



HANDSWORTH SECONDARY SCHOOL

SERVICE HOURS TRACKING FORM 2026/2027

FIRST NAME:

LAST NAME:

GRADE:

Service Date	Club, Activity, Nature of Service	Total Hours	Sponsor's Signature	Category of Service
Grand Total Hours:				

Important Information for Students:

- Service must be provided to the school or in conjunction with a school staff sponsor. Service may **not be associated with course credit**.
- Being a **member** of a club is not considered service. The club **must provide a service** for the students at the school.
- Each line below should be a total of all the hours from a particular type of service within one club or activity. Do not include a new line for each event. For example, if you are a member of Student Council and you do five events, include the **total of all the hours** you provided service in that club/group.
- It is your responsibility to keep a record of your service credit hours, get your sponsor's signature, and hand it in on time.

There are two categories of Service Recognition Awards

General Service Awards	Exceptional Service Awards
• These awards are given to students who complete the following hours of service: ○ Grade 8/9 – 15 hours ○ Grade 10 – 30 hours ○ Grade 11/12 – 50 hours • All Service Tracking Hours must be handed into the Main Office by Thursday May 13, 2027.	• These awards are selected by a staff committee. • All candidates must meet the minimum number of service hours indicated for their grade level. • To be eligible for these awards, you must submit your Service Hours Tracking Form and a written reflection of a minimum of one page. • This reflection must be completed and handed into the office by Thursday May 13, 2027. • In your reflection, you must explain and provide details about which category you think best represents your service journey: • Resilience Award: you are someone who continues to provide service despite some hardship. • Advocate Award: you are someone who helps raise awareness and gives voice to others. • Collective Impact Award: you are someone who works with a team and makes meaningful change as a group. You often take leadership in this group. • Peer Support Award: you are a student who provides regular support to other students. • Behind the Scenes Award: you are a student whose service is not always visible to the community, but it has a great impact • If you have questions about writing your reflection, see Mrs. Lloyd in the Handsworth Writing Lab at lunch in room 2002.

Ideas:

- Add a column where students identify what category they believe their service falls under
 - Resilience – students that continued to work to provide service despite some hardship
 - Advocate – student who helps raise awareness or gives voice to others
 - Collective Impact – students who work as a team to make meaningful change as a group
 - Peer support – students who provide regular help to others
 - Behind the scenes – student whose service is not always visible but has a great impact
 - Optional – student identifies
- Students will check off the area that they believe their service fits under
- It is possible they may have multiple categories by April 2027
- In April of 2027, students will provide a reflection about what category they feel the service best fits under
 - Reflections will be read by staff
 - Good practice for cover letters, university applications
 - Students with highest hours and impressive reflections will be identified for an award