



Grizzly Annual Notifications Checklist and Acknowledgement Form 2023

Items for you to review are available on the Grizzly Employee Resources website (<https://www.grizzlyyouthacademy.org/the-program/academics/employee-resources/>). Please go to the website and review the documents listed under Forms, Policies, and Notices.

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| Please complete this acknowledgement form and the items below and submit them via mail <u>or</u> email by October 31, 2023. Scanned/ electronic copies of these documents can be submitted electronically via email | |
| Mail To: SLOCOE ATTN: Human Resources, Alysen Barron 3350 Education Drive San Luis Obispo, CA 93405 | Email To: abarron@slococ.org |

- ✓ **Review the Forms, Policies, Notices, and Handbook documents on the Grizzly website and complete this Acknowledgement Form**
 1. Review the Policies and Notices on the GRIZZLY website <https://www.grizzlyyouthacademy.org/the-program/academics/employee-resources/>.
 2. Sign, date, and submit this Acknowledgement Form to HR
- ✓ **Annual Mandated Child Abuse Reporting for Educators Training Module**
ALL Substitute employees are required to complete this annual training by October 31, 2023
- ✓ **Annual Sexual Harassment Prevention Training for Non-Supervisory Personnel SB 1343**
ALL Substitute employees are required to complete this annual training by October 31, 2023
- ✓ **NEW- HSA Basic Pest Management in the School and Childcare Settings**
ALL Substitute employees are required to complete this annual training by October 31, 2023
- ✓ **Emergency Contact Form**

Grizzly Youth Academy Employee Acknowledgment:

The information listed above and on the GRIZZLY website outlines important information about the San Luis Obispo County Office of Education and Grizzly Youth Academy; I understand that I should consult the Human Resources department regarding any questions I may have. Since the information referred to on this page is subject to change, I acknowledge that revisions to the policies may occur. All such changes will be posted to the website and will be communicated to all employees. **I have reviewed all of the information listed above and understand that it is my responsibility to comply with the policies and any revisions made to them.**

Printed Name _____

Signature _____ Date _____