNTEER MUST COMPLETE THIS PROCESS!**

The training is good for 3 years!

1. Go to: <http://safeandsacred-htdiocese.org>
2. Use your existing account. Do not create a new one unless this is your first time to Safe Environment.
Click on "Forgotten Username or Password?" if needed.
3. You will be prompted to begin our Background Check when logged in. (The screen will say: Welcome! Are you ready to begin the background check process? Choose Continue.
4. For assistance with your account contact Safe and Sacred or the Safe Environment Coordinator at your location (Diocesan Church, School, or Entity.) -CCES/Stephanie Stanley

Training Course Steps:

- Update Account Profile
- Nationwide Background Check (may take up to two weeks to process)
- References (New employees/volunteers only)
- Self-reporting Questionnaire
- Safe Environment Training Courses
- Code of Professional Conduct
- Certificate issued (after all steps are completed, including your background check)

Once this Safe Environment training is complete,
it will be good until June of 2024.