

Eligible Activities

Category	Examples Include
Fundraising for Non-Profit Organizations	canvassing, walk-a-thons for community benefit, celebrity games, gift wrapping, gala events, and sales for charitable purposes.
Sports/Recreation for Non-Profit Organizations	coaching, helping to organize Special Olympics, track meets, summer games, or volunteering as a leisure buddy or pool assistant.
Community Events	helping to organize winter carnivals, parades and summer fairs.
Community Projects	participating in organized food drives or support services for community groups, such as 4H Clubs or Welcome Wagon.
Environmental Projects	community gardens, park cleanup, Wetland projects, conservation projects, tree planting, stewardship events, invasive species programs.
Volunteer Work with Seniors	assisting with a seniors' residence, such as serving snacks, helping with activities. Includes visiting a senior, providing food to a senior, or assisting a senior with tasks.
Volunteer Work with Elders	visiting an Elder, bringing or providing food to an Elder, assisting an Elder with tasks.
Committee Work	participation on advisory boards, neighbourhood associations and regional associations.
Religious Activities	Assisting in programs associated with any faith. Can include services for children, child-minding, special events and clerical tasks.
Ceremonial Activities	assisting in the planning of a ceremony or fulfilling a role at a ceremony. For example, helping to plan a Pow Wow and/or assisting at a Pow Wow. Assisting with Diwali, Holi. Can include other ceremonies.
Youth Programs	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, camps.
Office/Clerical Work for Non-Profit Organization	volunteer activity in reception, computer work and mailings for individuals or groups providing charitable or general community benefit.
Work with Animals	volunteer involvement with animal care, horseback riding programs, or volunteer assistance at a local zoo or petting farm.
Arts and Culture	volunteer assistance at a gallery, performing arts production or program, or in a community library program.
Activities for Individuals	any volunteering that helps people who require assistance with shopping, tutoring, light snow removal (no use of a snowblower), housekeeping, writing letters or transcribing. Can also involve hospital visitation, voluntary involvement with chronic care, or service as a volunteer reading buddy.

Record of Community Involvement

STUDENT NAME: _____

GRADE: _____

SCHOOL: _____

Volunteer hours must take place outside of instructional time. Possible times are:

- During lunch breaks
- During a student's spare
- During weekends
- Before or after school
- During the evening
- During summer months

Students and families should use the following process to plan and complete the community service hours:

- Students younger than 18 should plan an activity with the help of their family or guardian. The activity should involve service to others. The activity must fit in the categories identified on the DSB1 list of eligible activities.
- Confirm the details of the activity with the organizer responsible.
- Complete the "Record of Community Involvement" with the proposed activity and seek the principal's or vice-principal's approval for the activity before completing the activity. This ensures that the activity is eligible.
- Complete the approved activity.
- Record the activity in the "Record of Community Involvement" and have the organizer sign to validate the number of hours completed for the activity.
- Submit the "Record of Community Involvement" form to the office at the school so the hours can be entered on your student record.
- Repeat the process until a minimum of 40 hours are recorded.

Community Involvement Activities Tracking

Activity Description	Pre-Approval Signature	Organization/Location	Supervisor's Name & Signature	Date Completed	# of Hours
Ineligible Activities include: (see reverse for Eligible Activities) - is a requirement of a class; - would normally be performed for wages by a person in the workplace; - involves the operation of a vehicle, power tools, or scaffolding; - 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; - consists of duties normally performed in the home (i.e., daily chores) or personal recreational activities; - involves activities that promote discrimination, harassment, or puts the safety of the student or others at risk. - More comprehensive list available in Procedure 2.1.45				Total Hours:	

Student Signature

Date

Parent/Guardian Signature

Date

For Office use only:

Completion has been noted on student's record.

School Official Signature

Date