

**EARL HAIG SECONDARY SCHOOL**  
**COMMUNITY SERVICE RECORD**

**PRINT NEATLY!** Forms that cannot be read will not be accepted for credit

**Student Name:** \_\_\_\_\_ **Circle Current Grade:** 9 10 11 12

**Student Number:** \_\_\_\_\_

INFORMATION ON THE PLACE OF SERVICE:

Name of Organization: \_\_\_\_\_

<b>Date of Service</b>	<b>Type of Volunteer Activity</b>	<b>Hours Work</b>	<b>Supervisor's Sign-off</b>

I confirm that I have performed the above Community Service Hours which will be counted toward 40 hours Minimum requirement that must be completed prior to graduation.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

I confirm that this student has performed the above hours of volunteer service.

\_\_\_\_\_  
Agency/Organization Representative

\_\_\_\_\_  
Date

Phone No: \_\_\_\_\_

For Office Use Only: Completion has been noted on Student's OST.	_____ Signature of School Official
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**APPROVED COMMUNITY INVOLVEMENT ACTIVITIES TORONTO DISTRICT SCHOOL BOARD**

**HELP YOUR NEIGHBOURS**

- provide service to seniors or to others who have difficulty leaving their homes – raking, shovelling ( no snow blowers), shopping (students should not drive vehicles for this purpose), visiting, reading, meal preparation
- assist a neighbour with child care – take child to park, watch child while parent prepares dinner
- tutor younger students – read, take to library, help with homework

**HELP YOUR COMMUNITY**

- volunteer at a seniors' home/centre – visit, read, play cards or board games, take seniors for walks, crafts
- help organize local community events – food drives/banks
- take part in environmental initiatives – cleaning and recycling operations, park cleanup, planting trees and flower beds (students should not use power tools – lawn mowers, hedge trimmers, wood chippers etc.)
- get involved in charitable activities – walk-a-thons, daffodil sales, canvassing for organizations
- assist with sports teams – community leagues, parks & recreation programs
- volunteer in leadership role with community groups – youth groups
- volunteer in hospitals, libraries – or any organization recommended by the Volunteer Centre of Toronto
- volunteer with social service or animal welfare agencies – Red Cross, United Way, Humane Society
- get involved in the democratic political process – scrutineer, canvassing, campaigning
- service through religious communities/places of worship
- assist with literacy initiatives – at local libraries, day care centres, community centres

**HELP YOUR SCHOOL OR OTHER SCHOOLS**

- help with sports teams – run skills drills, assist coach

- help in the library – shelving books, tidying up, changing bulletin boards
- tutor other students – help with homework, review difficult concepts
- assist students with special needs – peer buddy
- assist with planning of arts or athletic events do publicity, set up for track meets, sell tickets, attend coat check, offer technical support
- facilitate school events such as parent information nights – meet and greet visitors, give guided tours, serve refreshments
- assist with environmental activities – encourage recycling, plant trees, flowers, work on grounds crew (students should not use power tools)
- participate in charitable initiatives – food drives, holiday drives for toys or food
- sit on school councils, committees – school governance, be a peer mentor/mediator, help with orientation of grade 9 students

**LIST OF INELIGIBLE ACTIVITIES**

**MINISTRY OF EDUCATION**

The Ministry of Education has developed a list of activities that may NOT be chosen as community involvement activities and that are therefore ineligible activities. An ineligible activity is an activity that:

- is a requirement of a class or course in which the student is enrolled (e.g., cooperative education portion of a course, job shadowing, work experience);
- takes place during the time allotted for the instructional program on a school day. However, an activity that takes place during the student's lunch breaks or "spare" periods is permissible;
- 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;
- would normally be performed for wages by a person in the workplace (students are not to replace paid workers or be paid themselves);

- 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 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 jewellery, works of art, antiques, or other valuables;
- consists of duties normally performed in the student's home (i.e., daily chores) or personal recreational activities;
- involves a court-ordered program (e.g., community-service program for young offenders, probationary program).

**COMMUNITY INVOLVEMENT PASSPORT**

What is Community Involvement?

- 40 hours of community involvement activities
- a requirement for an Ontario Secondary School Diploma
- a volunteer activity – not for pay or credit
- a constructive contribution to the community

Why has the Ministry of Education mandated it?

- reinforces civic responsibility
- strengthens the community
- enhances one's self-confidence and self-image
- offers networking for future employment
- provides an experience for students to include in their portfolios

When must students complete it?

- any time during the secondary school program after the student has entered grade 9 and prior to graduation
- outside class hours, for example:
- during lunch breaks
- on weekends
- during school breaks
- during the summer months