

# 40 COMMUNITY INVOLVEMENT HOURS – Fact Sheet

The following guiding principles are intended to assist students, parents/guardians to determine whether a planned activity is within an approved area. IF THE ACTIVITY YOU WISH TO PARTICIPATE IN DOES NOT APPEAR ON THIS PAGE, YOU SHOULD MAKE AN APPOINTMENT WITH YOUR V.P. TO VERIFY YOUR HOURS WILL BE ELIGIBLE BEFORE COMPLETING ANY COMMUNITY INVOLVEMENT HOURS.

## 2020-2021 (Only)

1. For students graduating in the 2020-2021 school year, the community involvement graduation requirement will be reduced to a minimum of 20 hours of community involvement activities.
2. Virtual volunteering can be considered as acceptable. (Must have Prior Approval)
3. Students must have prior approval to waive the restrictions that do not allow students to earn hours during the time allotted for the instructional program on a school day; or duties normally performed in the home.
4. Students aged 14 years and older can count up to a maximum of 10 hours from paid employment towards their earned hours at the discretion of the principal. Students counting paid employment towards their graduation requirement will be required to complete a reflection exercise indicating how their work contributed to the service for others.
5. Students should continue to seek out and accumulate community involvement hours in accordance with school board policies and procedures, keeping in mind local public health unit recommendations.

## Community Involvement Hours are:

- A requirement for an Ontario Secondary School Diploma.
- A total of 40 hours of **unpaid** community involvement activities (see eligible activities).
- An activity that benefits the community.

## ELIGIBLE:

- A not-for-profit event or activity designed to benefit the community in general.
- An event or activity to support a not-for-profit agency, institution or foundation that meets ethical standards of the Board and the Ministry of Education.
- Any program that promotes tutoring, mentoring, visiting or coaching, or assists others in need.
- Participation in an event or activity that supports ethical work of a global nature or that promotes positive environmental awareness.
- Participation in a not-for-profit event or activity that contributes to the health and well-being of others.
- That is affiliated with a club, religious or political organization, arts or cultural association that seeks to make a positive and ethical contribution in the community.

## Examples of Eligible Activities

Supporting non-profit Sports e.g. timekeeping, managing a team or coaching	Committee Work e.g. the Literacy Committee at your local library
Charity Walk-a-thons or Runs	Fundraising
Community Projects e.g. community gardening	Youth Programs or Mentorship Programs
Environmental Projects e.g. a community clean-up	Office Work for a non-profit organization
Volunteer Work with Seniors	Camp Leader or Counsellor for non-profit camps
Community Events, Festivals or Fairs	Advisory Board

## Roles and Responsibilities of Students

- To select an activity or activities that meet the criteria for eligible activities.

- To obtain approval if the activity is not on the list of eligible activities.
- To complete the Community Involvement Hours form and return to their Student Services office as the hours are completed. (Please keep a photocopy for your records.)

## Roles and Responsibilities of Parents

- Provide assistance, for their child in the selection of his/her community involvement activities.
- Communicate with the community sponsor and school representative with any questions or concerns.
- Sign all the necessary forms if the student is under 18 years of age.

Parents are encouraged to purchase Student Accident Insurance. The application forms are available through the schools.

## When Can I Complete Community Involvement Hours?

- Starting on July 1st the summer before grade 9.
- Outside scheduled class time; e.g., during lunch breaks/during spares.
- In the evenings, on weekends, or during the summer months.
- Completed community hours can be submitted to the office in your school as you complete them.

## **NOT ELIGIBLE:**

The following defines Ineligible Activities:

- Any activity that would normally be performed for wages by a person in the workplace.
- Any activity performed for a profit-making business.
- An activity that is a requirement of a class or course in which the student is enrolled (e.g., co-operative education portion of a course, job shadow, work experience).
- Any activity that takes place during regular class time on a school day. However, an activity that takes place during lunch breaks or a "spare" period is permissible.
- Any activity that consists of duties normally performed in the home (i.e., daily chores) or personal recreation activities.
- An activity that takes place in a logging or mining environment, if the student is under sixteen years of age.
- An activity that takes place in a factory, if the student is under fifteen years of age.
- An activity that 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.
- Participation in an activity that involves the operation of a vehicle, power tools, or scaffolding.
- Activity that involves the administration of any type or form of medication or medical procedure to other persons.
- An activity that involves handling of substances classed as "designated substances" under the Occupational Health and Safety Act.
- An activity that requires the knowledge of a trades person whose trade is regulated by the provincial government.
- Any activity that involves banking or the handling of securities, or the handling of jewellery, works of art, antiques or other valuables.
- Any activity that involves a court-ordered program (e.g., community-service program for young offenders, probationary program).

## Benefits for Students

- Strengthens the community
- Reinforces civic responsibility
- Enhances self-confidence
- Enhances self-esteem
- Allows students to learn new skills
- Students gain valuable work experience
- Provides networking opportunities for future employment

Note: School Boards expect that all community sponsors will provide students with appropriate instructions, put in place safety precautions, and train and supervise student volunteers.