



Sacred Heart College

MARIST OBSERVATORY

EDUCATION WITH HEART

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COMMUNITY-SERVICE POLICY

PURPOSE

At Sacred Heart College, community service is not merely a requirement but a fundamental aspect of our mission and values. Rooted in the Marist tradition of service to others, community service embodies our commitment to living out the Gospel values of love, compassion, and solidarity. Through engaging in acts of service, students are provided with opportunities to develop empathy, deepen their understanding of social justice issues and cultivate a sense of responsibility towards creating a more just and compassionate society.

COMMUNITY SERVICE OPPORTUNITIES

Below are the proposed suggestions for community service opportunities:

1. Support services

- Making food to be distributed to the needy
- Management and collection of needed goods
- Personal baking for community partnerships
- Tutoring of students in communities of need (can include online or virtual tutoring)

1.1 Suggested support services

Knitting squares (three × 20cm × 20cm squares)	1 hour
Food preparation (such as meal-in-a-bag or three bags or sandwiches: three loaves individually wrapped or soup: four litres)	1 hour
Santa Shoe Box (one box)	1 hour (students may claim 2 hours per year)
Knit a scarf/beanie (one scarf or beanie)	2 hours
Eco bricks (bottles must weigh minimum 600 grams)	1 bottle – 1 hour
Making board games for NGOs/community centres. Two completed board games	1 hour may only (students may claim 2 hours per year)
Making Christmas crackers (6 homemade crackers)	1 hour (students may claim 2 hours per year)

2. On-going service

- Visiting children's homes
- Outreach services
- Literacy and numeracy training
- SPCA
- Soup kitchens
- Guide dogs
- Police stations
- Hospitals
- Retirement homes (Online interaction is possible)
- Blood peer promoters
- Blood donation (one hour per donation)
- Environmental clean-ups including removal of alien plants
- Online reading to the elderly or outreach students or writing letters to the elderly
- Maintenance of a vegetable garden for produce to be distributed/on-site in a disadvantaged school
- Assisting NGOs with website administration or general administration
- Building kennels for impoverished dog owners
- Early Childhood Development/Educational packs/care packs for medical staff, etc.

3. School-based community service

(NOTE: Does not apply to twenty hours community service for Grade 12 Life Orientation Portfolio)

- Assisting on Open Day (school tour guide or helping in classrooms)
- Assistance at sporting or cultural events
- Any additional school event aimed solely at supporting the school community rather than benefiting external communities.
- Students may opt for the community service or a merit – the student may NOT receive both.

COMMUNITY SERVICE REQUIREMENTS Leadership application

Students applying to be part of the Leadership Team in Grade 11 are required to complete a minimum of **sixty (60) hours** of community service. These hours must be completed within the academic years during Grades 8 to 11 preceding the application period. If the student has not fulfilled the 60 hours by the start of the application process in July they may complete their hours in the August holidays.

Grade 12 Life Orientation Portfolio

As part of the Grade 12 Life Orientation curriculum, students are required to complete a minimum of **20 hours** of community service. These hours may be completed within the academic years Grades 8 to 12. These hours must be completed by a specified deadline determined by the IEB and communicated by the Grade 12 Life Orientation teacher.

GUIDELINES FOR COMMUNITY SERVICE Service criteria

Community-service activities must be unpaid and conducted voluntarily with the primary intention of benefiting others rather than oneself.

Documentation and verification

Documentation of completed hours, including signed verification forms or supervisor signatures, must be submitted to the *Administration Assistant*. Students may photograph/video completion of tasks in order to assist with verification.

Supervision

Students engaging in community service must be supervised by responsible adults or authorised personnel.

Ethical conduct

Students are expected to uphold the values of respect, integrity and compassion in all their interactions during community-service activities.

REVIEW AND EVALUATION

The Community-Service Coordinator, in collaboration with the School Management Team, will periodically review the effectiveness of the Community-Service Policy and make necessary adjustments to ensure its alignment with the school's mission and objectives.

Community service is an integral part of the holistic education provided at our Marist, Catholic School. Through active engagement in service activities, students are empowered to become compassionate leaders committed to making a positive difference in the world, embodying the Marist spirit "to make Jesus Christ known and loved".