

# ALLEGAN HIGH SCHOOL COMMUNITY SERVICE FORM

This record of community service is due by May 1<sup>st</sup> of your Senior year.  
Read the guidelines on the reverse side before beginning your community service.

Student Name (Please Print): \_\_\_\_\_ Class of \_\_\_\_\_

Non-profit group receiving your service: \_\_\_\_\_

Description of the service: \_\_\_\_\_  
\_\_\_\_\_

Date(s) of Service: \_\_\_\_\_

Number of hours completed: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TO BE FILLED OUT BY SUPERVISOR

*This individual or group agrees to defend, indemnify and save the District, the Board of Education, the individual members of the Board of Education, and individual administrators, harmless against any and all claims, demands, costs, suits, claims for attorneys' fees or other forms of liability as well as all court and/or administrative agency costs that may arise out of or by reason of community service performed for this individual or group, by the aforementioned Allegan High School student, pursuant to this agreement.*

Signature of Supervisor: \_\_\_\_\_

Contact Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Date: \_\_\_\_\_

High School Approval: \_\_\_\_\_

*Counselor or Principal*

Entered into Powerschool

# COMMUNITY SERVICE GUIDELINES

1. The student must get high school approval before starting the community service to insure that your service is appropriate and meets all guidelines.
2. All seniors are required to complete twenty (20) hours of volunteer community service as part of the high school graduation requirements.
3. The volunteered service may be completed any time during his/her high school career. The record of this community service needs to be turned into the counseling office no later than May 1st of your senior year.
4. It is the responsibility of the student to make the contact and contract with the service recipient.
5. Community organizations often call the counseling office when in need of volunteers. Listen to announcements for possible opportunities.
6. The school system is not liable for the student while the community service is being performed. The school will discuss liability questions with any recipient of service.
7. Students must return their application to the high school counseling office when the service is completed. The school will check each completed application to verify completion.
8. No senior will graduate until the service is completed.
9. Transcripts will show the community service component completed.
10. Community service must be completed outside of the school day and cannot be part of a class requirement, family business, place of employment or a group project (4-H, scouts, youth groups, etc.).
11. Must be a non-profit group or agency.