

Service Team

A. Objectives

1. To promote a caring society with a spirit of participation and dedication.
2. To promote self-fulfillment.
3. To promote sense of belonging.

B. Target

All F.1 to F.6 students.

C. School Requirement

F.1 to F.3 – complete at least 8 service hours in each academic year.

F.4 – complete at least 12 service hours (including 4 hours of community service out of the 12 service hours) in each academic year.

There is no requirement for F.5 & F.6 students.

D. Record

Each student is going to get an Individual Volunteer Service Record Book when he / she enters our school. In each academic year, school will collect the Record Books twice (in January and May).

E. Recognition System

- According to the record collected in May, student who fulfills certain service hours in each academic year will complete school requirement (part C). The result will print in school report card.
- According to the record collected in January, student who fulfills certain service hours in a year will get certificate from Volunteer Movement. Details are as follow :
 - (a) Complete 200 service hours or above gets Gold Award Certificate.
 - (b) Complete 100 service hours or above gets Silver Award Certificate.
 - (c) Complete 50 service hours or above gets Bronze Award Certificate.

F. Content

Students can take part in voluntary service that organised by school or different bodies according to your interest or need.

服務團隊

1. 目標 - 透過校內義工服務及校外社會服務機會，
 - i. 推動學生發揚守望相助、和衷共濟的精神。
 - ii. 肯定個人的自我價值。
 - iii. 加強學生對社會的歸屬感。
2. 成員 - 中一至中六學生。
3. 課程要求 - 透過校內義工服務及校外社會服務：
 - i 中一至中三級 - 必須於一學年內完成不少於八小時之義工服務。
 - ii 中四級 - 必須於一學年內完成不少於十二小時之義工服務(其中包括四小時社區服務)。
 - iii 中五、中六級 - 可自由參與。
4. 課程內容 - 每位同學可自行參與校外社區組織主辦之義工服務，又或透過學校提供之機會參與校內或校外主辦之義工服務。
5. 紀錄 - 學生入學後會獲由本校印制之義工服務紀錄冊一本，用來紀錄學生校內、校外之義工活動。學校將於每學年一月及五月確認義工服務紀錄。
6. 確認義工時數
 - 五月 - 紀錄及確認同學一學年內服務紀錄。結果將顯示在成績表內。
 - 一月 - 紀錄及確認同學上一整年內服務紀錄。達標的同學，可申請由社會福利署義務工作統籌課頒發的嘉許獎狀。詳情如下：

義工獎勵 -
為嘉許各義工的貢獻，社會福利署義務工作統籌課建立了一套以服務時數為標準的嘉許制度。

 - (i) 每年累積的服務時數達 200 小時，可獲發金嘉許獎狀。
 - (ii) 每年累積的服務時數達 100 小時，可獲發銀嘉許獎狀。
 - (iii) 每年累積的服務時數達 50 小時，可獲發銅嘉許獎狀。

G. Criteria for calculating the service hours

In January – Service hours are calculated on yearly basis, including any form of volunteer service performance between 1st of January and 31st of December with endorsement of the registered group / organization / teacher.

In May – Service hours are calculated on academic yearly basis, including any form of volunteer service performance between 1st of May and 30th of April with endorsement of the registered group / organization / teacher. (F.2 to F.6)

Service hours are calculated on academic yearly basis, including any form of volunteer service performance between 1st of Sept and 30th of April with endorsement of the registered group / organization / teacher. (F.1)

Recordable service hours refer to time spent on liaison, planning, organizing, administering and reviewing, excluding time for attending training course on voluntary service.

7. 服務時數計算準則

一月 – 計算每年 1 月 1 日起至該年 12 月 31 日內所提供之任何形式的義工服務，經註冊團體 / 機構 / 老師確認，皆可接受。

五月 – 計算每上學年 5 月 1 日起至下學年 4 月 30 日內所提供之任何形式的義工服務，經註冊團體 / 機構 / 老師確認，皆可接受。(中二至中六)

計算每學年 9 月 1 日起至 4 月 30 日內所提供之任何形式的義工服務，經註冊團體 / 機構 / 老師確認，皆可接受。(中一)


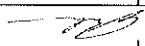

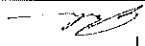

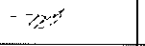
可被紀錄時數的服務包括聯絡、策劃、籌備、執行，以及檢討等有關工作，唯義工接受之訓練課程時間並不計算在內。

H. Example / 例子

1. 同學曾參加 B&GA 舉辦的跨年活動，由聯絡、策劃、籌備、執行共 32 小時，申報方法見例 1。

2. 同一活動由三月至六月舉行，進行 8 小時義工服務，申報方法見例 2。

Service record

	Name of service Unit	Name of service	Year	Service hour		Community service (Y/N)	Name of person in charge	Signature of person in charge	Signature of parent	Checked by
				Jan - Apr	May - Dec					
例 1	B&GA	跨年活動	2018		28	y	陳小明			
	B&GA	跨年活動	2019	4		y	陳小明			
例 2	YWCA	長者探訪	2020	2		Y	陳大明			
	YWCA	長者探訪	2020		6	Y	陳大明	