



Lucas Roof, Principal
lroof@fannin.k12.ga.us

West Fannin Elementary School

5060 Blue Ridge Drive
Blue Ridge, GA 30513

Phone: (706) 492-3644 Fax (706) 492-4523



Alison Danner, Assistant Principal
adanner@fannin.k12.ga.us

ComplianceDirector.org ~ Instructions for Volunteers ~

Step One: www.compliancedirector.org

Step Two: Click on “Georgia”

Step Three: Click on the module you have been requested to take. Volunteers are required to take “**Mandated Reporting**” and “**FERPA**”.

Step Four: Your Username is:
Your Password is:

Fannin County
instruction

(These are your username and password **into any module** you take.)

Step Five: Complete the training and assessment requested. (Modules are usually about 20 minutes long.)

Step Six: When you have *successfully completed* a module, it will ask you to select your system’s name (Fannin County) and then login again. This last username and password will allow you to successfully register, thus creating a legal record that you have taken the training. You will also have the option to enter your email address to receive a confirmation email.

Your system registration username is:

Your system registration password is:

Step Seven: My first name as it appears on my pay check is:	Type your first name
My last name as it appears on my pay check is:	Type your last name
The year I was born is:	Type the year you were born
The last four digits in my Social or other code is:	Type 0293 (West Fannin’s school code)
School or office where I work is:	Select “Volunteer”
E-mail	Type in your e-mail address

Step Eight: Forward your confirmation for Mandated Reporting and FERPA to scioffi@fannin.k12.ga.us

The Fannin County School System does not discriminate on the basis of race, color, national origin, sex, age, religion, creed, or disability in admission to its programs, services, and activities, in access to them, in treatment of individuals, or in any aspect of their operations. For additional information or referral to the appropriate system coordinator, contact the system superintendent’s office at 2290 East First Street, Blue Ridge, GA 30513 or 706-632-3771.
If it is necessary to have this information translated please contact Mrs. Mills at your child’s school. Si usted necesita que este documento sea traducido pueden llamar a la Sra. Mills a la escuela de su hijo.