



# CENTRAL HIGH SCHOOL

SCHOOL DISTRICT OF PHILADELPHIA

1700 West Olney Avenue  
Philadelphia, PA 19141  
215-400-3590  
Fax: (215) 400-3591

**Kate Davis, President**  
**Theresa Harrington, Asst Principal**  
**Tracy Scott, Asst Principal**  
**Aviva Snyder, Asst Principal**  
**James Brooks, Asst Principal**

## Community Service Guidelines

Community service is required for all students at Central High School. Community service appears on each student’s schedule and transcript as a course called Seminar. Seminar is worth 0.5 credits each year and is graded on a pass/fail scale. Students are permitted to start their community service hours during the summer. All letters of service must be submitted to your class sponsor on an official letterhead.\* Students must write a 250-word reflection essay outlining their experience. Essays must include summary of service, how it benefited the community, and what was learned. All reflection essays and community service letters must be submitted on Google Classroom. If you have questions about this or need support throughout the submission process, please connect with your class sponsor.

The deadline for community service is **May 6, 2024**. Beginning this year, we are incentivizing an earlier completion date with a reduced hours requirement.

	Submitted by January 3, 2024	Submitted January 4, 2024 - May 6, 2024
9 <sup>th</sup> grade - 286 10 <sup>th</sup> grade - 285	15 hours required	20 hours required
11 <sup>th</sup> grade - 284 12 <sup>th</sup> grade - 283	25 hours required	30 hours required

### What qualifies as a community service activity?

- **Students cannot be paid.**
- Internships *do not* qualify as community service.
- MAY NOT be performed for family members or for profit-making organizations.
- Must be completed at a **non-profit** organization. Hair salons, doctors’ offices and most daycare centers are for profit businesses and are unacceptable.
- Service performed with a club outside of school hours is acceptable, prior approval from your faculty sponsor required
- Service for Central must be completed before/after school or during lunch periods.
- Service performed at faith-based organizations (churches, synagogues, mosques) is acceptable as long as the activities are not religious. For example, activities performed at an after school program housed in a church are acceptable but assisting in a worship service or Bible Study is not.
- Campaigning for a political party/candidate or working for an elected official is not accepted.. **Non-partisan** organizations, such as The Committee for Seventy, are acceptable.

### Popular sites/locations for service:

- Hospitals/Nursing Homes (verified volunteer programs – these are the only non-profit institution allowed to give service)
- Libraries
- Schools (tutoring programs, etc)
- Animal Shelters
- Museums
- Thrift Stores run by Nonprofits
- Chartered Community Organizations (certain rec leagues, community programs, athletic leagues are actual non-profit recognized organizations and can be used for service)
- Recycling Club
- Orientation Leaders
- Teacher Aides (must be approved by sponsor)
- <http://volunteer.phila.gov/>
- <http://www.volunteermatch.org/>
- <http://www.dosomething.org>

**ACADEMIC INTEGRITY:** No academic credit will be given for service and the matter will be handled in a manner consistent with School District of Philadelphia guidelines and [Central High School’s Academic Integrity Policy](#).



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## COMMUNITY SERVICE PERFORMED AT CENTRAL HS

I, \_\_\_\_\_ performed community service at Central High School. I understand this service must be performed **outside of school hours or during lunch**. This service must result in no other benefits (varsity status, extra credit, fulfillment of a grade/project requirement for a specific class, etc.) I understand all service time must be signed off by the teacher under which I served. I must serve at least 5 hours per club/teacher. I understand this document must be turned in to my sponsor before the deadline.\*

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

\_\_\_\_\_  
Parent/Guardian Signature

NAME of Club/Activity	Number of Hours	Teacher Signature	Description of Service

*\*Class sponsors reserve the right to verify all hours*