



NAPANEE DISTRICT SECONDARY SCHOOL 40 HOUR COMMUNITY INVOLVEMENT FORM



Completion of Community Involvement Activities

Please record your completed volunteer activities below. When 40 hours have been finished, submit this form to People Place. A copy of the original will be returned for you to keep in your records. You may continue to track additional hours for special recognition at Graduation, however PLEASE submit the 40 REQUIRED hours as soon as they are complete.

Student Name: _____

(Please Print)

Activity	# of Hours	Date(s) of Completion	Organization Name, Address and Telephone Number	Supervisor's Name and Signature

Total Hours on this page:

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Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____

<p>FOR OFFICIAL USE ONLY: Completion has been noted on student's OST.</p> <p>_____ Signature of School Official</p> <p>_____ Date</p>
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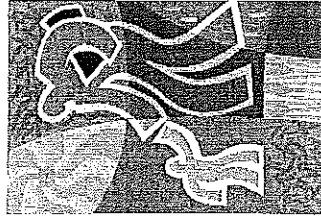
40 Hours Community Involvement: A Graduation Requirement

All students in Ontario secondary schools are required to complete a minimum of 40 hours of community involvement in order to graduate and receive an Ontario Secondary School Diploma (OSSD). The work to fulfill the requirement can begin at any time after the student completes Grade 8 (starting in the summer before they enter Grade 9). A single 40-hour activity or a series of shorter term activities totaling 40 hours may be completed.

Purpose

The purpose of the requirement is:

- to foster an understanding of civic responsibility;
- to develop a student's sense of worth as they play a role in their community; and
- to help young people develop their skills.



Activities

These activities must be:

- completed outside scheduled class time;
- they must not be part of a credit course;
- they must be unpaid activities;
- they must total a minimum of 40 hours; and
- they must be completed by the end of Grade 12.

Getting Started

1. Students under the age of eighteen should plan an activity in consultation with their parent(s)/guardian(s). The activity should be one that involves service to others. The activity must fall within the guiding principles the Board has established, and should be identified on the Board's list of examples.
2. Students should confirm the details of the activity with the community organizer who will be responsible for the activity.
3. If the activity does not fall within the Board's list of examples, the Principal's approval is required.
4. Students are to complete their planned activity and should have the **40 Hour Community Involvement Form** signed by the community organizer.
5. These steps should be repeated until the 40-hour requirement has been fulfilled. Students must then submit their **40 Hour Community Involvement Form** to People Place for data entry.

Eligible Activities

- An event or activity designed to be of benefit to the community;
- An event or activity to support a not-for-profit agency, institution or foundation that conforms to the ethical standards of the Board and the Ministry of Education;
- Any structured programme that promotes tutoring, mentoring, visiting or coaching, or whose purpose is to assist others who require the benefit of that assistance;
- Participation in an event or activity that supports ethical work of a global nature;
- Participation in an event or activity that promotes positive environmental awareness;
- Participation in an event or activity that contributes to the health and well-being of any

ethical group that conforms to community standards of morality and conduct, including school-based activities;

- Participation in an event or activity affiliated with a club, religious organization, arts or cultural association, or political organization that seeks to make a positive and ethical contribution in the community.

For a list of example activities that meet the eligibility requirements, please visit

www.limestone.on.ca

In the event that a student would like to participate in an activity or event that is not clearly within the Board's list of examples, and does not conform to the guiding principles as set out, the student will submit a letter detailing the proposed activity or nature of the participation and event to the student's Principal. The Principal will forward the request to the Board and the student will be duly notified whether the proposed activity/event is suitable, or not. The activity or event should not be commenced until permission has been granted. If completed without permission and permission is subsequently denied, the activity or event will not be counted toward the student's community involvement requirement.

Please note that a Principal is not obligated to approve a project at the local level.

Ineligible Activities

- The Ministry of Education and Training 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 in which the student is enrolled (e.g., co-operative 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" period is permissible;
 - takes place in a logging or mining environment, if the student is under 16 years of age;
 - takes place in a factory, if the student is under 15 years of age;
 - takes place in a workplace other than a factory; if the student is under 14 years of age and is not accompanied by an adult;
 - would normally be performed for wages by a person in the workplace;
 - 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 classes as "designated substances" under the *Occupational Health and Safety Act*;
 - requires knowledge of a trades person 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;
 - consists of duties normally performed in the home (i.e. daily chores) or personal recreational activities;
 - involves a court-ordered program (e.g. community-service program for young offenders, probationary program).
- The Limestone District School Board has determined that the following are also ineligible activities, in addition to those that the Ministry has listed as ineligible:
 - any activity that provides direct financial benefit or gain to the student or to the student's immediate family;
 - any association with an organization or an organizational activity that does not comply with the ethical standards, policies, procedures and regulations of both the Ministry of Education and the Limestone District School Board.

