

Highland School Community Service Program Guidelines (Upper School Handbook)

Purpose

Highland School's community service program strives to facilitate personal growth and community awareness in all students by:

- Engaging them in meeting real community needs;
- Broadening their perspective and range of experiences;
- Developing a sense of civic responsibility, integrity and compassion, and;
- Helping them to recognize their individual strengths and leadership potential through service opportunities.

Graduation Requirement

Students in Grade 9-11* are required to complete a minimum of 20 hours of approved community service by the end of each school year for a total of 60 during their Highland career. Documentation of these hours must be submitted to the Director of Experiential and Service Learning by the last day of school (or May 1 to be considered for awards.)

Guidelines

Students are encouraged to make the most of this requirement by choosing service activities that expose them to people, environments and experiences beyond their regular familiarity. All service hours must be completed outside of regular school time. No students may be paid or receive other compensation for their service. Please contact the Director of Service Learning with questions about the requirement.

A maximum of 10 hours annually of Highland-related service may be counted towards the annual requirement. Examples include ushering Center for the Arts events or helping in the library on weeknights and weekends, and assisting with Highland Summer Camps.

A minimum of 10 hours annually must be completed in service to the community beyond Highland. Examples include volunteering for non-profit community agencies such as Hospice, SPCA, Habitat for Humanity, Boys and Girls Club, Fauquier Hospital Junior Volunteer Program, Therapeutic Riding, and the American Red Cross. The Upper School Key Club sponsors one or two service projects a month that are open to all Highland students. Opportunities are also posted in the daily bulletin, on the web, and are available from the Director of Experiential and Service Learning.

Church-Related Service

Effective September 2007, in the spirit of encouraging students to engage in new experiences, service that benefits the church community (for example: babysitting during church services, choir practice, serving as an acolyte) **does not qualify**. Service that is done in outreach to the greater community (for example: youth group mission trips, church choir performance for a nursing home) generally qualifies towards the requirement.

* Seniors will complete a Senior Project in place of the 20 hour community service hour requirement.

Consequences for Incompletion

Students who have not submitted their service hour documentation by the last day of school will be required to complete an agreement, including student and parent signature, articulating how they intend to complete their hours over the summer. Students will have their final grade report held until this agreement is returned. Students who do not adhere to the agreement and fail to complete their hours before the next school year will be suspended from leadership positions, may not participate in extracurricular activities (including sports, clubs and fine arts productions) until the requirement is satisfied, and will not be considered for service awards. Additionally, rising Seniors will not receive Senior privileges nor a Highland diploma until the requirement is satisfied.