

# 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.

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## 1.0 Registering your Students

The Career Safety Education program begins with students self-registering on our website here: <https://signup.e2ma.net/signup/1864513/1732419/>. This form allows the Saskatchewan Safety Council to email students course links and guides.

**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 links and guides.**

### 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, the Young Worker’s Readiness Certificate Course.

**Suggested Time:** 15 minutes

#### **Approach:**

1. Provide students with this link:  
<https://signup.e2ma.net/signup/1864513/1732419/>
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 their Industry Orientation course.
5. Once they register, they should receive an email outlining how to begin Young Worker’s Readiness Certificate Course (YWRCC). Have the student check their junk folder if the email doesn’t appear.

## 2.0 Young Worker Readiness Certificate Course

The Young Worker Readiness Certificate Course was developed for young workers. It is separated into three modules:

1. Understanding the World of Work
2. Fairness at Work
3. Workplace Health and Safety

If your students have completed the course and have their certificates, they do not have to re-do this certificate. They need to send their certificate to [cse@sasksafety.org](mailto:cse@sasksafety.org).

**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 completing the course.
3. Once completed, have students email you and [cse@sasksafety.org](mailto:cse@sasksafety.org) a copy of the certificate.

### 3.0 Mental Health: Health and Wellness Strategies

The workplace is one of the key environments that affect our mental well-being and our health. While there is an acknowledgement and growing awareness of the role of the workplace in promoting or hindering mental wellness, employees can also take their own steps towards mental fitness.

**Suggested Time:** 45 minutes to 1 hour

**Approach:**

1. After submitting their YWRCC Certificate, students will receive an email outlining how to access the Mental Health Training.
2. Assign the course as homework or dedicate time to the course in class.
3. After completion, have students email you and [cse@sasksafety.org](mailto:cse@sasksafety.org) a copy of the certificate.

### 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.

**Suggested Time:** 1 hour to 2 hours

**Approach:**

1. After submitting their Mental Health Certificate, students will receive an email outlining how to access the WHMIS training.
2. Assign the course as homework or dedicate time to the course in class.
3. After completion, have students email you and [cse@sasksafety.org](mailto:cse@sasksafety.org) a copy of the certificate.

### 5.0 Industry Orientation

There are four Industry Orientation courses. Depending on the course the student chose when registering, they will receive a guide and additional instructions to access their Industry Orientation. The courses all vary in time:

Agriculture (OATS): 3-4 hours

Building Construction and Trades (SCOT): 3 hours

Road Construction (RSTS): 3 hours  
Healthcare (WAVE): 45 minutes

### **Approach:**

1. After submitting their WHMIS Certificate, students will receive an email outlining how to access their elective.
2. Assign the course as homework or dedicate time to the course in class.
3. After completion, have students email you and [cse@sasksafety.org](mailto:cse@sasksafety.org) a copy of the certificate.

## **6.0 Completion**

Once the Industry Orientation certificate is emailed to [cse@sasksafety.org](mailto:cse@sasksafety.org), the student will receive a Career Safety Education certificate.

## **7.0 Tips for Success**

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

- Assign students passwords for each course, such as their last name and a number, in case they lose or forget the password.
- If technical difficulties are occurring, screenshot the problem and provide details to [cse@sasksafety.org](mailto:cse@sasksafety.org).
- The Saskatchewan Safety Council is open Monday to Thursday from 8:00am to 4:30pm, and Fridays from 8:00am to 4:00pm. **Please advise students that if they email certificates outside of these hours, they will not receive a response until the office is open.**