K-12 Schools

Risk Management Services and Resources
United Educators (UE) members are eligible for unlimited access to risk management resources and online training at no additional cost.

**Use these valuable tools to:**

**Reduce training costs:** Implement UE’s online courses rather than contracting with a third party for courses on similar topics.

**Prevent incidents and claims:** Heighten awareness of high-risk and unlawful behaviors to help safeguard your campus.

**Engage learners on timely topics:** Provide immersive learning experiences using our highly rated courses based on education scenarios.
Table of Contents

Your Risk Management Resources ........................................ 2
What Courses Are Available? ............................................. 3
Administering Our Platform .................................................. 4
Athletics ........................................................................... 5
  Youth Athletics Collection
Crisis Management ................................................................. 6
  Crisis Within: Preparing Your Institution’s Response
  Targeted Campus Violence: Recognize the Warning Signs
Diversity, Inclusion, and Accessibility ..................................... 7
  Diversity, Equity, and Inclusion Collection
Health and Well-Being .......................................................... 8
  Alcohol and Drug Awareness Collection
  Bloodborne Pathogens: Protecting Yourself on Campus
  Show Some Respect! Prevent Harassment
  Teaching Science Safely
  Your Campus and COVID-19: The Road Back

Sexual Assault and Misconduct ............................................... 10
  Protecting Children Collection
The Workplace ..................................................................... 11
  Avoiding Supervisory Pitfalls
  Contracting Fundamentals
  Data Security Collection
  Slips, Trips, and Falls Collection
  Workplace Harassment Prevention
Transportation Safety .............................................................. 13
  Transportation Safety Collection

Coming Soon:
- Avoiding verbally and emotionally abusive behavior for coaches
- EpiPen use in emergency situations
- Race, color, and national origin discrimination
- Recreational drug abuse
- Student mental health and bullying
Your Risk Management Resources

Online Courses
UE’s online courses enable schools to deliver cost-effective online learning to students, faculty, and staff. Some schools use these courses as a key component of meeting federal or state training requirements. An Implementation Consultant can work with you to assist in building a training strategy.

Publications
Articles deliver guidance on timely issues, news and tips. Checklists present practical actions to address challenges. Claims studies provide information about trends. Reports include in-depth studies and risk advice.

Risk Management Connect Demonstration
Participate in a virtual Risk Management Connect demonstration and chat with an expert consultant who will discuss your most pressing risk management concerns and highlight relevant resources. New members can learn about the many resources available to them while renewing members will benefit from a discussion of new materials and suggestions for expanding use of available resources. The meeting will include a personalized, interactive demonstration.

Visit www.ue.org/risk-management-connect to schedule a demonstration.

Need Advice?
We understand the immediate need for credible information. Curious to know what other schools are doing, need a sounding board, or looking for general advice? Email risk@ue.org and a Risk Management Consultant will reach out.

Webinars
UE hosts regular webinars that feature UE and national experts discussing tactics for approaching risk management challenges and managing real-life scenarios. Webinars are recorded and available for those who can’t participate during the live event.

Prevention and Protection Podcast
Listen in as UE staff and other subject matter experts offer advice on how to protect your school’s students, faculty, and staff.

Enterprise Risk Management
Experienced risk management consultants lead your team through an interactive enterprise risk management (ERM) workshop, tailored for your school. Pre- and post-workshop consulting services are also provided. Contact canopy@ue.org to learn more.

*Available for a fee through Canopy Programs® by United Educators.

Your UE Insider
Keep up with all UE has to offer with this weekly email newsletter that highlights the latest UE news, resources, and timely topics.

Visit www.ue.org to view all available resources.
What Courses Are Available?

<table>
<thead>
<tr>
<th>Athletics</th>
<th>Health and Well-Being</th>
<th>The Workplace</th>
</tr>
</thead>
<tbody>
<tr>
<td>Youth Athletics Collection</td>
<td>Alcohol and Drug Awareness Collection</td>
<td>Avoiding Supervisory Pitfalls</td>
</tr>
<tr>
<td></td>
<td>Bloodborne Pathogens: Protecting Yourself on Campus</td>
<td>Contracting Fundamentals</td>
</tr>
<tr>
<td></td>
<td>Show Some Respect! Prevent Harassment</td>
<td>Data Security Collection</td>
</tr>
<tr>
<td></td>
<td>Teaching Science Safely</td>
<td>Slips, Trips, and Falls Collection</td>
</tr>
<tr>
<td></td>
<td>Your Campus and COVID-19: The Road Back</td>
<td>Workplace Harassment Prevention</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crisis Management</td>
<td>Sexual Assault and Misconduct</td>
<td>Transportation Safety</td>
</tr>
<tr>
<td>Crisis Within: Preparing Your Institution's Response</td>
<td>Protecting Children Collection</td>
<td>Transportation Safety Collection</td>
</tr>
<tr>
<td>Targeted Campus Violence: Recognize the Warning Signs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Diversity, Inclusion, and Accessibility</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Diversity, Equity, and Inclusion Collection</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

35+ years in education

2M+ completions

1M+ learners

1.1K+ institutions
Administering Our Platform

Accessibility Pledge

We are champions of universal design and pledge to create immersive, inclusive learning experiences. Our platform and courses undergo rigorous accessibility review and Voluntary Product Accessibility Templates (VPATs) are available upon request for most courses in our collection.

User Management

Training administrators (TAs) have multiple tools and features at their disposal. Easily manage users with these online self-service capabilities:
- Manage user accounts.
- Add notes to learner profiles.
- Send direct messages to individuals or groups of learners.
- Track completions.
If TAs need further support, our team of Implementation Specialists is available to answer your questions.

Reporting

Our robust reporting capabilities include:
- 24/7 reporting on demand
- CSV or XLS export capabilities
- Scheduled reports delivered to your inbox
- Automation and integrations available

Learner Support

Learners have access to self-help articles and can get assistance anytime via chat, email, or phone.

Hosting Options

Available for a fee through Canopy Programs®

Tailored UE-Hosted Learning Portal

Personalize your training experience by tailoring our platform to your institution. This can include:
- Adding logo(s) and graphics
- Adding links to policies, procedures, and other information
- Sharing messages from institutional leaders
- Sharing details for compliance with state requirements
- Single sign-on

Course Licensing

Do you have your own learning management system (LMS)? Centralize your training efforts by licensing our courses for use on your institution’s learning platform.

Benefits include:
- Fewer login credentials to remember
- No additional training platform to learn
- Manage learner details and completion data for all training in one location

Ready to start training?
Visit www.ue.org/learning-launch.

Contact canopy@ue.org for more information.
Youth Athletics Collection

School sports provide an enriching experience to complement students' academic learning. The large number of students participating in athletic programs calls for growing attention to player safety. This course collection will help students, parents, and coaches recognize and respond to common hazards in sports programs including concussions and heat illness.

Concussion Recognition & Response

- 20 minutes
- Faculty, Staff, and Students
- Available in Spanish

Heat Illness Prevention

- 20 minutes
- Faculty, Staff, and Students
- Available in Spanish
Crisis Within: Preparing Your Institution’s Response

Train your behavioral assessment and intervention team to compose an effective crisis response plan, test through simulations, and train others on practices for responding to a crisis.

20 minutes
Faculty and Staff

Targeted Campus Violence: Recognize the Warning Signs

Acts of targeted violence, especially those motivated by biases against other groups, are on the increase at schools nationwide. This course is designed to help prevent attacks before they get past the planning stage.

30 minutes
Faculty and Staff
Diversity, Equity, and Inclusion Collection

The need for diversity, equity, and inclusion on our campuses has, perhaps, never been so self-evident. “Social justice” is no longer just a rallying cry; instead, it’s one of the crucial measures by which institutions are judged. This course collection doesn’t attempt to assign blame, but rather seeks to encourage dialogue and understanding between different races, religions, ages, gender identities, and differently abled employees at your institution.

Committing to Diversity, Equity, and Inclusion (Employees)

- 25 minutes
- Faculty and Staff
- Available in Spanish

Committing to Diversity, Equity, and Inclusion (Supervisors)

- 30 minutes
- Supervisors
- Available in Spanish

Committing to Diversity, Equity, and Inclusion (Students)

- 25 minutes
- Students

I love being able to do this training online at my desk, when it fits my schedule. That is such a big gift, and I am grateful that it minimizes disruption to my workflow and responsibilities.”
Health and Well-Being

Alcohol and Drug Awareness Collection
Help reduce adolescent risk-taking behaviors by correcting unhealthy attitudes and false perceptions. This course collection offers strategies on how students can protect themselves from the misuse of drugs and alcohol.

Alcohol and You
60 minutes
Students

Opioids: What You Need to Know
20 minutes
Students

Bloodborne Pathogens: Protecting Yourself on Campus
Protecting your employees from the dangers of bloodborne pathogens is critical. This course addresses common hazards, personal protective equipment (PPE), and proper cleanup procedures.

In this brief course, you’ll learn about:
- The scope of the opioid problem and how it might affect you
- Risks of accidental overdose (OD) and addiction
- Debunking common opioid misconceptions
- How you can help yourself or others

The message was clearly communicated and gave the student many opportunities to practice handling situations.”
Teaching Science Safely

Careless handling of materials and equipment in the science laboratory can have serious, even deadly, consequences. This course helps schools manage and reduce risks by establishing comprehensive lab safety policies.

- **60 minutes**
- Faculty and Staff

Your Campus and COVID-19: The Road Back

This course explores some of the challenges associated with, and strategies for approaching, reopening schools during the COVID-19 pandemic.

- **25 minutes**
- Faculty and Staff
- Available in Spanish

Show Some Respect! Prevent Harassment

Using a social networking theme and reality-based stories, this course guides students on methods to recognize and address harassing behavior, whether it’s targeted at them or another person.

- **30 minutes**
- Students
### Protecting Children Collection

Schools have a responsibility to protect the well-being of minors. This course collection will help faculty and staff learn how to recognize, prevent, and report sexual misconduct. It includes courses for educators and a short video for employees or volunteers who don’t work directly with children.

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Audience</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Boundary Training for Educators</strong></td>
<td>30 minutes</td>
<td>Faculty and Staff</td>
</tr>
<tr>
<td><strong>Identifying and Reporting Sexual Misconduct</strong></td>
<td>45 minutes</td>
<td>Faculty and Staff</td>
</tr>
<tr>
<td><strong>Hiring Staff Who Work With Minors</strong></td>
<td>30 minutes</td>
<td>Supervisors</td>
</tr>
<tr>
<td><strong>Shine a Light Video</strong></td>
<td>10 minutes</td>
<td>Faculty, Staff, and Volunteers</td>
</tr>
</tbody>
</table>

Adults, not children, are ultimately responsible for making sure that schools are safe places for all students.
Avoiding Supervisory Pitfalls

This course helps supervisors avoid unfair treatment of their direct reports, identify actions that can lead to allegations of unfair treatment, and recognize scenarios that might be construed as discriminatory.

45 minutes

Supervisors

Contracting Fundamentals

Learn about the basics of contracting to help your school properly develop and execute contracts. Using claims-based scenarios and examples, this course explores what can go wrong when poor contracting decisions are made.

60 minutes

Faculty and Staff

Data Security Collection

Equip your faculty and staff with a high-level overview of data security threats and exposures. This award-winning collection provides practical steps for institutional stakeholders to avoid data breaches.

- Malware
  - 10 minutes
  - Faculty and Staff

- Mobile Devices and Third-Party Websites
  - 10 minutes
  - Faculty and Staff

- Passwords
  - 10 minutes
  - Faculty and Staff

- Phishing
  - 10 minutes
  - Faculty and Staff

- Physical Security and Unintended Disclosures
  - 10 minutes
  - Faculty and Staff

Gold Stevie® Award winner
**The Workplace**

**Slips, Trips, and Falls Collection**

Slips, trips, and falls are among the leading causes of injuries on campuses across the country. These courses offer best practices to help your employees identify potential hazards and strategies to avoid them.

- **Slips, Trips, and Falls: A Balancing Act**
  - 20 minutes
  - Faculty and Staff
  - Available in Spanish

- **Preventing Slips, Trips, and Falls: Keeping Your Campus Safe**
  - 40 minutes
  - Facilities, Housekeeping, and Grounds Staff
  - Available in Spanish

**Workplace Harassment Prevention**

Workplace harassment and discrimination diminish the entire school community. Help your employees identify and prevent these problems with the Mosaic: Prevent Discrimination and Harassment Together course, available in supervisor and non-supervisor versions. Additionally, help supervisors recognize and avoid retaliation with the latest release in this course collection.

- **Mosaic: Prevent Discrimination and Harassment Together (Employees)**
  - 30 minutes
  - Supervisors

- **Recognizing and Avoiding Retaliatory Behavior**
  - 15 minutes
  - Supervisors

- **Mosaic: Prevent Discrimination and Harassment Together (Supervisors)**
  - 45 minutes
  - Supervisors

**Contents**

- Athletics
- Crisis Management
- Diversity, Inclusion, and Accessibility
- Health and Well-Being
- Sexual Assault and Misconduct
- The Workplace
- Transportation Safety
Transportation Safety Collection

These courses will help all your school's drivers identify and mitigate common risks and learn specific strategies for accident avoidance and handling emergency situations.

**Driver Safety Fundamentals**
- Bronze Stevie® Award winner
- 45 minutes
- Faculty and Staff
- Available in Spanish

**Defensive Driving Strategies: Get There Safely**
- 15 minutes
- Faculty and Staff
- Available in Spanish

**Passenger Van Safety**
- 10 minutes
- Faculty and Staff
- Available in Spanish

**Golf Cart Safety**
- Globee® Award winner
- 20 minutes
- Faculty and Staff
Browse all courses and resources at www.ue.org.

To implement training, visit www.ue.org/learning-launch.

Contact:
launch@ue.org for online training
risk@ue.org for risk advice