

Townsend Junior High School Makes a Difference Service Learning Recognition

"Everyone can complete five hours!"

At Townsend Junior High School, we believe that ALL students can have an impact on their school, in their community, and ultimately their world. In recognition of time and effort in service, students may earn various awards throughout the school year. The qualifications for each award are as follows:

Service Award of Merit

Certificate Awarded for a minimum of five hours of documented service to **school, community or world** one time annually in the grading period it was earned.

Service Award of Distinction

Certificate awarded for a minimum of fifteen hours of documented service to **school, community or world** one time annually in the grading period it was earned.

Service Award of Honor

Certificate awarded for a minimum of thirty hours of documented service to **school, community or world** one time annually in the grading period it was earned. Medal awarded at the end of the school year.

Special Recognition for Most Service Completed

Medal awarded for most annual accumulation of documented service to **community and world** at the end of the school year.

To receive recognition for service hours, a student must do the following:

- Record the event on his / her Service Learning Record (extra copies available on school website and in the office)
- Include the date completed, a description of the service; indicate service to school, community or world; include time spent in hourly increments (partial hours should not be included)
- Calculate total hours completed in service to school, community and world
- Provide signature and contact information for adult supervising the service completed
- Provide Parent and student signatures before submitting the service for credit
- Turn the Service Learning Record in to the office by the designated date announced for each grading period

Service Learning Record Example:

| Date of Service | Description of Service | Check off Type of Service | | | Time Spent Completing Service | Adult Verification Signature & Contact Information |
|-----------------|---|---------------------------|----------------------|------------------|-------------------------------|--|
| | | Service to School | Service to Community | Service to World | | |
| 7/11/24 | Helped Custodians Set up chairs before school | X | | | 1 Hour | Mrs. Supervisor Supervisor@gmail.com |

