



## New Employee Health & Safety Orientation

Welcome to Saanich School District 63.

All employees are required to complete an online training course that provides an overview of Health & Safety Policies and Procedures in Saanich School District 63.

The orientation course has four learning modules followed by a Pause and Reflect quiz for each module. A passing score of 80% or higher is required on each quiz before you can proceed to the next learning module. You can repeat any Pause & Reflect quiz.

The course length is approximately 80 minutes for the General Staff course, 90 minutes for the Teachers/Specialty Subjects course and 100 minutes for the Custodial/Maintenance/Trades Staff course. If necessary, you can leave the course and return. When you return, the course will resume at the point that you left.

Please go to the following URL: <http://schoolsafety.lambdasolutions.net>

Login using the following:

Username: **firstname.lastname**

*Use only lowercase letters. Do not use spaces. Separate first and last name with a period "."*

Password: **changeme**

*You will be automatically prompted on first login to change your password.*

**If you have any problems or questions, please contact Human Resource/ Health & Safety Staff at 250-652-7327 or email [healthandsafety@sd63.bc.ca](mailto:healthandsafety@sd63.bc.ca).**

*If you experience difficulty with your Username, refer to your New Employee Documentation Package to ensure you are using the **Assigned Username** shown on the New Employee Health & Safety Training Sheet.*

*Contact Human Resources staff if you have any questions  
250-652-7300.*