

Hours for Ours Information Sheet

Saint Joseph School wants to give you the most information possible to help you successfully complete your required Hours for Ours.

Each SJS family with a student in Little Crusaders to grade eight is expected to volunteer 30 hours per school year. Families of part-time students (Little Crusaders and PreK Jr. only) are expected to volunteer 15 hours. ***If you have students who attend full- AND part-time, you are required to give 30 hours of service per academic year.***

Families with students enrolled in our infant/toddler program are not required to give hours of service to the school, but are encouraged to participate.

Hours for Ours may be completed by immediate family members (parents, grandparents, aunts, uncles). They are not transferable between SJS families and do not carry over from year to year. **Hours must directly benefit the school.**

Following are a few examples of tasks that can be done to complete your hours:

- Volunteering in the classroom or on a committee: 1 hour for every hour given
- Completing office tasks, assisting at recess, helping at lunchtime: 1 hour for every hour given
- Chaperoning a field trip: 1 hour for every hour given
- Attending a School-Family Association (SFA) meeting: 1 hour for every hour given ●
- Organizing the uniform closet: 1 hour for every hour given
- Transporting recycling to the recycling center: 1 hour for every hour given
- Coaching a team for a whole season: all 30 hours needed for the school year
- Baking for events: 1 dozen cookies/cupcakes = ½ hour; 1 cake = ½ hour
- Food and drink donations: every \$15 spent = 1 hour
- Miscellaneous donations: every \$15 spent = 1 hour

Some donations of supplies qualify to satisfy service hours. School administration has final approval.

It is essential that you log your hours, as you complete them, using our FACTS program. Use directions below to access the service log on Parents Web:

- Go to www.renweb.com.
- Select Family Log In from the menu bar and FACTS Family Portal from the drop-down menu.
- Enter **SJS-WV** into the District Code field.
- Enter your username and password.
- Click on the family tab on the left side, then family home.
- Click on service hours in the middle box to add (+).

- Scroll down and select the task completed, put in the amount of hours and click “submit.”

You also may go to the SJS Crusaders app and select “volunteer” to log your hours.

A \$25 fee is paid to Saint Joseph School for each hour of service not completed, totaling \$750 in a year in which no hours were served.

If your family is having trouble completing your hours or if you have any questions about the Hours for Ours program, please contact the SFA at sfa@sjswv.org.

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