



Required Training Documentation Form for Support Staff *

* Support Staff includes bus drivers, custodians and cafeteria workers who do not have an IMS account. All Other staff trained should be documented in the Professional Development Management System (PDMS).

District/Charter: _____

School Name: _____

Circle all required trainings that were completed by support staff:

Bullying Prevention Gang Identification Child Abuse Reporting Suicide Prevention

All School Support Staff Employees Trained?

Yes _____

No _____

Administrator Assigned (Please Print): _____

Signature: _____

School Year: _____

Please complete information below and maintain this verification document at school and/or LEA.

Table with 6 columns: District/Charter Name, School Name, Employee Name, Position/Job Title, Date of Training, Completed Yes or No. The table contains 15 empty rows for data entry.

