Getting Started

Step 1

Review the list of approved and ineligible activities

Step 2

In consultation with parents, select an activity

Step 3

Complete the "Proposed Activity/ Organization Name" section of the Community Involvement Activity Notification and Completion Form which is available in the Guidance Office

Step 4

Obtain the signature of your parent/guardian if you are under 18 years of age

Step 5

Obtain pre-approval from the Principal or Designate before beginning any activity

Step 6

Complete the community involvement activity

Step 7

Once the activity is completed, request that the Supervisor of the activity indicates the number of hours completed, describes the activity, completes the contact information and provides their verification signature

Step 8

Submit the completed form to your Guidance Office according to your school's procedures and deadlines

Where to find volunteer opportunities?

- The Guidance Office
- School Announcements
- Public Library and Community Centre Bulletin Boards
- www.volunteertoronto.ca
- www.toronto-charities.ca
- www.charityvillage.com

Toronto District School Board

Student's Guide to Community Involvement

What is Community Involvement?

- An event or activity designed to be of benefit to the community
- A graduation requirement for an Ontario Secondary School Diploma
- Total of 40 hours of community involvement activities **
- A volunteer activity – not for pay or credit
- A constructive contribution to the community

Why has the Ministry of Education mandated it?

- Reinforces civic responsibility
- Strengthens the community
- Enhances one's self-confidence and self-image
- Offers networking for future employment
- Provides an experience for students to include in their portfolios

When must students complete it?

- Any time during the secondary school program, beginning the summer before students enter grade 9, and prior to graduation
- Outside class hours, for example:
  - during lunch breaks
  - in the evening
  - on weekends
  - during school breaks
  - during the summer months

***** Schools are responsible for recording 40 hours in the student's profile. Students will track any hours that are accumulated beyond the 40 hour requirement.***

It is at the school's discretion to input hours beyond the 40 hour requirement.

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