

Sophomore A.C.T.S. Service Hours 2023 "A Call to Serve"

"The only thing that matters is faith expressing itself through love." Gal 5:6

Dear Sophomores,

As you know, our A.C.T.S. program here at Providence is a particularly important part of our mission. This program is not meant to add an additional burden to your already busy life, but to encourage the spirit of Christian service which is already being nurtured by your family, friends, and faith. It is likely you are already performing acts of charity and kindness for others, and this project will help you to reflect on the importance of serving others as Christ did.

Starting in April of your first/freshman year, you may begin working toward your 10 hours of Community Service. **The deadline for completing your hours will be March 19, 2024, and all required materials (verification sheet and reflection paper) must be turned in. No more than 5 hours may be completed at Providence.**

Please refer to the Providence website to help you with your process! Take the following steps:

- Go to the website and find the "Faith Life" link and click "ACTS Hours."
- Find the section for "Sophomores" and there you will find:
 - This Information Sheet
 - Verification/Evaluation Form (To be filled out by the adult in charge of EACH service project you have completed)
 - Pre-approval Form – This will help you contact me if your service is not on the pre-approved list.
 - A.C.T.S. Reflection Paper Instructions

Following are the steps you should follow to have a successful year of service and a smooth completion of the A.C.T.S. requirements:

1. **Find an opportunity for service hours.** I will contact you occasionally with suggestions.
2. **Fill out the service hour approval form (if needed).** Some types of service, such as homeless shelters and parish fundraisers are "pre-approved." For those projects (see the list on p. 2), you do not need to complete an approval form.
3. **Complete the service project.**
4. **Have Adult On-Site Evaluation Form filled out BEFORE you leave the site of the service.**
5. **Complete all 10 service hours.**
6. **Write your two-page reflection paper and return your Verification/ Evaluation Form by the due date!** Staple your paper to the back of the Evaluation Form.

Consequences to be mindful of:

If: You do not complete your service hours or you do not complete the Reflection Paper.

Then: As stated in the Providence Catholic Handbook, **Failure to complete either requirement by the ACTS hour deadline will result in a detention and not advancing to the next grade until the requirement is completed.**

Below find lists of acceptable and non-acceptable service events:

"Pre-Approved"/Acceptable:

- ❖ Service at **Providence Catholic – ONLY 5 hours** of service may come from the service events at/for PCHS. For example: Library, Fashion Show, Dean's Office, Pre-school, Open House, Band events, and athletic camps. You can only use any of these events for up to 5 hours. Your other 5 hours need to be "outside" hours. (No teacher's aides will be accepted)
- ❖ Hospitals
- ❖ Animal shelters
- ❖ Homes for the elderly – Nursing Homes
- ❖ Assisted Living Facilities, e.g.: Trinity Services—Cornerstone—Victorian Village
- ❖ Facilities/Shelters for the homeless
- ❖ Re-sale shops that benefit a social cause—Nearly New Resale, Morningstar Mission, etc.
- ❖ Churches (parish fundraisers/office help/parish clean-up or landscaping)
- ❖ Religious Education (teacher or teacher's aide)
- ❖ Vacation Bible School
- ❖ Schools—helping with Market Day, Setting up classrooms, etc.
- ❖ Coaching or working the scoring table etc., at a grade school
- ❖ Assisting in Special Olympic or similar charity events (walking a 5K is not enough, but if you *work* at the event, that is acceptable)
- ❖ Public Libraries
- ❖ Habitat Trip/Service Trips

Any other service for an individual will require approval from me. If there is a reason you are limited to certain types of service, please see me to discuss your options.

Unacceptable sites/service events:

- Helping/working for a relative (parent, grandparent, aunts/uncles, cousins, etc.).
- Pet-sitting
- Working for free for any company/business that is "for-profit."
- Working for free for your parents' or any relative's business or company
- Coaching an *individual* in his/her sport
- Volunteering for a political party or candidate
- Hours that you were assigned for court-assigned community service.
- Being a teacher's aide during a study hall at Providence
- Hours you are already using for NHS, A.Y.M., OR S.A.V.I.

To avoid confusion, fill out the pre-approval form to confirm a service site is acceptable.

Our mission is to give students an opportunity to provide service to those in need, and by doing so we hope that all our students will become outstanding contributors to the society in which we live. It is out of love in which we cultivate our desire to serve, and you have many gifts and talents to offer so many people.

If you need any help or have any questions, please see me, or email me at any time! (Room 115 or apotempa@providencecatholic.org)