



Hello Patrol Supervisors,

For the 2020/2021 school year **only**, we are permitting Patrol Supervisors to train their Patrollers due to COVID procedures restricting visitors in many schools. In addition to the existing [Terms and Conditions for Participating Schools](#), by using the materials included below you agree to applicable [CAA School Safety Patrol Program Trainer Terms & Conditions](#), as well.

**By using the Program materials, you are agreeing to abide by the Terms and Conditions.**

The list below provides your additional roles and responsibilities as you act as both a Patrol Supervisor and Program Trainer this year.

- Review [Facilitator Guide](#) and [Training Videos](#)  
\*Review is only required for the Program type and language that was previously assessed and approved for your school\*
- Ensure School permission forms are signed and collected before training
- Arrange and facilitate training (both theory and practical components are mandatory)
- Contact Program Partner to order program supplies
- Administer and grade exams, and retain them for remainder of the school year
- Contact your Program Partner and provide them with your training details including, # of Foot and/or Bus Patrollers and the date(s) Patrollers were trained.

For additional support with any program related questions, please contact your Program Partner.

### **Training Materials**

The following training materials can be downloaded from this [Google drive](#).

- *Facilitator Guide*: This guide includes step by step instructions on delivering the training to Patrollers.
- *Training Videos*: All videos in each section are mandatory for the applicable program type/language.
- *Exam*: Exams are available in English/French for either program type. Patrollers are required to score 75% or above to pass the exam. If the Patroller is not successful in their first try, the exam can be re-administered until they are successful. An answer key is available in your Facilitator Guide and on the [Google drive](#).
- *Letter to Parents*: This letter can accompany your school's permission form to explain what the program is about.

Note: This is an interim option during the pandemic only. Upon the return of normal school procedures, the program and roles will return to normal.

Thank you,

CAA School Safety Patrol Team