

Spaulding High School Community Service Guidelines

****Effective Fall 2019****

Purpose of Community Service

Community service is an integral part of students' learning experiences and offers meaningful opportunities for students to engage with individuals of their communities on a deeper level and understand the true concept of giving back. Part of SHS' mission is enabling students to become respectful, responsible, knowledgeable, confident, healthy and ethical global citizens.

Encouraging students to become proactive members of not only the SHS community, but also the surrounding Barre community, is an important component of being a member of society.

Community involvement incites personal growth, encourages civic engagement, and offers insight into the challenges our communities face. Developing a deeper understanding of the workings and infrastructure of our communities is the first step in making a difference. This is a difference each and every member of the SHS community is capable of making.

There is a good amount of flexibility in community service opportunities and *students are encouraged to think about making a meaningful impact on the community through creative and innovative approaches*. The goal of each student's service should be to benefit the community, rather than the individual.

Basic Requirements

Effective fall 2019, Spaulding High School requires 40 hours of community service over the course of a student's high school career (class of 2020 – 10 hours; class of 2021 – 20 hours; class of 2022 – 30 hours; class of 2023 and thereafter – 40 hours) as part of a student's graduation requirement. For students that transfer into Spaulding they would be required to complete 10 hours per year. For example if a student transferred to Spaulding their junior year, that student would need to complete 20 hours by graduation. Community Service is defined as unpaid work which is meaningful and done toward the benefit of others without expectation of repayment whether monetary or otherwise. The intent of this requirement is that SHS students make an impact, however large or small, on the community in which they are volunteering their time. The main requirement of community service is summarized below:

- 1) A total minimum of 40 hours is required by the last semester of a student's senior year.
 - The hours can be accrued through multiple projects or a single project.
 - The hours can be earned over the course of multiple years or in one year.
- 2) Hours must be recorded in the student's PLP ([see form](#)), and must include:
 - A description of the activity.

- The name and contact information for the supervisor of the activity. If the activity does not have a supervisor, students will need to supply evidence of their participation.

How to Obtain Community Service Hours

Spaulding High School will occasionally maintain, update and publish a list of approved community partners in Barre and beyond with their respective community service areas (e.g., helping the homeless, cleanup and rebuilding, mentoring, tutoring, helping the elderly). Students are not required to adhere to this list, but can participate in community service beyond the finite list. Students should contact their Academic Advisor if they have any questions about the suitability of a specific activity to the service requirements herein specified.

Details pertaining to what activities are counted as community service and how these hours are logged in are described as follows:

- 1) Students will enter their hours of service and a description of that service in their PLP log on or near the date that the activity took place.
- 2) Upon completion of the hours, the student will write a reflection about their learning from the experience. The reflection will be uploaded to the student's PLP.
- 3) Hours **will not** be granted for:
 - General club membership (although students may receive hours for activities done through club membership that they participate in)
 - Any activities that primarily serve a student's own interests
 - Activities for which a student is compensated
 - Jobs, Internships, Co-ops
 - Shadowing or Apprenticeships
 - Non-verifiable work (the student must be able to present the name, phone number, and email of the third party organization through which service was completed or evidence that sufficiently supports their service)
 - Service performed for a parent/guardian or relative
 - Office Aid or similar work within the school day

Expectations for Community Service

When working with organizations, students should act professionally and with integrity.

- Service commitments must be maintained.
- Students should always alert organization supervisors if they are unable to participate in a scheduled service activity. The supervisors reserve the right not to certify a student for service if too many absences are reported.
- Students should remember that they represent both themselves and Spaulding High School and should always use the best conduct when completing service requirements.

While service is a required activity, students will select special, leadership building service opportunities based on their interests. However, they assume full responsibility for the activities they select. SHS will not be liable for the volunteering activities in which students voluntarily elect to engage in.

SHS is not responsible for the acts or omissions of any community based organization. Students who choose to contact an organization do so at their own risk, and in doing so assume any and all risks of damage, loss or injury resulting from contact with any such organization, and release and discharge SHS from all related liability.

SHS does not provide transportation to community based organizations. Therefore, travel to and from such organizations and related activities must be arranged by the students on their own. For some organizations, public transportation may be available. Should a student choose to travel to any organization for community involvement, s/he does so entirely at their own risk.

Students should understand that many community based organizations may have their own policies and screening procedures (including a criminal background check or sex offender registry check) to which all students must abide as a condition of their participation with that organization. SHS is not responsible for any fees incurred in such requirements.

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