



STEP BY STEP

For programs with
less than 50 People

QUESTIONS TO ANSWER WHEN PLANNING OUT YOUR TRAINING

01

Which training topics are you interested in?

Apart from our Active Shooter Preparedness course, our other popular training topics are listed below. Many of these training topics go hand-in-hand with Active Shooter Preparedness and are a great way to add additional insights and expertise for your team.

- De-escalation Techniques
- Situational Awareness
- Staying Safe During Home Visits
- Fire Safety and Prevention
- Cyber Security
- Domestic Violence

02

What method of training works best for your staff?

We recommend a same-day in-person lecture, site assessment, and hands-on training at the site where you provide service. This is the best way to have personal and memorable training, and to customize the experience to fit your site's unique needs. If for some reason that won't work for your team, just let us know and we can modify the training appropriately. We conduct trainings after hours, at night, on weekends, and on staff development days. We recognize that professional development time is valuable and we will work with your program to schedule the training that is the most convenient for your program.

03

What to expect when we visit your site

At your site, we will start our visit with the site security assessment. This should take 1 hour - 1.5 hours, but can vary based on the size of your program. This will consist of a full walkthrough of your facility with the site director. During the walkthrough, we will answer questions about the site's specific needs, and will provide recommendations on how best to increase safety and security. We will send a detailed site security report with our observations and recommendations within one week of the visit. We will then conduct an in-person lecture to all staff on Active Shooter Preparedness. This course will take 2 hours. If you'd like to include additional training topics, we will also conduct those trainings as in-person presentations. Additional topics will increase the amount of time needed for the lecture portion.

After the lecture portion, we will conduct a hands-on practical training where staff can work on the techniques learned in their own classrooms or offices. During the hands-on portion, staff will develop and test out emergency response action plans. This provides an opportunity for staff to engage directly with the expert trainers and ask any questions they may have about their particular site. The estimated duration of the hands-on portion varies by the size of the program, but typically it takes 1 hour to complete.

04

Accounting for staff turn over

Recognizing that staff turnover does occur, we provide access to our learning management system for 1 year. This includes the 2-hour Active Shooter Preparedness on-demand course, the 1 hour De-Escalation Techniques course, and the 45 minute Situational Awareness course.

05

Continued learning

We recommend that programs complete the Active Shooter Preparedness training at least every 2 years. This helps ensure all staff receive the training and receive updates on the latest leading practices and response options.