RICHMOND COMMUNITY HIGH SCHOOL

2025-2026 School Year

COMMUNITY SERVICE FACT SHEET

Minimum Required Hours Per Grade Level before graduation (over THE COURSE OF four years):

- **Freshmen - 150 hours **Service cannot start until after your first day of school at RCHS.****
- **Sophomores - 150 hours**
- **Junior - 150 hours**
- **Senior - 150 hours**

September 30, 2025 - Deadline for ALL community service hours completed to date to be considered. (To include (2024-2025) previous school year.)

- You can only complete 8 hours in a single day.
- Community Service **must** be approved **BEFORE** starting the activity using the pre-approval form.
- The majority of the service **must not be** office work (free labor) for the organization.
- Performed without material or monetary reward.
- A person other than the student's relative must supervise the service.
- Use the correct form, which is located on the school's website, OR see the Community Service section on the wall outside Room 115 to document and submit your community service hours.

Community Service Approval Process: Must be turned in at least 72 hours prior TO YOUR REQUESTED START.
The pre-approval form must be accessed using your school email account.

***Summer Community Service Hours should** be **turned** in **by September 30, 2025 USING THE VERIFICATION FORM**.

****If you** have **hours** from **last** year **that** need to **be turned in to me, please** get **them to me no later** than September **30, 2025**.

Mrs. C. Hayer, Community Service Coordinator – criddick@rvaschools.net