

FAMILY SERVICE HOURS

From your PTF, serving your family, our school, our church and our Lord here at Grace Christian.

1. Each family is required to give 30 hours per school year in their chosen areas of service. These services may be done in any designated areas in the school and/or church and Sunday school. If you are unable to volunteer for these hours, an annual fee of \$300.00 or less will be assessed depending on the number of hours volunteered (\$10.00 per hour).
2. It is the responsibility of each family to register their earned hours. Each family will receive a record sheet (included) in their Special Delivery Envelope now and another will arrive after the first of the year. Records will be maintained according to family name, phone number, student's last name and grade. Please use these record sheets to help with your documented record-keeping. There are extra Family Service Hours Record sheets available in the school office if you need additional recording space or misplace yours. There is also a box just for family service in the office for turning in record sheets, correspondence and any questions. Please use 8 1/2 x 11" papers for all letters and/or notes addressed to Family Service Hours. Post-it Notes and ripped-off scratch papers will NOT be accepted.
3. It is recommended that each family keep a running total of the family service hours as they are served. These hours will be asked for and tabulated 2 times each year. (once in January and again in early May, of each school year).
4. If more than one family member serves at an event, each person can receive credit for the time they serve.
5. An invoice for unserved hours will be provided at the end of each year approximately 4 weeks before the end of the school year. Any unserved (less than 30) hours will be billed at \$10.00 per hour and will need to be paid before the school year ends.
6. Girl Scouts, Boy Scouts, Brownies and like organizations will not be counted as Family Service Hours.

PLEASE REMEMBER...If you are part of the church, or are in charge of an event, and you think it is understood that your hours will be counted, they will not be unless you likewise turn in your Family Service Hours log sheet. We have a lot of families here at Grace and we appreciate your cooperation in turning in your forms.

If you are unsure of ways to fulfill your hours, check first with your child's teacher(s). Then, the PTF (Parent/Teacher Fellowship) has many great events for which you may volunteer. The front office, library, and Sunday School are also areas in need.

Work hard and cheerfully at whatever you do, as though you were working for the Lord rather than for people. Colossians 3:23

In His Service, your PTF

GUIDELINES FOR FAMILY SERVICE HOURS

AUCTION - Working on or at, helping plan and organize, YES. Donations, NO.

BAKING - YES, for class parties (not own child's B-day treats), for Christmas cookie platters, requests.

BELLS - Adults, YES. Children, NO.

BOY/GIRL SCOUTS - NO.

CARRY OVER HOURS TO NEXT YEAR - NO.

CHOIR - Adult, YES.

CLASS PARTIES - Planning, contributing and working, YES. Just attending, NO.

CLEANING CHURCH - YES.

CONFIRMED STUDENTS - YES, these students are now confirmed members of the church and may contribute to their family's hours if they have siblings still in the day school.

DONATING HOURS - On approval only.

FIELD TRIPS - YES.

GRADING PAPERS - YES.

LUNCH DUTY - YES.

NURSERY - YES, Volunteering in church nursery.

PTF MEETINGS - YES, 1 hour per family for attending the meeting.

PURCHASING ITEMS - Items needed by teachers, class parties or projects, YES. \$10.00 = 1 hour. Goods or items for own child's b-day in class, NO.

RIVER TRIP - YES, but only for 30 hours, no extra to donate.

SAFETY PATROL - NO, part of students' schooling or training.

SINGING IN CHURCH - Adult, YES. Children - NO, this is part of the student's schooling.

SIXTH GRADE CAMP - Adults, YES, but only for 30 hours, no extra to donate.

STAR OF INDIA - Adults, YES, but only for 30 hours, no extra to donate.

SUNDAY SCHOOL TEACHERS - Adults, YES.

UNCONFIRMED STUDENTS - NO, whatever they may be participating in is part of their training.

USHERS - Adults, YES. Children, NO, it is part of their training.

WASHINGTON D.C. TRIP - Adults, YES, but only for 30 hours, no extra to donate.

