



Community Involvement Hours Log Sheet

Student Name:		Principal:		
School:		Phone:		
<p>Please submit this form to the school as you complete each community involvement activity. You can submit multiple forms. See the back of the sheet for approved activities.</p>				
Activity	Date of Completion	Number of Hours	Location and Phone Number	Supervisor's Name
Total Hours:			For Office Use Only <input type="checkbox"/> Completion has been noted on the student's OST. Signature of School Official: Date:	
Student Signature: _____ Date: _____				
Parent Signature: _____ Date: _____				

Note: Personal information on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of administering the Community Involvement Program. Questions about this collection should be directed to the Freedom of Information and Protection of Privacy Coordinator.

Community Involvement Hours: A Grade 12 Graduation Requirement

A minimum of 40 hours is required – students can begin accumulating their hours the summer before they enter Grade 9

Eligible Activities

- Activities involving seniors or others who are unable to perform the tasks on their own, e.g., helping to shop, reading letters, shoveling snow, raking leaves, nursing home visits.
- Non-credit extracurricular activities, e.g., student government, helping with Grade 9 orientation, breakfast club.
- Helping to organize community events, e.g., fairs, community yard sales, canvassing, walk-a-thons, collecting donations, bottle drives, coaching and assisting sports teams/clubs for non-profit organizations.
- Aiding charities, service clubs and other not-for-profit organizations such as: Heart and Stroke Foundation, United Way, Girl Guides and Scouting of Canada, Canadian Red Cross, Canadian Cancer Society, Rotary and Service Clubs, the Humane Society.
- Participating in environmental projects, e.g., community clean-up, flower or tree planting, recycling programs.
- For-profit business or organization if voluntary activities are charitable-based and would not displace a paid worker.

Ineligible Activities

- Activities that are enhancing a product/service being sold/provided by a for-profit business designed to make it more attractive and/or a better experience for clients.
- Activities that are part of a class you are taking or take place during class time (activities during lunch breaks and spares are permissible).
- Jobs that the student is too young to be hired for or are considered dangerous (e.g., involve the operation of a vehicle or power tools).
- Activities/duties that you would normally do in your household, such as daily chores, personal recreational activities.
- Please click the link for additional age and industry restrictions for ineligible activities.

<https://www.ontario.ca/document/education-ontario-policy-and-program-direction/policyprogram-memorandum-124>

If you are not sure if an activity would be considered for your Community Hours, ask yourself the following questions:

‘Is this activity displacing a paid worker?’

If it is an activity –or job –that someone should be getting paid to do, then it does not qualify.

“How is my volunteerism benefiting the community as a whole or an individual in need?”

If you cannot identify an individual or community in need, then it does not qualify.

Please talk with your guidance department or school administration if you are unsure.