

# Record of Community Involvement Hours

40 hours of community involvement is required for graduation. Most activities that support non-profit organizations (e.g. charitable organizations, community agencies, service clubs) will meet the eligibility requirements set out by the Ontario Ministry of Education. Please refer to guidelines below and speak to your secondary school guidance office for further information, including activity pre-approval.

**Eligible Community Involvement Activities include an event/activity/program:**

- Designed to be of benefit to the community
- Supporting not-for-profit agencies, institutions or foundations
- Structured to promote tutoring, mentoring, coaching and the purpose is to assist others (with not-for-profit organizations, not replacing paid employment)
- Supporting work of a global nature, promoting environmental awareness
- Contributing to the health and well-being of any group, including school-based activities
- Affiliated with a club, arts or cultural association, or community organization that seeks to make a positive contribution in the community

**Ineligible Community Involvement Activities:**

- Activities that would normally be performed for wages by a person in the workplace
- Activities during instructional/ class time within the school day
- Required activities of a course where you earn a credit
- Participating on school sports teams or clubs
- Experiential learning (e.g. "Take Our Kids to Work Day", job shadow, co-op)
- Regular family responsibilities (chores)
- Court ordered community service programs

**Tips for Success**

- Be on time
- Dress appropriately
- Listen to instructions
- Ask for help if in doubt
- Obtain pre-approval of the activity
- Submit evidence of earned hours to the Guidance Office as you complete them
- Completion of the 40 hours is recommended before entering Grade 11
- Students may begin to accumulate hours beginning July 1 following Grade 8.

**Looking for an opportunity?**

Visit your secondary school guidance office or [www.volunteerhalton.ca](http://www.volunteerhalton.ca)

<b>NOTIFICATION OF PLANNED ACTIVITY:</b> Complete <u>PRIOR</u> to beginning Community Involvement activity	
Name of Community Sponsor:	Estimated Hours:
Location / Address:	Proposed Activity:
Sponsor Contact phone # or email:	Parent / Guardian Signature (permission): (If student under 18)
Principal (or designate) signature: (if necessary) <sup>1</sup>	

<b>COMPLETION OF COMMUNITY INVOLVEMENT:</b> Complete <u>AFTER</u> finishing Community Involvement activity		
Completion Date:	Total Hours:	Sponsor Signature <sup>2</sup> :
Student Signature:		Parent/Guardian Signature: (If student under 18)
<input type="checkbox"/> I have entered this community involvement activity in myBlueprint <a href="http://www.myblueprint.ca/halton">www.myblueprint.ca/halton</a>		
Date Entered:	School Official Initials: Confirming hours have been recorded:	