


North East School Division - Administrative Procedure

 AP 613 Student Volunteerism 30	References: The Education Act, 1995 Sections 4(1), (1.1)(c), 4.02 and 149(1) The Saskatchewan Employment Act, 2013 Occupational Health and Safety Regulations, 1996 under the Occupational Health and Safety Act, 1993 , Section 14 (1) SK. Ministry of Education Volunteerism Policy, 2023	Tracking: Formation - October 2023
	Related: APF 613.1 Volunteerism 30 Student Plan APF 613.2 Volunteerism 30 Student Ineligible Activities APF 613.3 Volunteerism 30 Student Log	Status: Approved - December 2023

STUDENT VOLUNTEERISM 30

Volunteerism enhances the well-being of self and others while providing meaningful service to the individual, organization, and community. Volunteerism can assist students in building pathways to the workforce; it is another form of applied learning and work exposure that supports career decision making while providing a context for learning.

Subject to the *Education Act 1995*, *Saskatchewan Employment Act 2013*, *Occupational Health and Safety Regulations 1996*, and *Occupational Health and Safety Act 1993*, the NESD authorizes a student volunteerism secondary level credit for community service activities that may take place in a variety of settings, including businesses, not-for-profit organizations, public sector institutions (including hospitals and long-term care facilities) and informal settings.

DEFINITIONS:

Community Service Activities - refers to organized activities led by businesses, not-for-profit organizations, public sector institutions (including schools, hospitals, long-term care facilities and childcare facilities), and informal settings that contribute to the health of the community and broader society.

Volunteer - refers to someone who gives their time in support of helping others with no expectation of gain or material benefit in return. Volunteerism refers to the act of volunteering through community service activities.

PROCEDURES:

1. To ensure that students qualify for a volunteerism credit the following conditions shall be met:
 - 1.1 The student must be enrolled as a grade 10-12 student in a 24 credit program (Regular, Modified, or Alt Ed.) in an NESD school. This policy is not applicable to the Adult 12 program requirements.
 - 1.2 The student must submit a personalized learning plan to the school administration, using the [Volunteerism Student Plan](#) (Form 613-1) that is signed by student and parent/guardian. [Ineligible Volunteerism Activities](#) (Form 613-2) cannot be part of the student's learning plan.
 - 1.3 A minimum of 100 volunteer hours must be undertaken and completed outside of the regular school program hours for one or more community service activities using [Volunteerism Student Log](#) (Form 613-3)

2. The Principal shall:
 - 1.1 Establish procedures to communicate to parents/guardians and students the availability, the administrative procedure or policy requirements for credit attainment for volunteerism.
 - 1.2 Approve the student volunteerism plan.
 - 1.3 Ensure a Standing Granted (SG) final mark is recorded for students who successfully complete a Volunteerism 30 credit using [Form 8.1 Secondary Level Non-Academic Course – New Mark Addition](#) and accompanying it with a copy of the student’s completed Volunteerism 30 Plan and Student Log templates.
 - 1.4 Establish procedures to retain a copy of the volunteerism plan and log and supporting documentation on file for a minimum of five years.