**All New Staff Orientation Training**

**Mandated Videos**

**All staff must start with their MOPD ID in order to view videos and to be approved through the State of Missouri – Licensing.**

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| **Site Mng Date & Initial** | **Staff Date & Initial** | **Day 1 – all videos must be watched on a desktop or laptop computer and must be completed before a staff person may enter the classroom.** |
|  |  | Site Manager goes over Orientation packet – EMAA and State of Missouri |
|  |  | Human Resources/Payroll paperwork completed, signed, and emailed to HR and Area Coordinator. |
|  |  | Missouri Child Abuse & Neglect Mandated Reporter Training (Video) |
|  |  | Supervision in Childcare (Video) |
|  |  | Making a Difference: Protecting Health & Keeping Children Safe (Video) |
|  |  | Safe Environment – Preschool – Virtual Lab (videos 1-7 only) |
|  |  | **These must be watched within 90 days of employment. The 90th day is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.** |
|  |  | Health & Safety Training (Video) |
|  |  | Licensing Rules and Best Practice (Video) |
|  |  | ABC’s of Safe Sleep: How to Reduce the Risk of SIDS (Video) |
|  |  | **Beginning the first week, after your 90 days, EDUCATION STAFF ONLY must being Creative Curriculum and Conscious Discipline Paperwork/Checklist.** |

