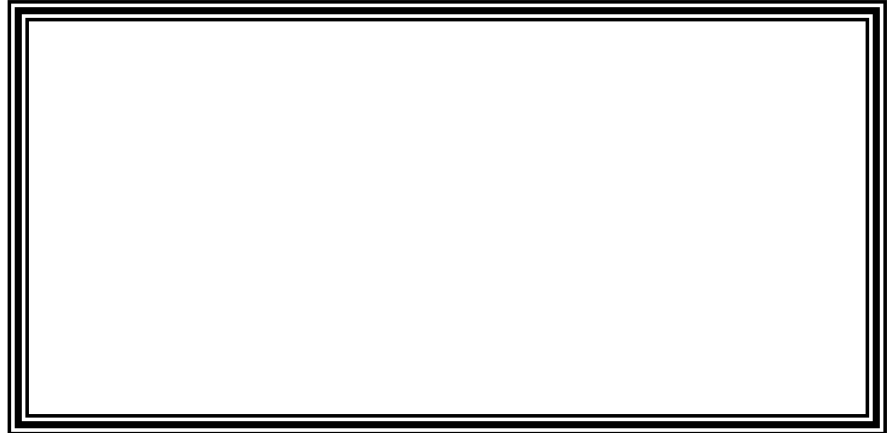


Name of student _____ Grade: _____

Understand that no service hours will be given for any function that is not a Sacred Heart Outreach approved event unless PRIOR authorization has been given by Mrs. Tatum. Must ALWAYS wear blue SHS volunteer shirt and outerwear unless otherwise indicated on SignUp Genius. For Questions please e-mail Mrs. Tatum – ktatum@sacredheartpalmdesert.com



Catholic Service Reporting Form



Hours given: _____

Date of service: _____

Time of service: _____

Name of the Event or Organization

Picture of Service performed – Actual photo not hand drawn

Description of service performed:

Through this service, how have you contributed to the community?

How did this experience help you grow in your faith?

What SLE does this service reflect?

(Parent Signature)

(Student Signature)

(Date)

(Date)

Facility

Facility Signature

Service Hours Information – Service Hours are 15% of Religion grade each trimester

All students are required to complete 9 service hours each trimester. No hours may be completed over summer for credit. The school will provide opportunities at school, at the Church, and within the community throughout the year. However, the school is not responsible to provide these hours for every student to complete all 9 hours. Opportunities should be sought by the student/parent outside of those offered by the school. **Students must complete all 9 hours in order to receive Honor Roll for each trimester.**

Requirements:

- 9 hours per trimester within the required trimester dates (cannot be carried over)
- **Hours must be turned in during the month that the hours are served!**
- Service must be completed in at least 3 separate events of service (maximum of 3 hours per event, unless otherwise stated)
- Community Outreach walks (i.e. Relay for Life, Race for the Cure, Alzheimer Walk) – maximum of 1 hour per walk (no more than one walk per trimester)
- List of activities **not eligible** for hours include, but are not limited to, babysitting, walking the neighbors dog, working at a family business, Fall Carnival booths, etc
- Limitations include, but not limited to:
 - Charity Walk/Run – 1 hour per trimester
 - Choir – 3 hours per trimester (must attend school Masses and events)
 - Altar Serving – 3 hours per trimester (must serve 3 **non-school** Masses during the trimester and be registered to Altar Serve ahead of time at the Church)
 - National Junior Honor Society – tbd by NJHS lead teacher
 - Cleaning closet for donations – 1 hour once **per school year**
 - Baking/cooking for community service members (fire, police, etc) - 1 hour once **per school year**
 - Student Council – 3 hours maximum per trimester and service must be provided after school hours (event set-up, clean-up, etc) – tbd by Student Council lead teacher
 - Babysitting/CPR/First Aid certification – once **per school year**
- All questions should be directed to Mrs. Tatum
- Service Hour Form – available at www.sacredheartpalmdesert.com/outreach-calendar
 - Must be completely filled out **including a picture of the student performing the service**
 - Must be signed by the facilitator at location where the hours were completed at the time the service is completed
- Dress Code at time of Service unless otherwise specified on the SignUp Genius (opportunities completed outside of SHS communicated events must follow the same dress code)
 - Blue SHS Volunteer shirt
 - School uniform bottoms, jeans, or Bermuda length shorts (no short shorts)
 - Tennis shoes
 - SHS outerwear ONLY (sweatshirts/jackets must be SHS)
 - Failure to comply with ALL above requirements will result in a loss of service hours
 - NO CELL PHONE USE
- Cancellations – Over 200 students are attempting to sign up for hours on SignUp Genius. Last minute cancellations and no-shows result in a loss of an opportunity for another student.
 - A minimum of 24 hour notice through a cancellation on SignUp Genius must be given - last minute cancellations will result in a loss of hours
 - No-shows will result in a loss of service hours

All hours outside of those offered through the school must be pre-approved by Mrs. Tatum by emailing ktatum@sacredheartpalmdesert.com.

ON-GOING SERVICE HOUR OPPORTUNITIES

The following is a list of ongoing service opportunities - **YOU MUST CALL AHEAD ON ALL TO CONFIRM.**

The Narrow Door

Contact: Stevie Helmbrecht
Email: stevie@thenarrowdoor.org
Phone: 760-775-6200

The Galilee Center

<http://galileecenter.org/>
Contact: Lupe
Phone: 760-808-7132

Birth Choice of the Desert

<http://www.desertbirthchoice.org/>
Contact: Jeanne Jewett
Email: jeannejewett5@gmail.com
Phone: 760-275-6543

Coachella Valley Rescue Mission

<http://www.cvmr.org>
Phone: (760) 347-3512

Catholic Charities

<http://www.ccsbriv.org>
Phone: (760) 202-1222

Find Food Bank

<http://www.findfoodbank.org>
Phone: (760) 328-3663

All hours outside of those offered through the school must be pre-approved by Mrs. Tatum by emailing ktatum@sacredheartpalmdesert.com.