**Introduction to IB Prep Community Service**

Completing community service hours is a requirement of the IB Prep program and is designed to allow students an opportunity to get involved with their school and community in a non-academic setting. **6th grade will complete 10 hours of community service, 7th grade will complete 12 hours of community service, and 8th grade will complete 14 hours of community service before the assigned date.** Community service activities serve either a need in a community or the environment, or expand the student’s understanding of the world as expressed through an activity. The basic question to be asked to ascertain the appropriateness of an activity for IB Prep community service is “Whose needs are being met?” The answer must be a needy individual, community, or the environment. “Need” is defined by the social definition, not by “My mother really needs to have these copies made for her business.” Activities include: participating in a park cleanup, helping a neighbor with yard work, assisting with a food drive, etc. Paid hours are not eligible (for example: If you babysit, but you get paid for it, those hours are not eligible). Hours that result in a classroom grade are not eligible.

Your hours must be verified by an adult, and you must include the name, phone number, and signature of the supervising adult, for all of your recorded hours. A parent may sign for hours, as long as the activity impacts people beyond your household/immediate family. For instance, if your parent took you to pick up litter along a local walking trail, you can have your parent sign for that service; however, your parent may NOT have you do yard work at your own home and consider those service hours. We know that this year, service options are limited, so your parent in some cases may need to fill in as the “supervisor” of your service.

The IB Prep teachers will send out information about service opportunities we know of, and they may even schedule service events. All parents should follow the IB Prep Listserv to keep up with information regarding your service hours and opportunities.

\*If you are not sure if an activity will qualify for service hours, please contact Mr. Cameron.

Philosophy and Spirit of IB Prep Community Service

1. Education neither begins nor ends in the classroom, and many essential aspects of education exist beyond school.
2. An international education must go well beyond the provisions of information and is inevitably involved in the development of attitudes and values that transcend barriers of race, class, religion, sex, or politics.
3. The will to act in a service of the community (either local, national, or international) complements intellectual development and the academic curriculum.
4. IB Prep schools have a special challenge and opportunity to establish links with the local community and in doing so further the aims of international understanding.
5. Participation should complement the academic disciplines of the curriculum and counter-balance the academic studies.

***ATTITUDE IS PARAMOUNT, not just the hours you put into your community service experience. Commitment, being involved with others and giving of your time and talents is what community service is all about. It is not just about counting hours.***

**Frequently Asked Community Service Questions**

**How do I choose community service activities?**

Although activities are individually inspired, the IB Prep administrator is available to counsel students and to evaluate and report on their performance. In addition, appropriate community service opportunities will be advertised through flyers, website postings, and Listserv alerts.

**What are the guidelines for determining the appropriateness of a community service activity?**1 - The activity must serve the needs of the community or environment. 2 - You may not receive credit or payment in any way. 3 - You must have an adult supervisor who is willing to document what you have done. If these criteria are met, you have an appropriate activity! If you are unsure, please contact the IB Prep administrator before starting the activity to ensure appropriateness.

**When do I start my community service requirements?**

As soon as you are able to. Your hours must reflect service that occurs between the start of the school year and the final due date. You may NOT turn in hours related to previous service experiences.

**How do I document my activities?**

Your community service log sheet is included in this document. You need to print the log sheet, and fill it our each time you complete a service experience. You will include a brief description of the service experience, and the name, phone number, and signature of the supervising adult.

When filling out your student service log, be specific. “*I helped clean up the beach with my boy scout troop by picking up trash and recycling it*” is acceptable. Writing “*Beach Pickup*” is not.

**Who can sign as the adult supervisor?**

All activities must be monitored by an adult; i.e. a head counselor, volunteer coordinator, or club sponsor. We are allowing parents to sign, due to the limited opportunities this year, but we ask that parents/guardians and students complete this with integrity. It is essential for students and adults to monitor carefully each activity or project in terms of appropriateness, quality, and student participation.

**What do I do if I am unable to get the log sheet signed?**

You may obtain a signed letter or a personal e-mail from the activity supervisor, which must list the activity, dates, and times you volunteered. These notes may be added to your community service log.

**May I work for free at my parent’s or friend’s business and receive credit?**

**No**. Community service activities are to meet a community need. The activity should serve the environment or someone/something that is disadvantaged in the school, local or international community.

**What happens if I don’t meet the minimum requirements for community service by the deadline?**

Completing your community service requirement will serve as an assessment grade in your social studies class. Failure to complete your service requirement may also result in probation within the IB Prep program.

**In addition to recording 10/12/14 hours of community service(depending on grade level), each student will write a brief essay about your community services experiences. This essay, along with your log of hours, will be turned into your social studies teacher. Essay guidelines and submission details will be given well prior to the due date.**

**DUE DATE: Week of April 22nd – 26th . Final day to submit for full credit is April 26th.**

The Service Log is on the next page of this document. Print the log, and fill out the necessary info every time you complete a service experience. You may print multiple logs if necessary.

**Student Service Log**

**Student Name:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Hours | Date | Describe the Service Activity | Name and Phone Number of Supervisor | Supervisor Signature |
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**Total Hours: \_\_\_\_\_\_\_\_\_\_**

*In signing below, both the student and parent are verifying that the service hours were completed according to the standards and guidelines established by the IB Prep program.*

**Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**