

1. Go the STAND training on the Archdiocese of Baltimore Child and Youth Protection website: [www.childsafeeducation.com/baltimore-archdiocese.html](http://www.childsafeeducation.com/baltimore-archdiocese.html)
2. Follow the instructions “CLICK HERE TO BEGIN TRAINING”
3. Enter user name: **nonarch** and password: **archbalt,** and click “OK”
4. Click on the link “CLICH HERE TO BEGIN TRAINING”
5. Follow the directions on the online training site.
6. The course takes approximately 1.5-2hrs to complete. If you have any problems, please refer to the troubleshooting guide, which can be found at <http://www.childsafeeducation.com/Troubleshooting.pdf>. If you continue to have problems with the training, please contact the Child Safe office at Childsafe@catholiccharities-md.org.
7. You must complete and submit (by clicking the SUBMIT FORM button) The Child Safe Form at the end of part 4.
8. When prompted, be sure to enter your name on the image of the certificate, which will appear on the certificate of completion on your printer.
9. Once you see the image of the certificate with your name on it, click the printer icon button to print.

When you complete your training, please send your certificate of completion to:

Dawn Strickland

Assistant Principal

Cristo Rey Jesuit High School

Dstrickland@cristoreybalt.org

