



## Online Safety CPD

CPD-accrediting training for staff working in schools



Online Safety Alliance

It is a statutory requirement that schools provide safeguarding training to their staff once a year as a minimum. The importance of current online safety issues being addressed within such training is more important than ever. The OSA Certificate of Online Safety (Staff CPD) has been developed to help you to address this requirement. The course is fully CPD-accredited and worth 3 CPD credits.



## 1. Getting started:

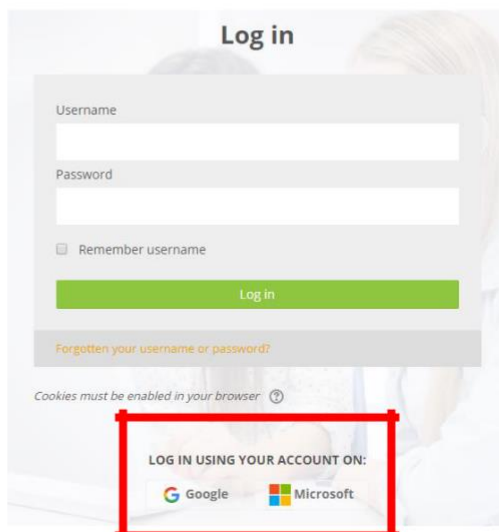
Please visit [www.onlinesafetyalliance.org](http://www.onlinesafetyalliance.org) and select the green 'Certificate Log In' button on the home page:



## 2. Logging in

Staff completing the free CPD course must log in using a Microsoft or Google account. Most school email addresses are linked to at least one of these so you should be able to log straight in.

Please make sure you select to log in using Microsoft or Google (shown right) rather than typing into the username/password box. You can easily create a Google account for free if your school email does not work.



### 3. Accessing the CPD course

Once logged in, please 'Available courses' from the top navigation bar. Select the 2020-2021 courses from the drop-down box and then click the orange button to enter the Staff CPD course for 2020-2021:



**Online Safety for Staff CPD Certification 2019-2020**

Online safety training for teachers and school staff. Covering statutory safeguarding requirements, advice on protecting children and the need to reflect on your own use of digital technologies.

[Click to enter this course](#)

You will then need to enter an enrolment key. Please use: **cpd20**

### 4. Undertaking units

The course is divided into four units. Each unit consists of presentations and ends with an on-screen assessment. Please read through each of the presentations carefully and complete all interactive and reflection activities.

Please note:

- To complete the Certificate you need to successfully complete all four assessments with scores of 80% or more.
- Each assessment can only be attempted once you have read the supporting presentations.
- Each assessment can only be attempted twice in a single day.

### 5. Certification

Certification is automatically awarded once all assessments have been successfully completed. This is worth 3 CPD credits so please retain your Certificate as evidence.



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