

Examples of eligible activities:

Coaching/Teaching/Assisting

for example:

- minor hockey, ball, soccer, figure skating, Cubs, Guides etc.
- library reading group, tutoring
- lining sports fields, score keeping

Leadership

for example:

- students' council
- executive of Junior Farmers, 4-H, Lions etc.

Environmental Support

for example:

- clearing trails, shovelling, recycling

Community Events

for example:

- canvassing for Heart and Stroke, etc.
- community Fundraising
- fall fair volunteer

Personal Support

for example:

- hospital teen volunteers
- Amnesty International
- helping seniors/challenged individuals with shopping/cleaning etc.

LIABILITY INSURANCE COVERAGE

Bluewater District School Board is pleased to advise our Community Sponsors that students who are performing volunteer work for your organizations are protected by the school board's liability insurance, while they are performing their required forty hours of community involvement service.

Community sponsors are also protected by the board's liability insurance for claims that arise out of our students' volunteer activities for your organizations. Community sponsors will be responsible for ensuring that their liability insurance will protect them for their involvement in this program.

Community sponsors should also be aware that students do not have accident insurance, nor Workplace Safety Insurance coverage through the school board. The school board expects the community sponsors to ensure that student volunteers are provided with safety instructions, and are trained and supervised to ensure a safe and mutually beneficial volunteer experience.

An activity is ineligible if it:

- is a requirement of a class or course in which the student is enrolled (e.g. co-operative education portion of a course, job shadowing, work experience);
- takes place during the time allotted for the instructional program on a school day. However, an activity that takes place during the student's lunch breaks or "spare" periods is permissible;
- takes place in a logging or mining environment, if the student is under sixteen years of age;
- takes place in a factory, if the student is under fifteen 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 procedure to other persons;
- involves handling of substances classed as "designated substances" under the Occupational Health and Safety Act;
- requires the knowledge of a trades person whose trade is regulated by the provincial government;
- involves banking or the handling of securities, or the handling of jewellery, works of art, antiques, or other valuables;
- consists of duties normally performed in the home (i.e. daily chores) or personal recreational activities;
- involves activities for a court-ordered program (e.g. community-service program for young offenders, probationary program).



SECONDARY STUDENT COMMUNITY INVOLVEMENT GUIDELINES

PREPARING OUR STUDENTS TODAY
FOR THE WORLD OF TOMORROW



Bluewater Mission Statement:

We are a learning organization committed to providing a quality educational experience for every student in a safe and caring environment.

INTRODUCTION:

This pamphlet contains information about the community involvement requirements of the Ontario Secondary School Diploma. Forty (40) hours of community involvement is a diploma requirement for every student beginning secondary school after September 1, 1999.

One or a variety of community involvement activities can be chosen by a student in consultation with his or her parents or guardian. A student under 18 years of age must have the signed consent of his or her parents to take part in community involvement activities.

Selected activities should suit the age, maturity and ability of the individual student. Community involvement activities are unpaid.

ROLES AND RESPONSIBILITIES

STUDENTS/FAMILIES

- >select eligible activities
- >complete pages 7 and 8 of the Community Involvement Record Book prior to participating in a community involvement activity
- >obtain the supervisor's initials following each activity
- >are responsible for providing the Community Involvement Record Book to the school documenting a minimum of 40 hours of service
- >choose whether to purchase optional Student Accident Insurance for additional protection as there is no Workplace Safety Insurance provided through the Board

BOARD

- >develops a list of approved activities
- >approves activities which meet both Board and Ministry criteria
- >provides liability insurance coverage for students and community sponsors, for claims arising out of the students' volunteer activities

ROLES AND RESPONSIBILITIES

SPONSORS

- >provide training, equipment and/or special preparation that is required for the student volunteer
- >provide a safe environment for the activity
- >supervise the student volunteer to ensure safe work practices
- >verify the dates and hours of volunteer work completed by signing the student's Community Involvement Record Book
- >provide accident and damage protection under the terms of the sponsor's insurance

SCHOOL

- >provides information about the community involvement requirement to parents, students and community members
- >makes available to students the appropriate forms for the planning and tracking of community involvement activities
- >records the successful completion of the community involvement requirement in the student's official transcript.

Student Community Involvement Recording Sheet

Student: _____ Birthdate: _____

Date M/D/Y	Group/Individual	Activity	Location	# of Hours	Supervisor's Name	Contact Phone #	Supervisor's Initials

Date Submitted: _____

Student Signataure: _____

Recorded in Trillium: _____

Parent Signature: _____

