

# COMMUNITY SERVICE ACTIVITIES

for the Ontario Secondary School Diploma (OSSD)  
and the Rockway Diploma

Please provide the information requested below about the community service in which you participated and **return this form to the Main Office by May 15.**

<b>Last Name</b>	<b>First Name</b>	<b>OSSD: minimum 40 hours</b> <b>Rockway Diploma: minimum 60 hours</b>
------------------	-------------------	---

Is each activity listed below identified in the **Community Service Manual** under the list of approved activities? ☐ Yes ☐ No (If you checked "No" you must obtain the Principal's signature BEFORE starting the activity)

Date	# of Hours	Community Sponsor/Activity	Location & Telephone Number	Supervisor Name & Signature	Parent/Guardian Name & Signature
Month/Day		Name of Organization	City/Town	Please Print	Please Print
Year		Description of Activity	Telephone Number	Signature	Signature
Month/Day		Name of Organization	City/Town	Please Print	Please Print
Year		Description of Activity	Telephone Number	Signature	Signature
Month/Day		Name of Organization	City/Town	Please Print	Please Print
Year		Description of Activity	Telephone Number	Signature	Signature
Month/Day		Name of Organization	City/Town	Please Print	Please Print
Year		Description of Activity	Telephone Number	Signature	Signature

## Roles and Responsibilities of Parents

Parents should provide assistance to their child in the selection of their community service activities. Parents must communicate with the community sponsor and the school principal if they have any questions or concerns. A parent must sign the **Community Service Activities** form if the student is under the age of eighteen years. It is very important that parents assist their children in selecting appropriate activities that will provide safety and well-being. Parents / guardians must ensure that Health and Safety, Harassment, Hazardous materials or substances, locations and age appropriateness have been considered and are satisfactorily in place. Since the school is not responsible for selecting specific community service activities and sponsors, parents must ensure that a Community Sponsor has adequate liability insurance to cover their child.

## Roles and Responsibilities of Sponsors in the Community

One of the purposes of the community service requirement is to develop strong ties between the students and their community, fostering valuable and long-term relationships. Community sponsors must ensure that any training, equipment or special preparation that is required for the activity are provided, as well as appropriate liability insurance for student volunteers. It is crucial that students are able to fulfil their community involvement requirement in a safe environment. The person overseeing the student's activity must verify the date/s and the number of hours completed on the **Community Service Activities** form.

\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Principal's Signature**

\_\_\_\_\_  
**Date**