Volunteer & Community Service
Parent and Student Informed Consent Form

As the parent/guardian of ________________________________ , a student attending Curtis High School at University Place School District, I am aware that he/she must complete all parts of the CHS Culminating Project, as part of his/her graduation requirements. I understand my son/daughter will participate in activities that include a volunteer/community service component.

I/We understand the required volunteer/community service must be completed with a non-profit organization, which is listed in detail on the backside of this form. I/We have read the “Volunteer Service Requirement for Culminating Project” printed on page two of this form.

I/We understand that the University Place School District will not have staff present during any outside preparation of activities involved in the volunteer/community service. I assume the responsibility of supervising my son/daughter for all the activities involved in coordinating the volunteer/community service.

I/We understand that the District prohibits a student from undertaking any activity, which may place the student and/or his or her supervisors at an unnecessary risk of harm or injury. I/We understand that the District expects the parent/guardian to make the initial determination as to whether a volunteer/community service activity places the student and/or his or her supervisors at risk of harm or injury. I/We understand that it is the responsibility of the parent(s)/guardians(s) to ensure the supervisor is: 1) providing their son or daughter with a safe environment, and 2) following all necessary safety procedures.

Being fully informed and aware of the risks associated with this volunteer/community service activity, I hereby give my permission for my son/daughter, ________________________________, to participate. I release the University Place School District and assume any risk inherent in the activity. In addition, I waive the right of recovery or to bring legal action against the University Place School District for any injury, death, property damage or other consequences arising out of participation or during the period of this activity.

Check Student’s Grade Level:  
☐ 10th  ☐ 11th  ☐ 12th

Hour Requirements by Grade Level:  10 Hours   15 Hours   25 Hours

The following signatures confirm that we have read and understand the information provided on both pages of this form. The student is responsible for showing this signed form to their Cohort Leader on October 30, 2013 and keeping this document in their Culminating Project Portfolio.

Student Name (Printed)  Student Signature  Date Signed

Parent/Legal Guardian (Printed)  Parent/Legal Guardian Signature  Date Signed

** This document MUST be signed by October 30, 2013 and kept in the student’s Culminating Project Portfolio **
Volunteer Service Requirement for Culminating Project

Curtis High School students must volunteer with a *non-profit organization* for their CHS Culminating Project volunteer hours to be approved. Any other clubs, activities or non-profit organization not listed below or not listed in the Volunteer Service Reference Guide must be approved by the CHS College & Career Center, room 103. (The Volunteer Service Reference Guide is available in the CCC or online at www.upsd.wednet.edu/chs)

The following are examples of APPROVED volunteer/community service activities:

- Volunteer at a local non-profit medical facility or hospital
- Stocking and distributing food at a food bank OR collecting food for a local food bank
- Mentoring or tutoring a younger child through a non-profit organization
- Environmental restoration work through a local non-profit
- Volunteer service must be completed outside of a student's regular school day.
- Mission Trip OR Youth Camp Counselor – A maximum of 16 hours per day will be approved. You may ONLY include the hours during the mission trip or camp IF it is during school breaks and/or summer.
- If a student chooses to volunteer as a 6th Grade Camp Counselor during the school year, the student can only count a maximum of 24 hours. High school students cannot count the hours of school they missed to attend the camp.
- Youth Sports Coach - If your time is spent with younger students (i.e. Junior High or Elementary) or a community sports group, then your hours will most likely count. Check with the CHS College & Career Center for final approval.
- If you are a member of one of the CHS Clubs listed below, you may count the volunteer service hours directly related to supporting a non-profit organization. You cannot include club meetings, or any club activities not supporting non-profit organizations. (APPROVED CHS CLUBS: National Honor Society, Key Club, NJROTC, Environmental Club, MAC Scholars, Sports Medicine, Curtis Companions, Mentor Viking Program, Football with Little Viks, Girls’ Basketball with Lady Viks.)
- If a student participates with their church/religious organization, *only* activities directly related to benefiting a non-profit organization will be approved.

The following are examples of NOT APPROVED volunteer/community service activities:

- Fundraising events are NOT APPROVED activities.
- If activities are only benefitting members of a club/church/religious organization, those hours DO NOT COUNT. (For example, the following are NOT APPROVED activities: Babysitting during service; Playing music during service; Cleaning up after service; Fundraising for the club/church/religious organization.)
- Students working for free with a business or profitable organization is considered a job shadow/internship and NOT volunteer service. (Forms for job shadow/internships are available in the CHS CCC, Room 103.)

Required documentation for volunteer/community service activities:

Students must use the following CHS Volunteer Service Documentation Forms to participate in volunteer service and verify completion of hours. These forms are distributed to students during their first Cohort meeting in September. They are also available online at www.upsd.wednet.edu/chs (Click “College & Career”. Click “Volunteer Service”)

- Volunteer Parent & Student Consent Form – All Grades (DUE Cohort #2 on October 30, 2013)
- Volunteer Service Log Sheet – All Grades
- Volunteer Photo Evidence Form/Sr. Project - Grade 12 Only

Students are required to document their volunteer hours on the VOLUNTEER SERVICE LOG SHEET for their grade level. The log sheets are due on the following dates for the 2013/2014 school year:

- Grade 10 (Minimum 10 Hours) DUE May 21, 2014
- Grade 11 (Minimum 15 Hours) DUE May 21, 2014
- Grade 12 (Minimum 25 Hours) DUE March 12, 2014

**This document MUST be signed by October 30, 2013 and kept in the student's Culminating Project Portfolio**