

Community Involvement Activity Notification and Completion



Students are able to start accumulating community involvement hours in the summer before they enter grade 9.

~ ~ *It is strongly recommended this form be submitted no later than June 1 of a student's graduating year* ~ ~

Activity	Start Date	# of hours	Completion Date <small>(DD/MM/YY)</small>	Location	Supervisor's Name <small>(please print)</small>	Supervisor's Phone Number	Supervisor's Signature	Principal/ Designate's Signature <small>(*if required)</small>

* If the activity is NOT on the “Eligible List” you must obtain your Principal’s signature BEFORE starting the activity.

I _____ hereby confirm that I have completed the above activities, totaling at least 40 hours of community service, as set out according to the information in this booklet.
Student's Name– Please Print

_____ _____ _____ _____
Student's Signature Date Parent/Guardian's Signature Date

_____ _____
Principal's Signature Date

The legal authority for the collection of this information is in the Ontario Secondary Schools, Grades 9 to 12 Program and Diploma Requirements (S6.1.4). Users of this information will be teachers, principal and corresponding support staff. The purpose is to record and provide confirmation of community involvement hours accumulated. Once completed, the original form will be securely stored and retained in the student’s Ontario Student Record (OSR) in accordance with the UGDSB Procedures for the OSR Guideline and securely destroyed once it has met its required retention as outlined in the board’s Records Management Manual and Policy 316.

For queries regarding the collection of this information , contact the School Principal.

FOR OFFICE USE ONLY	<input style="width: 40px; height: 20px;" type="text"/> Hours logged in Student Information System
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Eligible Activities

SERVICE CLUBS: run celebrity games, special events and walk-a-thons.

SPORTS/RECREATION: coach children; volunteer refereeing in charity games; run Special Olympics and summer games; be a leisure buddy.

COMMUNITY EVENTS: assist with winter carnival; organize parades and fall fairs.

ENVIRONMENTAL PROJECTS: participate in community cleanup, tree planting and recycling programs.

VOLUNTEERING FOR SENIORS: help with crafts or reading; remove snow and clean up homes and yards.

COMMUNITY PROJECTS: help at food banks and hospitals; provide support services for the housebound or the disabled; participate at humane societies. RELIGIOUS ACTIVITIES: organize youth activities; teach or help with children's programs and classes; lead special events, assist with clerical tasks. COMMITTEES: take a role on advisory boards, neighbourhood associations and regional associations.

HIGH SCHOOL: participate in tutoring; organize fund-raising, environmental projects, and special events approved by the Principal.

CLUBS AND YOUTH ORGANIZATIONS: volunteer in or lead activities organized by these groups.

CHILDREN/YOUTH: help at drop-in centres, breakfast clubs, after-school and March-break programs; help in summer games, playgrounds, camps and child-care centres. ARTS/CULTURE: assist in galleries, libraries, theatres, museums and heritage sites.

STUDENT PROPOSALS: take leadership roles or assist with civic projects.

For 2020/21 School Year the following previously ineligible student activities are now eligible:

Takes Place during the time allotted for the instructional program on a school day. Students should not miss school to earn these hours

Would normally be performed for wages by a person in the workplace (up to 10 hours)

Any activity that provides direct financial benefit or gain to the student or student's family (up to 10 hours)

Consists of duties normally performed in the home (i.e daily chores) or personal recreation activities

Ineligible Activities

Is a requirement of a class or course in which the student is enrolled (e.g. Co-operative Education, job shadowing)

Takes place in a logging or mining environment (if the student is under sixteen years of age)

Takes place in a factory (if the student is under fifteen years of age)

Takes place in a workplace other than a factory (if the student is under fourteen years of age, and is not accompanied by an adult)

Involves the operation of a vehicle, power tools, or scaffolding

Involves the administration of any type or form of medication or medical procedure to other persons.

Involves the handling of substances classed as "designated substances" under the Occupational Health and Safety Act

Requires the knowledge of a tradesperson whose trade is regulated by the provincial government

Involves banking or the handling of securities, or the handling of jewelry, works of art, antiques or other valuables

Involves a court-ordered program (e.g. community-service program for young offenders, probationary program)

Any activity that causes a student to contravene his/her school code of conduct

Association with any organization that does not meet the ethical and legal standards, policies, procedures and regulations of both the Ministry of Education and the Upper Grand District School Board

Any activity that provides direct financial benefit or gain to the student or student's family

For students (aged 14 years and older) counting a maximum of 10 hours from paid employment towards their earned hours. Complete the following reflections question and submit it with your Community Involvement Activity Notification Form.

The purpose of community involvement hours as part of the graduation requirement is to encourage students to develop awareness and understanding of civic responsibility and the role they can play in supporting and strengthening their community.

How did your experience in the workplace help you better understand the role you can play in supporting a strong community?

Student's response :

My workplace experience....
