



Extraordinary Lives Start with a Great Catholic Education.



Dufferin-Peel Catholic District School Board

CHRISTIAN COMMUNITY INVOLVEMENT RESOURCE MANUAL

As stated in *Ontario Schools, Kindergarten to grade 12: Program and Diploma Requirements, 2016 (OS)* Students must complete a minimum of 40 hours of community involvement activities as part of the diploma requirements. The purpose of this requirement is to encourage students to develop an awareness and understanding of civic responsibility and of the role they can play and the contributions they can make in supporting and strengthening their communities. Students will plan and select their community involvement activities in consultation with their parents and as part of the Individual Pathways Plan process.

The Dufferin-Peel Catholic District School Board welcomes the opportunity to acknowledge the contributions our students make in their communities.

This manual acts as a supplement to the student resource *Christian Community Passport to the World of Service*,

The Dufferin-Peel Catholic District School Board wishes to thank the York Catholic District School Board for their assistance and co-operation in the development of this document.

Developed in consultation with Catholic religion educators and focus groups containing parents, students, teachers, administrators, and support staff.

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GENERAL INFORMATION

GRADUATION REQUIREMENT

Every student must complete a minimum of forty (40) hours of community involvement activities as a graduation requirement.

Though the forty hours of recognized service can be accomplished in one year, the Dufferin-Peel Catholic District School Board hopes that students will opt for involvement in more than one activity over two or more years. It is further hoped that students will become interested in service to others, and exceed the minimum requirement.

PURPOSE

The purpose of the requirement is to foster an understanding of civic responsibility; to

play a role in their community; and to help young people develop their skills.

TIMING

The work to fulfill this requirement can begin at any time after a student has graduated from grade 8. A single forty-hour activity, or a series of shorter-term activities totaling forty hours must be completed. The student must submit evidence of their community service hours, as per the process provided at their school.

GETTING STARTED

STEP #1

Students under the age of eighteen should plan an activity in consultation with their parent(s)/guardian(s). The activity should be one that involves service to others. The activity must fall within the guiding principles the Dufferin-Peel Catholic District School Board has established. Students 18 years of age and older do not need to consult with his/her parent(s)/guardian(s).

STEP #2

Students must confirm the details of the activity with the organizer who will be responsible for the activity.

STEP #3

Students may use the *Christian Community Passport to the* as a means of keeping a record of the community service opportunities they have participated in. then

examples. **Parent(s)/guardian(s) are responsible for ensuring that their selected**

INELIGIBLE ACTIVITIES

The Ministry of Education and Training has developed a list of activities that may **NOT** be chosen as community involvement activities and that are, therefore, ***INELIGIBLE ACTIVITIES***. An ineligible activity is an activity that:

is a requirement of a class, course or program in which the student is enrolled (e.g. co-operative education, experiential learning activities)

takes place during the time allotted for the instructional program on a school day. However, an activity that takes place during _____ is

takes place in a factory, if the student is under fifteen years of age.

takes place in a logging or mining environment if the student is under sixteen years of age.

takes place in a workplace other than a factory, if the student is under fourteen years of age and is not accompanied by an adult.

would normally be performed for wages by a person in the workplace.

involves the operation of a vehicle, power tools, or scaffolding

involves the administration of any type or form of medication or medical procedures to other people.

Act.

requires the knowledge of a tradesperson whose trade is regulated by the provincial government.

involves banking or the handling of securities, or the handling of jewelry, works of art, antiques, or other valuables.

consists of duties normally performed in the home (i.e. daily chores) or personal recreational activities;

involves a court-ordered program (e.g. community service program for young offenders, probationary program).

Involves activities that promote discrimination, harassment, or puts the safety of the student or others at risk.

INSURANCE PROTECTION

Students and parents are encouraged to purchase Student Accident Insurance which is available through the schools. The Dufferin-Peel Catholic District School Board expects that all community sponsors will; provide students with appropriate instructions; arrange precautions; and train and supervise student volunteers.

Students who are performing volunteer work for organizations within their required forty hours of service, are protected by the liability insurance. Community spF62 Tf

ELIGIBLE ACTIVITIES

The following guiding principles, read in conjunction with the list of ineligible activities, are intended to assist the student and parent(s)/guardian(s) to determine whether a planned activity is within an approved area for the completion of the Community Involvement requirement:

An event or

Please Note

ROLES AND RESPONSIBILITIES

STUDENTS

Students are responsible for selecting an appropriate community involvement activity and for completing all required documentation according to the requirements of the Dufferin-Peel Catholic District School Board. Students are also responsible for completing their community involvement hours in a manner that demonstrates a positive, moral work ethic and respect for others.

The following checklist of behaviours is recommended:

- punctuality
- appropriate dress and grooming
- using good manners
- a willingness to listen to instructions
- the ability to follow through on commitments
- a willingness to clarify instructions if in doubt
- the ability to maintain confidentiality

SCHOOL BOARD

The Dufferin-Peel Catholic District School Board accepts its responsibility to share information with students, parents and the broader community. This resource manual is part of that commitment. We have developed a list of approved activities, as well as appropriate forms and documentation protocol (see the *Christian Community Passport to the World of Service*). It is also the

and store the personal information pertaining to this program upon completion of all requirements, according to the Municipal Freedom of Information and Protection of

Privacy Act.

SCHOOL

PRINCIPALS

Principals are responsible for sharing information and documentation with students, parents and the broader community. Principals are responsible for forwarding special requests to the Board for consideration. The Principal is responsible for ensuring that completed community involvement hours are entered on

according to Board protocol.

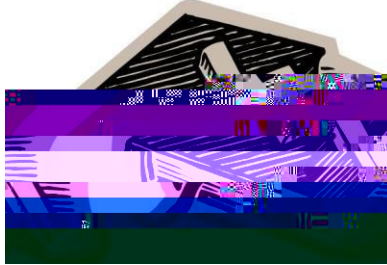
PARENTS/ GUARDIANS

Parents/guardians should provide assistance to their child in the selection of their community involvement activity. Parents also are encouraged to communicate with the community sponsor and the school Principal if they have any questions or concerns. A parent must sign both the notification portion and the completion portion of the appropriate page in the *Christian Community Passport to the World of Service* if the student is under eighteen years of age.

COMMUNITY SPONSORS

One of the purposes of the community involvement requirement is to develop strong ties between students and their community, and to foster valuable and long-term relationships. Persons and organizations within the community may be

PRAYER OF COMMISSIONING



Good and gracious God, who are we that you have loved us so well?

When we find ourselves so often difficult to trust, how is it that you have given us this world of yours, each other, and a future that is in our hands?

We have need of your compassion, your power and your wisdom. Our own wisdom has once again proven inadequate in the face of so much need.

Be strong in us. Purify our intentions. Deepen our commitment. Be for us all that we need. Dear God, we await your saving presence.

You did not choose me; I chose you and appointed you to go and bear much fruit, the kind of fruit that endures. This then is what I command you: love one another.

(John 15: 12-13)

PARENTAL NOTES

