

SJE Community Service

Students are required to complete **three hours** of community experience each academic year. The project may be completed through participation in school activities or other acceptable community activities. Community service projects must be **pre-approved** by the student's **school counselor** and **parent**, and **signed by an adult who has supervised the project**.

Requirements:

Service Parameters

1. Service hours are completed outside of regular school day.
2. Work is voluntary and not tied to any class credit or pay.

Reflection Paper

3. Reflection paper (three paragraphs) completed which answers:
 - What lessons or skills did you learn from this experience?
 - How has the experience influenced you?
 - What did you like about this experience? What did you dislike?
 - How did your work affect those you were servicing?

Forms

4. Complete the following form:
 - Community Service Time Log Form

Note: Students may complete the project at any time during high school, but the documentation must be submitted no later than the end of May of the senior year. If a student wants to complete this project prior to senior year, s/he will work with the School Counselor for prior approval.

Some students may also wish to document additional (more than the required 3 hours) community service hours completed throughout their high school experience.

Community Service
Time Log Form

The community service supervisor may be a person who provides a service to the community, a business supervisor, or a person in charge of a service program. He/she must be at least 21 years of age and cannot be a relative. The community service supervisor will provide the following to the student:

- Verification that the student has contributed a minimum of three (3) unpaid hours working with the supervisor
- Completed form below that verifies the quality of time and work experience spent on the community service project

Date	Time	Description of Activity	Signature of Supervisor

Supervisor's Name (printed) _____

Company/position: _____

The following reflective questions will be answered by the student - typed document and turned in to be placed in the student's file:

- What lessons or skills did you learn from this experience?
- How has the experience influenced you?
- What did you like about this experience? What did you dislike?
- How did your work affect those you were servicing?