

## CW Community Service Guidelines

1. Community service must be a voluntary effort and in no way be related to a paid work experience. A minimum of 20 hours is required to graduate.
2. Community service must be provided through a **(Non-Profit)** agency that provides services for children, adults, senior citizens or the community, unless a special exception is granted. An Agency Listing and Volunteer Opportunities can be found at [www.conradweiser.org](http://www.conradweiser.org) under High School/Students/Community Service.
3. Community service should fit into one or more of the following categories:
  - a. Public Service
  - b. Care and maintenance of Public equipment (Police /Fire)
  - c. Community Clean-Up (road clean up)
  - d. Community program planning and execution
  - e. Interaction with senior citizens and/or other adults through an agency
  - f. Interaction with children through an agency
4. All contact and scheduling with the service site are the responsibility of the student.
5. Any expense incurred at the community service site will be the responsibility of the student.
6. Transportation to the community site will be the responsibility of the student.
7. The community service activity may not be one that can be considered a proselytizing or fundraising activity for any political or religious organization.
8. Community service at an agency will require the student to contact the agency and submit a timesheet/written reflection after completing the service. The time sheet is to be submitted to the Community Service Coordinator located in the CW High School Counseling Office.
9. Community service hours will not be approved for work with an individual, unless that individual is the client of an agency that can validate the student's work.
10. All community service work must be completed outside of school hours.
11. Accumulation of hours may begin the summer after 8th Grade.
12. The agency has the option of not signing the timesheet if the student's job performance is not satisfactory.
13. Community Service efforts that involve fundraising for a non-profit agency is permitted however time spent doing door to door solicitation will not be considered.
14. Volunteer activities for a religious service (such as acolyte/alter server, choir, sound & lighting) that the student normally attends cannot be counted as community service. If the service is one where the student would NOT normally be present (such as a wedding or funeral) then the volunteer effort counts as community service. Any training, practicing or prep/cleanup for the service also counts as community service.