

Service
Requirements
Service Hours Log

- 12 service hours by **May 13th**
- You don't have to wait until May to turn in.
- 9 Community + 3 BCS
- **No more than 4** from one activity.
- No more than 2 hours from donations.
- We will share service opportunities on Remind as they come available.
- Ultimately, it is your responsibility to fulfill the requirement.
- Be sure that you are actively seeking out ways to earn hours.
- I have copies of the service log. It is also on Canvas and the website. (Read it carefully.)

Service Activities: The student must complete each blank for each service activity.

Member Name: _____ Grade Level: _____



Honors Academy RECORD OF SERVICE

Honors Academy members must complete at least *12 hours of community service each school year* in the following areas:

- **3 hours** of service to the **BCS** school system (any of the 11 Bartlett schools)
- 9 additional hours of service to the community or the school
- **No more than four hours may be counted for any one activity.**
- 4 hours may be hours completed to meet the service requirement of another club or organization (e.g., You may complete 4 hours for Key Club/Beta Club/NJHS and have those same hours count for the Honors Academy.)

Community service consists of volunteer work completed by individuals (or an organization) to benefit the community or its institutions. This unpaid work is intended to be of social use to give back to the community.

Areas include health care, child care, literacy training, education (including tutorial services), social services, housing and neighborhood improvement, crime prevention, recreation, and community improvement.

DO NOT LOSE THIS SHEET!! Keep a copy for yourself. This is the **ONLY** record of your service.

You are responsible for keeping a record of your service **AFTER** you submit it to me. I recommend creating a resume of your service hours that includes your hours and the organization. You will need this information Junior and Senior year when you apply for other organizations or scholarships.

Submit this form to Mrs. Staten on Canvas by April 1st (Seniors) and May 13th (everyone else).

Contact Mrs. Staten by email at dstaten@bartlettschools.org or Remind if you have any questions.

Service Activities: The student must complete each blank for each service activity.

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Date:	Time: Start End	Service Type: (Circle One)	Contact name (printed):
Location:	Duration: # hours	BCS- Service to School	Contact information (phone # or email):
Activity:		CS- Community Service Hours	Signature:
Brief description of what you did:			
Date:	Time: Start End	Service Type: (Circle One)	Contact name (printed):
Location:	Duration: # hours	BCS- Service to School	Contact information (phone # or email):
Activity:		CS- Community Service Hours	Signature:
Brief description of what you did:			
Date:	Time: Start End	Service Type: (Circle One)	Contact name (printed):
Location:	Duration: # hours	BCS- Service to School	Contact information (phone # or email):
Activity:		CS- Community Service Hours	Signature:
Brief description of what you did:			
Date:	Time: Start End	Service Type: (Circle One)	Contact name (printed):
Location:	Duration: # hours	BCS- Service to School	Contact information (phone # or email):
Activity:		CS- Community Service Hours	Signature:
Brief description of what you did:			

Total Hours of Service to BCS: _____
Overall Total Hours of Service: _____

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- Deadlines are NOT a suggestion.
- If you miss more than 2 deadlines, you will be put on probation with the Honors Academy
- Missing 3 deadlines (throughout the entirety of the program) is grounds for dismissal from the Honors Academy.

What is community service?

- **Community service consists of volunteer work completed by individuals (or an organization) to benefit the community or its institutions.**
- **This unpaid work is intended to be of social use to give back to the community.**
- **Areas include health care, childcare, literacy training, education (including tutorial services), social services, housing and neighborhood improvement, crime prevention, recreation, and community improvement.**
- **Getting outside of the four walls of your home/church to serve the community.**

What is NOT
community
service?

These are NOT
community service.

- Helping your family
- Doing chores at home
- Church activities that only benefit the members of the congregation
- Required practice, rehearsals, or performances for a club, band, or sport
- Teachers Aid

What are BCS hours?

- Anything related to serving the Bartlett City Schools community
- Anything helping one of the eleven BCS schools, their sports teams, organizations, teachers, or students.
- Examples: field workdays, building sets, improving the grounds, helping teachers, working concessions, etc.