



BISHOP LOUIS REICHER

A Catholic School Community

Middle School Service Hour Policy 2021-2022

Middle School students will perform each year at least ten (10) service hours to the church, school, community, or individuals in need.

Guidelines:

- Students must complete their service hours before or after school or on the weekends.
- All of the service hours must be supervised and certified by an adult.
- We strongly suggest that service hours involve direct contact and interaction with persons who are in need.
- Relatives **must not** be the recipient of any service hours.

Extra hours earned in one grade level will not carry over to another grade level. Service hours begin upon promotion from one grade level to the next. Service hours accumulated for the next school year will start on June 1, and students must complete the hours by the last day of school.

Students may obtain the Service Hour Report Form from their Religion teacher or on the school's website (www.bishopreicher.com/middle-school-service-policy-and-form). Students must complete the report form and describe in detail their service project. Students **must complete** the report form in **blue** or **black ink**. Verification information from a site supervisor must be on the form or a separate sheet attached. Students must submit the form to their Religion teacher for verification and approval. Students should submit the form as soon as possible after the completion of the service. Students are required to complete a separate form for each act of service. A family member cannot function as a student's service supervisor. The student's Religion teacher will collect and record the hours of service for each student.

Important: Students who fail to accumulate ten (10) hours will have their Religion grade for the year taken down to the highest percentage of the next lower letter grade. For example, if the year's average is 98 (A), the average would be taken down to 89 (B). (Grading scale: A= 90-100; B=80-89; C=75-79; D=70-74; F=69 and below)

When filling out the Service Hour Report Form, students must enter their hours in increments of 15 minutes. For example, 1 for one hour; 1.25 for 1 hour and 15 minutes; 1.5 for one hour and 30 minutes; 1.75 for one hour and 45 minutes. If the time is above or below the 15 minutes, always round down to the closest 15 minutes.

Suggestions for Service Hour Projects:

- Volunteer to work at the Mission Waco Homeless breakfasts with the St. Louis Church Social committee. *Check with the St. Louis Catholic Church office for times and dates.*
- Volunteer to help with St. Louis CCE program as an aid (must be willing to commit the entire CCE Calendar year). Check with Mrs. Zulma Diaz in the CCE Office at the school.
- Bishop Louis Reicher School - help during summer or after school.
- St. Louis Catholic Church Activities.
- School improvement projects
- Take care of the needs of an elderly neighbor (**not a relative**), such as yard work, cleaning their house, shopping, making them a meal.
- Volunteer to help with community services such as Special Olympics, Caritas, Family Abuse Center, fundraisers for research for cures.
- Altar Serve at Saturday and/or Sunday Masses at St. Louis Catholic Church or your home church. (School Masses do not count). **Note:** Service hours **will not** be given to lectors, petitioners, ushers, or gift bearers.
- Participate in the St. Louis Catholic Church Children's Choir (Not school choir) (Must attend practices to earn service hours).

Any other project ideas must have prior approval from the students' Religion teacher or school Religion Coordinator.

Note: Class fundraisers **do not count** as service hours.

Ethics and Integrity Requirements:

Middle school students who volunteer to work with children should always be accompanied by an adult. The school highly recommends that middle school students attend the Called to Protect for Youth presentation when available. The Protecting God's Children workshop or Teen Leadership Training workshop is required at the age of 16 when volunteers may be left alone with children.

We hope our Service Hour Program develops in our students the love and value of service to others.

Please sign and return to the lower school the attached form, so we know you understand that your child is required to complete ten (10) service hours each year while enrolled in middle school and that you understand the policies and guidelines set forth above.

Please direct any questions or concerns about Service Hour Program to your child's Religion teacher or the school's Religion Coordinator.

Thank you.



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Parent/Guardian Middle School Service Hour Requirement Acknowledgement

I have read and understand my child _____ will be required to perform ten (10) hours of service in 6th, 7th and 8th grades while enrolled at Bishop Louis Reicher Catholic School.

I also understand it is my child's responsibility to have the service report forms filled out in detail and turned in to their Religion teacher by the last day of school. If my child fails to complete the service hours and fails to return the report forms, I understand my child's Religion grade for the year will be lowered.

I understand I should direct questions and comments to my child's Religion teacher or the school's Religion Coordinator.

Parent/Guardian Signature: _____

Date: _____

Please return this form to the Front Office of the lower school. You may also mail this form to the lower school using the following address:

Mailing address:

Bishop Louis Reicher Catholic School
2208 North 23rd Street
Waco, Texas 76708