

SMS Download Instructions for Year 12 CPR Data Collection

As part of the State Government's Safe and Healthy Schools initiative, from 2005 onwards schools have been required to provide Cardio Pulmonary Resuscitation (CPR) skills training to all students before leaving Year 12.

CPR skills training data will be collected in the Schedule of Collections School Management System (SMS) download in November each year. Data collected includes the number of Year 12 students who have completed ***CPR for Life in schools*** as well recognition for prior learning (RPL) of other CPR training courses.

However, for some schools the November SMS download will occur before they have delivered CPR skills training to all of their Year 12 students. To ensure this data is captured, a second SMS download scheduled to occur in February the following year will collect this information.

SMS Download Instructions:

STEP 1: From the School Module of SMS, click on Information on this School.

STEP 2: Next, click on School Information Part 1.

STEP 3: Then, click on Category F: Year 12 CPR data collection

STEP 4: Click the 'New' button.

STEP 5: Enter the total number of Year 12 students trained within each month of the school year.

If you require further information about the ***CPR for LIFE in schools*** program, or any other Safe and Healthy Schools initiative, please contact Ms Linda Newman (Safe and Healthy Schools) on telephone (07) 3237 0594.