



# WESTMINSTER ACADEMY

DEVOTED TO CHRIST • DEDICATED TO EXCELLENCE

It is the intent of Westminster Academy through its Christian Service Outreach Program to reach outside the school community into our home communities throughout South Florida. Under the Great Commission (Matthew 28:19-20) Jesus commanded that we go into all the nations teaching His Word. As servants volunteering our most valuable resource, time, we can spread the Gospel in word and in deed.

## **Christian Service Outreach Guidelines Westminster Academy**

To this end Westminster Academy has developed certain guidelines to ensure that the impact of our Christian Service Outreach Program is maximized. The following guidelines though comprehensive, may not answer every question that students and parents might have. Therefore, the school has appointed a Christian Service Outreach Director, who is available to answer questions, and tabulate and verify community service reports submitted by students. Please contact Mrs. Camejo, through the Upper School Office should you have any questions.

1. All hours are to be performed through a non-profit community service organization or church organization (or affiliate). *Private individuals or businesses are not acceptable.*
2. Fostering children or animals is not accepted as community service hours.
3. All hours are to be performed under adult supervision at the organization.
4. Hours worked for paid compensation may *not* be counted for community service.
5. Hours worked may *not* be supervised by parents or other family members.
6. Hours may not be performed during school hours without specific authorization from the Christian Service Outreach Director.
7. The annual requirement of 25 hours must be completed between June 1 and May 31.
8. As many Westminster Academy students are involved in their church youth organizations and church outreach programs, the service hours that are performed through a student's home church will be handled in the following manner:
  - All hours performed under the church supervision will be credited toward senior honor cords and scholarship opportunities.
  - We expect our students to be involved in their local church. We all desire that they reach out into the community by way of the Christian Service Outreach Program.

*Westminster Academy is a Christ-centered, biblically-based college preparatory school dedicated to equipping covenant students to excel by using their gifts and talents for God's glory.*

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Accredited by the Middle States Association of Colleges and Schools, Christian Schools of Florida,  
and the National Council for Private School Accreditation (NCPSA)  
*Lower School recognized as a 2014 National Blue Ribbon School*

**Christian Service Outreach Program Report Form**  
**(Entire form should be completed in ink)**  
**Westminster Academy**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Hours: \_\_\_\_\_

**PART ONE: To be completed by the supervising agency/organization**

Please Print: Non-profit Agency receiving service: \_\_\_\_\_

Non-profit Agency address: \_\_\_\_\_

Non-profit Agency telephone number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Date(s) work was performed: \_\_\_\_\_

Services performed (We strongly request a written comment as to the quality of worked performed).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of contact person: \_\_\_\_\_ Date: \_\_\_\_\_

**PART TWO: Parental Consent:**

RELEASE FROM LIABILITY: The undersigned, hereby grants \_\_\_\_\_ permission to participate in the Westminster Academy Christian Service Outreach Program. By signature below, I release and hold harmless the above-named school and individual sponsors, including teacher and administrators (including Headmaster, Principals, and Board of Directors) from all liability for mishap or injury to the student named herein from the time of departure in route to their place of service to the time of return. Further, I have read and understand the Program Guidelines.

Parent/Guardian Signature: \_\_\_\_\_

**PART THREE: Student Affirmation:**

By signature below, I affirm that I have completed the service hours as noted heron, Further, I acknowledge that I have read, understand and have complied with the Program Guidelines.

Student Signature: \_\_\_\_\_

**Please be sure the entire form is completed, before submitting to the  
Upper School Office. An incomplete form will be returned.**

**Thank you.**