

## Appendix: Community Involvement Activities

### List of Eligible activities:

Community involvement activities may take place in a variety of settings, including businesses, not-for-profit organizations, public sector institutions (including hospitals), and information settings. Below is a list of community involvement activities that are considered acceptable.

**Eligible activities may include an event or activity designed to be of benefit to the community and/or supports a not-for-profit agency, institution or foundation that conforms to the ethical standards of the University of Ottawa and the Ontario Ministry of Education.**

The following list provides examples of activities that, if within the **intent and spirit of community involvement**, are suitable for completion of the community involvement requirement. **Unapproved activities cannot be commenced until permission has been granted by the school.**

Type of activity	Examples
School community service	These must be completed outside students' class time and may include assisting with arts initiatives, school sports teams, charity/social action projects, school committees, peer tutoring, peer helping and/or youth ministry
Parish community service	These may include helping, leading and/or organizing child minding during liturgies, Eucharistic ministry, altar serving, greeting/ushering at church activities, music ministry, reading at Mass, Sunday school, parish committees, social justice initiatives and/or youth ministry
Fundraising	Canvassing, walk-a-thons for community benefit, celebrity games, gift wrapping, gala and sales for charitable purposes (Canadian Cancer Society, United Way, CHEO Foundation)
Sports/recreation	Coaching and helping to organize Special Olympics, track meets and summer games, volunteering as a buddy or pool assistant
Community events	Helping organize winter carnivals, parades, and summer fairs (Winterlude, Tulip Festival, Festival Franco Ontarien, Santa Claus parade)
Community projects	Participating in organized food drives, support services for community groups (Shepherds of Good Hope, 4H clubs)
Environmental projects	Participating in community clean-up, flower/tree planting, recycling, and general beautification projects and activities (Clean Up the Capital)
Volunteer work with seniors	Assisting in a seniors' residence, e.g. serving snacks, helping with activities or portering, or participating in visiting and reading programs
Health agencies	Volunteering in hospitals, hospices, and Canadian Blood Services (assist at a blood donor clinic or time to donate blood)
Committee work	Participating on advisory boards or neighbourhood associations and regional associations
Youth Program	Assisting with the operation of not for profit youth programs, (Scouts, Guides, City of Ottawa), drop-in centre activities, breakfast programs, child care programs, March break programs, Leaders in Training, summer playground activities and camps (St. Brigid's, Waupoos Farm)
Work with animals	Assisting with animal care, horseback riding programs, or volunteer assistance at a local zoo or petting farm (Humane Society)
Arts and culture	Assisting at a gallery, performing arts production or program, or in a community library program

Activities for individual	Assisting someone who requires support with shopping, tutoring, light snow removal (no use of snowblower), or housekeeping (*pre-approval recommended)
---------------------------	--

If a student proposes to undertake an activity that is *not* on the school or host school board's list of approved activities, the principal will determine whether the student's proposed activity is acceptable, in consultation with the appropriate supervisory officer. If the activity is acceptable, the principal must keep a copy of the approval on file. (The principal is not required to give approval of activities that are on the school's list of approved activities.)

The principal will determine whether the student has met the community involvement requirement, and, if so, will indicate on the Ontario Student Transcript that the student has completed the requirement.

### **List of Ineligible activities:**

The ministry has developed a list of activities that may not be chosen as community involvement activities. These are referred to as ineligible activities. An ineligible activity is an activity that:

- is a requirement of a class or course in which the student is enrolled (e.g., cooperative 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 tradesperson 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)

## Community Involvement Record

Students may begin to accumulate the required community involvement hours beginning in the summer after they complete Grade 8. Before beginning any activity, ensure that it is identified on the list of approved activities found above. If the activity does not appear on the eligible list, please obtain approval from your school principal before starting the activity. Activities not on the approved list cannot be commenced unless permission has been granted by the school.

School name:		Date submitted:	
Student name:		Student signature:	

I acknowledge that I am responsible for the monitoring and safety of my child during the completion of these hours:

Parent/guardian name: \_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_

Community Involvement activity	Date(s)	Location of the organization	Name of the supervisor	Supervisor signature	Supervisor phone and email	Hours completed

Principal/designate name and Signature: \_\_\_\_\_

Date: \_\_\_\_\_