

Christian Community Service Policy

Rooted in our Mission Statement, Catholic High's commitment to Christian community service stands to give witness to our faith and empower our young women to live out our motto, "let your light shine." Christian community service is a **yearly commitment and a prerequisite for advancement to the next grade level and graduation**. Through action and reflection, Christian community service provides opportunities to build discipleship within the Catholic High community, the Greater Baltimore community, and the world. In the words attributed to St. Francis, "Preach the Gospel at all times and when necessary use words."

Christian Community Service Requirements:

- Students are required to complete 20* service hours every year. A minimum of 10 hours is required by a determined semester deadline.
 - First half of service hours (at least 10 service hours) is due December 15.
 - Final portion of service hours (at least 20 hours total for the entire school year) is due April 29, 2022.
- Students may begin logging service hours for the 2021-2022 school year beginning May 2021. Any hours completed prior to this date will not be counted toward the student's 2021-2022 service requirement.
- Community Service **hours do not rollover** in order that service is part of a student's entire TCHS experience.
- Students will be required to complete a graded Christian Community Service Reflection Assignment through their Theology class. Details and rubrics will be provided through the Theology Department.

**Please note that the 2021-2022 requirement remains an adjusted policy due to the challenges that remain due to Covid-19. It is our hope to return to the long-standing 30-hour requirement in 2022-2023, but the Office of Mission will continue to assess the challenges and work to support students in their annual completion of service hours.*

Approved Locations:

- Service opportunities must occur within a formal volunteer program or under a direct volunteer supervisor/ event coordinator, at a non-profit that does not conflict with our Catholic values.
- Students are required to serve with an organization included in **TCHS' Community Service Digital Catalog or in the preapproved categorized settings** listed below:

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| <ul style="list-style-type: none"> ○ Camps that are faith-based and/or service-based ○ Emergency services (e.g. Red Cross, police, firefighters) ○ Church events, programs, & ministries ○ Community Parks & Recreation | <ul style="list-style-type: none"> ○ Libraries & Schools ○ TCHS Institutional Advancement Office/events volunteer ○ NHS tutoring program ○ Opportunities listed within the TCHS Service Bulletin |
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- If a student wishes to volunteer **outside of these settings** in an alternative location, such as a different nonprofit organization, she must **first receive approval** from Mrs. Baxter, Campus Minister.

Please Note:

- Students may *not* volunteer in the family's workplace or for her family members. Parents may *not* sign off as supervisor on logged service hours. If you have questions, please contact Mrs. Baxter, Campus Minister.
- At-home service projects may *not* be submitted for service hours **unless specifically approved** by Mrs. Baxter in advance. **Proper supervision, verification and procedures are needed for all service hours.**
- A maximum of *five* hours of at-home/virtual service are able to be approved each year. (i.e. casseroles, card making, knitting, etc.)

Recommendations:

- Begin community service over the summer. It is common for there to be volunteer training or an orientation at many sites, so setting up a site takes some time.
- Students should submit hours via MobileServe before leaving volunteer site, if possible. Hours must be submitted as soon as possible.
- Go beyond the requirement. Service hours are used to nominate students for many scholarships and awards.
- Contact a local, Catholic non-profit organization such as Catholic Charities or St. Vincent de Paul for extensive service locations and opportunities.
- Consider building a meaningful relationship with an organization. It would be both rewarding for the student and helpful for the agency. Committing to an agency provides connections that are helpful in applying to colleges and businesses.
- We encourage students to wear their Catholic High uniforms or clothing with the TCHS logo on it in order to promote our school.
- Ask fellow students from your geographical area where and how they serve for inspiration. You could arrange to serve together and car pool.

The following Service Awards* are given at the end of the school year to deserving Catholic High students:

- Mother Generosa Award: 30-74 hours of service
- Saint Clare Award: 75-99 hours of service
- Saint Francis Award: 100 or more hours of service
- Canticle Award: Senior student with highest total number of hours over all four years.

**Award levels have been adjusted to complement the current requirement for 2021-2022*

Consequences:

Completed yearly service hours are required for promotion to the next grade level. If service hours are not submitted by the published due date, financial aid, including scholarships, may be withdrawn and participation in extracurricular activities may be suspended. Any questions should be directed to the Campus Minister.

2021 Update to Submitting Service Hours

- Beginning September 20, 2021: All hours must be submitted through the MobileServe app. Directions for using MobileServe can be found on the school website > Student Life > Community Service.
- All service hours completed between May 1, 2021 - September 19, 2021 must be submitted on paper logs ASAP.
- Hours should NOT be submitted on both logs and the app!