



Parent Participation Policy

Rational

One of the things that makes Sacred Heart so special is the parent commitment to the school. Each family is required to contribute 40 service hours toward the functioning of the school from June 1st to May 31st each year. We want you to know that your contribution of time and talent is greatly appreciated. Not only do you help facilitate many important school initiatives, but you are an integral part of our faith and learning community.

Parent Participation Procedures

1. Parents may choose to complete 40 hours of volunteer work or pay a non-participation fee of \$750 per year. Hours may be completed in a variety of ways and credit will be given to parents for volunteering in any school event. Parents who will be working in the school may accumulate hours by:
 - Committing to scheduled participation such as supervision, library and work bees. This commitment must be honoured for the entire school year – parents may not switch to unscheduled participation once they are on a particular schedule.
 - Committing to unscheduled participation in school events and projects such as field trips, Hot Lunch preparation, Fun Fair, Plays, special events, etc. It is the responsibility of these parents to be aware of opportunities to earn hours by checking the newsletter and website for upcoming events.
2. Each family submits a \$750 cheque dated May 31, 2021 with their child's school registration. **If a family chooses not to complete the minimum 40 hours, the \$750 deposit cheque will be cashed.**
3. Please enter your volunteer hours as you work them or at least monthly. These hours must be entered on the onvolunteers.com website. You can login to the site through the [On-Volunteer Portal](#) found on the parent menu.
4. Parent participation hours worked for 2020 must be entered by the end of January 2021. All remaining hours for the 2020/2021 school year must be entered by May 31st, 2021.
5. Reports will be downloaded at the end of May and cheques will be cashed in early June for those families who have not completed the required 50 parent participation hours.

*In order for babysitting hours to qualify as parent participation hours, you must be providing this service for another school family to enable them to complete their volunteer hours.

If there are extenuating and unusual circumstances that will impact your ability to meet your parent participation hour commitment for the year, please contact the parent participation coordinator as soon as possible.

Plan Your Parent Participation

If you have any questions regarding the various service areas, please refer to [Volunteer Service Areas](#) page and the [Volunteer Coordinators](#) page for further information and contact personnel. Completing these steps will help to accomplish the following:

- It will help to ensure each family has a plan for completing their hours and there's no panic towards the end of the year to complete them,
- It helps the school compile a list of names of those interested in particular areas.



PLEASE NOTE

- Involvement in Dinner Dance, Walkathon, Maintenance and Supervision are our biggest priorities and require the most help. Please volunteer a minimum of 4 hours on fundraising and four hours on either Maintenance or Supervision.
- Attempts will be made to accommodate your requests / preferences, but may not be possible depending on demand.
- Please check the school website and the Wednesday letter regularly for volunteer opportunities.

Together we will do great things. Thank you for your support