



Community Involvement Activities

Student's Name:	Date of Birth (YY/MM/DD):
School:	Principal:

*Activity Description	**Pre-Approved Signature	Organization/Location	Telephone #	***Supervisor's Name & Signature	Date Completed	# of Hours

Total Hours

These activities must be completed outside regular instructional class time. Students may begin to earn hours the summer before they enter Grade 9.

*The placement must not replace someone who would normally be paid to do this type of work.

**Activities not identified on the School Board's list of Approved Activities must obtain approval from the Principal or designate before starting the activity.

***A supervisor cannot be a parent or a member of the immediate family such as grandparents, aunts or uncles.

Student Signature _____ Date _____
 Parent/Guardian Signature _____ Date _____

PARENTS ARE RESPONSIBLE FOR MONITORING COMPLETION OF HOURS AND THE SAFETY OF THEIR CHILDREN.

Liability Insurance Coverage
 The Durham District School Board is pleased to advise our Community Sponsors that students who are performing volunteer work for your organizations are protected by the school board's liability insurance, while they are performing their required forty hours of community involvement service. Community sponsors are also protected by the board's liability insurance for claims that arise out of our students' volunteer activities for your organizations.
 Community Sponsors will be responsible for ensuring that their liability insurance will protect them for their involvement in this program. Community Sponsors should also be aware that students do not have accident insurance, nor Workplace Safety Insurance coverage through the school board. It is recommended that students involved in the program purchase Student Accident Insurance.

For Office use only.
 Completion has been noted on student's record.
 School Official Signature _____ Date _____

Mandatory Community Involvement Activity Record



As stated in Ontario Schools, Kindergarten to Grade 12: Policy and Program Requirements, 2011 (OS), every student must complete a minimum of 40 hours of community involvement activities as part of the diploma requirements. The purpose of this requirement is to encourage students to develop an awareness and understanding of civic responsibility and of the role they can play and the contributions they can make in supporting and strengthening their communities. (OS: page 60)

Although this diploma requirement applies to students in Grades 9 to 12, students in Grade 8 are able to start accumulating community involvement hours in the summer before they enter Grade 9. (OS: page 60)

The Durham District School Board welcomes the opportunity to acknowledge the contributions our students make in their communities.

PLAN

Students plan and select their community involvement activities in consultation with their parents and as part of the Individual Pathways Plan process. The activity must fall within the guiding principles the Board has established, and should be identified on the Board's list of examples.

CONFIRM

Students should confirm the details of the activity with the organizer who will be responsible for the activity.

DESCRIBE

Students must list the activity on this form. If the activity is not on the Board's list of examples, the student must get approval of their principal or school designate prior to the completion of the hours.

SUBMIT

Upon completion of the planned activity, student should have the supervisor of the activity print their name and sign in the designated area on the form.

Personal information provided to the Durham District School Board as part of the community involvement requirement is collected and stored in accordance with the *Municipal Freedom of Information Act* and may be used for administrative and other purposes of the Board pursuant to the Act.

Eligible Activities

Where an event or activity does not clearly fall within the guidelines, the principal of the student's school has the discretion to approve or reject any activity or event that does not conform to the guiding principles and ethical standards for approved areas of involvement for students. The following list provides examples of activities that, if within the intent and spirit of the applicable guidelines and ethical standards, are suitable for completion of the community involvement requirement:

1. **FUNDRAISING FOR NON-PROFIT ORGANIZATIONS**
Includes canvassing, organization of walk-a-thons for community benefit; celebrity games, gift-wrapping, gala events, and sales for charitable purposes.
2. **SPORTS/RECREATION FOR NON-PROFIT ORGANIZATIONS**
Includes coaching, and helping to organize Special Olympics, track meets and summer games, or volunteering as a leisure buddy or pool assistant.
3. **COMMUNITY EVENTS**
Includes helping to organize winter carnivals, parades and summer fairs.
4. **COMMUNITY PROJECTS**
Includes participating in organized food drives; or support services for community groups such as 4H Clubs or community service clubs.
5. **ENVIRONMENTAL PROJECTS**
Includes participating in community clean up, flower/tree planting, recycling, and general beautification projects and activities.
6. **VOLUNTEER WORK WITH SENIORS**
Includes assisting in a senior's residence, e.g. - serving snacks, helping with activities or portering, or participating in visiting and reading programs.
7. **COMMITTEE WORK**
Includes participation on advisory boards, neighbourhood associations and regional associations.
8. **RELIGIOUS ACTIVITIES**
Includes participation as a volunteer in programs for children, child minding, Sunday School assistance, special events and clerical tasks.
9. **YOUTH PROGRAMS**
Includes volunteer assistance with the operation of youth programs such as 4H, Scouts Canada, Girl Guides, Drop-in Centre activities, breakfast programs, March break programs, Leaders in Training, summer playground activities, and camps.
10. **OFFICE/CLERICAL WORK FOR NON-PROFIT ORGANIZATIONS**
Includes volunteer activity in reception, computer work and mailings for individuals or groups providing charitable or general community benefit.
11. **WORK WITH ANIMALS**
Includes volunteer involvement with animal care, horseback riding programs, or volunteer assistance at a local zoo or petting farm.
12. **ARTS AND CULTURE**
Includes volunteer organizational assistance at a gallery, performing arts production or program, or in a community library program.
13. **ACTIVITIES FOR INDIVIDUALS**
Includes any volunteer activity that assists someone who requires assistance with shopping, tutoring, light snow removal (no use of a snow blower), housekeeping, writing letters or transcribing, or involves hospital visitation, voluntary involvement with chronic care, or service as a volunteer reading buddy.
14. **SCHOOL COMMUNITY SERVICE**
May include service within the school community that provides benefit to others that takes place outside the regular school day. These activities must be approved at a local level by the school principal or designate in advance of the commencement of the activity.

Activities not identified on the School Board's list of Approved Activities must obtain approval from the Principal or designate before starting the activity. 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.

For further information including list of eligible and ineligible activities contact the following: www.ddsb.ca