RRHAN-EC Training
Information Sheet for Homestays

Responding to Risks of Harm, Abuse and Neglect – Education and Care Training (RRHAN-EC)

Homestay parents are required to complete the Responding to Risks of Harm, Abuse and Neglect – Education and Care (RRHAN-EC) training course.

The RRHAN-EC certificate must be kept current by completing training every 3 years. The training is an online course which will take less than 2 hours to complete.

1. **What you need before you start**
   - A current individual email address.
   - A computer or device with an internet connection and an up-to-date web browser, like Google Chrome, Microsoft Edge, Mozilla Firefox or Safari.

2. **Register for a plink volunteer account**
   - To register click here or visit http://www.plink.sa.edu.au/ilp/pages/signup.jsf
   - Fill in your details:
     o in the field "Select Account type" select **Volunteer**
     o enter your email address (this will be your plink username), choose a password (save it in a safe place) and add your name and contact number.
   - Select "I accept the Terms of use" and then Select "Create a Plink Account".

3. **Start the training**
   - To login to Plink click here or visit https://www.plink.sa.edu.au/ilp/pages/login.jsf and select the course Responding to Risk of Harm, Abuse and Neglect - Education and Care
   - Select "Register" and complete the registration form as follows:
     o **Site name:** leave as not defined
     o **Organisation**: International Education Services
     o **Age Demographic:** add your details
     o **Main language other than English spoken at home:** add your details (leave as unknown if no other language)
     o **Are you a parent/carer of a child at the school?:** leave as not defined
   - Click on register button
   - There are three main parts to the training and you will be able to save (by clicking on 'save and back' in the top left hand corner of the screen) and then return to the training at any time. Please allow up to 2 hours in total, to complete the training.
   - When you have completed all sections click on 'save and back' in the top left-hand corner to return to the course page.

4. **Certificate**
   - Once you complete the training and return to the Course page you click on the 'Download certificate' button and save your certificate.
   - You will also receive an email from Plink with your training certificate this will be sent to the email address you used to register. Please email your certificate to your accommodation team at education.homestay@sa.gov.au.

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Department for Education
T/A South Australian Government Schools
CRICOS Provider number: 00018A

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Government of South Australia
Department for Education

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- If you have already completed this training, please email a copy of your certificate to education.homestay@sa.gov.au so we can update our records.

5. **I.T. tips and tricks for completing the online course**
   - **Use an up-to-date web browser.** We recommend Google Chrome, Microsoft Edge, Mozilla Firefox or Safari. We do not recommend Internet Explorer.
   - **Do not use the back button on your browser.** If you need to go back to the course page, always use the 'Save and back' button, which is in the top left corner of the page.
   - **Save your progress.** We recommend using the 'Save and back' button regularly throughout your training, at least every 20 minutes. If you do not save regularly and you leave the page, you may lose all your progress.
   - **Returning to your course after a break.** You may need to log back into Plink and click on your course. It will allow you to resume where you left off, if you used the 'Save and back' button before taking a break.

Approved on: 18.10.2022 Authorised by: Director International Education