

Student's Name: _____

Living Skills Teacher: _____

Class period: _____

<h2 style="text-align: center;">Community Service Guidelines and Approval Sheet</h2>
--

Every Living Skills student is asked to complete a minimum of **15 hours of community service**. These hours can be completed during the 6 months prior to the beginning of this course, and must be done by the end of the semester (date will be posted on Schoology), with no exceptions. Before you start working with any organization, you must complete this form and give it to your Living Skills teacher for approval. **Once you have approval** you may start your hours and track them on the blue record sheet. If you are working with more than one organization please list all of them, and your reasons, on just **one** approval sheet.

There are many ways you may be of service to your community. It will be your responsibility to make contacts and set up your service times. Be sure to see your teacher individually if you need help finding a placement. Your hours must be verified by a supervising adult on your Community Service Record Sheet (blue).

This accounts for 25% of your total grade.

Name of the Organization(s) you plan on working with: _____

Explain what you will be doing for this organization: _____

Explain why you choose this organization, why this is important to you, how this work relates to your own goals and plans for the future: _____

Guidelines and Resources for Community Service

Paperwork

Please have the person in charge (your supervisor) of where you are volunteering fill out the Blue Record Sheet, and sign the bottom confirming your total hours. The written reflection prompt is on the back of the blue sheet. Please submit your reflection via Schoology. Both the blue record sheet and your written reflection will be due by the date posted on Schoology.

Requirements

- The organization you work for must be a **non-profit**. For example: a library, school, environmental, service or political organization.
- You must **not be paid** for or receive a grade/credit for the hours you work.
- There must be someone supervising your work that can verify your hours.
- Your hours must be with an **established organization**.
- Please find ways to interact with the community (people). Working in an office or lab or other isolated locations does not benefit the larger community- and will only be accepted for half of your hours.

How to choose an organization

You will be spending many hours doing this work – so choose work that is meaningful and is fulfilling. ***You should choose work that has some connection to you personally, or to what you want to do with your life.*** In other words, if you want to be a doctor, volunteer at a hospital, not the library. If you want to do something for the environment, choose something in that field.

Where to start

Please realize that some organizations do not accept students who are under 16, yet some have family volunteer options where you can volunteer with a parent.

Some websites that have been helpful to students looking for opportunities are -

Canopy (trees in Palo Alto): <http://canopy.org/get-involved/volunteer-signup/>

Volunteer Match: <http://www.volunteermatch.org/nonprofits>

Hands on Bay Area: <http://www.handsonbayarea.org>

Get Involved Palo Alto: <http://www.getinvolvedpa.com/>

Youth Community Service (YCS): <http://youthcommunityservice.org/>

Acterra-Action for a Healthy Planet: <https://www.acterra.org/volunteer-with-us/>

Stevenson House: <https://stevensonhouse.org/support-us/volunteer/>