



STATE OF NEW JERSEY

DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: February 2, 2022
To: Chief School Administrators, Charter School and Renaissance School Project Leads
Route To: School Safety Specialist Candidates
From: Jeff Gale, Director
Office of School Preparedness and Emergency Planning
Register By: February 21, 2022

School Safety Specialist Training in March 2022

The New Jersey Department of Education is announcing the five-day School Safety Specialist (SSS) certification training program will be held on March 1, 8, 15, 22, and 29, 2022, at the New Jersey Forensic Technology Center auditorium, 1200 Negron Drive, Hamilton Township (Mercer County).

To attend the training and receive the School Safety Specialist certification, candidates must:

- Be a school administrator or a school employee appointed by the Superintendent/School Lead to fulfill the responsibilities of the SSS role within the district/school;
- Complete, prior to the SSS training, FEMA's Introduction to the Incident Command System, IS-100.C, online course; and
- Complete all five days of training sessions.

[Register online](#) for the March training. There is no cost for this training.

Per N.J.S.A 18A:17-43.3, the school safety specialist shall be responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the school district; ensure that these policies are in compliance with state law and regulations; and provide the necessary training and resources to district staff in matters relating to school safety and security. The SSS will also serve as the district's liaison with local law enforcement, as well as national, state and community agencies and organizations, in matters of school safety and security.

Prior to attending the training program, SSS designees must complete the two hour FEMA online course [IS-100.C Introduction to the Incident Command System, ICS 100](#). Before taking the online FEMA course, please review their [Technical System Requirements](#) at the bottom of the webpage. Issues or concerns with this online course should be directed to FEMA [Independent Study Inquiries](#). Upon completion of IS-100.C, email a copy of your FEMA Certificate of Achievement to sssa@doe.nj.gov.

Questions regarding the SSS training program or requirements can be directed to the Office of School Preparedness and Emergency Planning at school.security@doe.nj.gov or (609) 376-3574.

c: Members, State Board of Education
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