

## Christian Service Handbook

### **What is service at Christian Brothers High School?**

If you are getting paid money, getting school credits, or doing your work during the school day, then it cannot count towards your Community Service hours. If it is something you are doing in your “free time”, on weekends, after school, during lunchtime, during school breaks or vacations, and you are doing something for a non-for-profit organization, then it is Community Service. If you are not sure if an organization is a non-for-profit organization, you should ask them first.

### **Examples:**

- Volunteering at a hospital
- Peer tutoring on a regular basis under the direction of a teacher if it is done during lunch, before and/or after school or during vacation
- Team manager (as long as the student is not rewarded with a grade or athletic letter)
- Campus beautification/improvement under the supervision of a staff member, and provided that it is during lunch, before and/or after school
- Volunteering at the SPCA, Red Cross, Sac Food Bank, Loaves and Fishes, and Senior Citizen Facilities
- Babysitting for free for a non-profit organization
- Club activities that benefit the organization, not the individual
- Girl Scout and Boy Scout community service activities
- Participation in charity events such as Run to Feed the hungry, Race for the Cure, Relay 4 Life
- School and/or community fundraisers that benefit the organization, not the individual
- Volunteering at after school activities/events
- Volunteering at church activities involving the community

### **Examples that would NOT count for Community Service:**

- Fostering an animal
  - Why not: Difficulty of tracking hours and there is no in-person supervisor.
- Tutoring your friend:
  - Why not: no supervision (unless you are doing one of the tutoring clubs). Only benefits one person, not the organization or the community.
- Mowing a neighbor/family member’s lawn or helping people move
  - Why not: Would only count if the family member/neighbor were physically unable to provide this service for themselves.
- Babysitting for free or working for free at a family/friend’s business
  - Why not: The service is not associated with a community event/organization

## FAQS

1. ***Can students work for multiple organizations during the same year?***  
Yes.
2. ***When can a student participate in service?***  
Anytime during the year except during school hours.
3. ***Where can a student participate in service?***  
Service hours must be completed for a **non-profit** company or charity group, a school, city or state agency, or a licensed nursing home or daycare. If a student is not sure if an organization qualifies, please seek approval **before** completing the hours. Helping a neighbor with babysitting or mowing their lawn does not qualify for service learning.
4. ***Where do students submit their completed hours?***  
Completed and approved service hours should be entered through MobileServe app within 3 months of completing the service.
5. ***Can a student be paid for the hours completed?***  
No. Service hours must be 100% voluntary. No compensation of any kind is allowed.
6. ***Can students miss school to complete service hours?***  
No, unless the event is sponsored by CBHS.
7. ***Who does a student contact if he or she has questions about Service Learning?***  
Please contact Ms. Hanshew at [ehanshew@cbhs-sacramento.org](mailto:ehanshew@cbhs-sacramento.org)

## Christian Service Awards

Christian Brothers recognizes students who have demonstrated a commitment to service at their graduation with the Christian Service Awards. Graduating seniors who have completed and had the requisite service hours approved are eligible for the Christian Service Award at graduation. All hours must be submitted via MobileServe within 3 months of completion of service for consideration and approval. Additionally, all seniors must complete their service hours by the end of the 3rd quarter of their senior year. Any hours turned in after this date will not be included in the senior awards ceremony or the graduation program. Please see below for award level recognitions based on hours:

- 100 Hours: Christian Service Award
  - Recipients of the Christian Service Award will be listed in the graduation program and will receive a pin to wear with their gown at graduation ceremonies.
- 200-399 Hours: Brother Edward Service Award
  - Recipients of this award will be listed in the graduation program and will receive both a pin to wear with their gown at graduation ceremonies as well as a single intertwined red and blue cord.
- Over 400 Hours: Brother James Miller Award

- Recipients of this award will be listed in the graduation program and will receive both a pin to wear with their gown at graduation ceremonies as well as a double intertwined red and blue cord.

### **Need Student Volunteers or Know Someone Who Does?**

Should anyone have a non-profit or know of an organization that has a service opportunity for one or more of our students, please let us know! Email Ms. Erin Hanshew at [ehanshew@cbhs-sacramento.org](mailto:ehanshew@cbhs-sacramento.org)

Please include the following information:

- Organization Name
- Location Address
- Supervisor's Name & Title if known
- Contact Information (email and phone number)
- Date(s) and Time(s) students may work
- Work to be done by students