

November/December 2008

Dear Supervisor,

Westlake Christian Academy is committed to developing students who are disciples of Jesus Christ. In our minds this includes a contribution to society. To develop this serving mind set Westlake has incorporated Community Service as one of its graduation requirements. We would be grateful if you would consider our student as a volunteer for your organization.

The following is our Community Service description. It provides a good overview of our Community Service expectations. Also on the back are examples of the types of service which qualify as community volunteering.

*“Community Service activities are consistent with the development of a strong Christian testimony and reflect on the reputation and character of both the individual and school. Community Service is an important aspect of our secondary curriculum. The Westlake Christian Academy vision, “Every Student a Disciple of Jesus Christ” is developed as students serve others. As a body of believers in Jesus Christ we recognize the servant nature which must be grown in each of us in order to function properly in the Christian community and in our society.*

*Community Service is a conscious and intentional component of the discipleship ministry of Westlake Christian Academy. It is an active effort to help students implement the spiritual and intellectual knowledge they are learning in the classroom. A key aspect of the Christian life is that we are called to serve others as Jesus Christ stated and did (Matthew 20:28, Mark 10:45). But serving others is usually a learned character trait. It seldom develops by chance. That is why Westlake requires secondary students to engage in community service. The goal is far more than just putting in the hours. First and foremost, we desire that students develop a natural bent for helping others. We want our students to learn to see a need and act to meet that need. Thus WCA incorporates this standard of Community Service into its curriculum.*

*To qualify as community service a student must be ministering with a formalized organization other than Westlake Christian Academy and the student would not receive a wage or remuneration for their service. The organization could be a church, the local park district, a food pantry, a homeless shelter, a nursing home, a school, etc. The Community Service guide can help with this and the possibilities are nearly endless. Students are strongly encouraged to lock into a service ministry which provides regular service opportunity and enough hours to meet the standard. An official, supervisor or other leader of the service/ministry organization must sign off on a description of the service activity, the date and the hours of service. Community Service forms must be turned into the office quarterly and will be reflected on report cards and transcripts. Community Service does not receive grades or credits nor is it included in the GPA calculation.*

*High school students must participate in 25 hours of community service per school year, for every year in attendance at WCA, as a requirement for graduation. Junior High students must participate in 10 hours community service per school year. This requirement will be prorated for those students who enroll after the start of the school year. Community service is to be conducted outside of the school day.”*

If you have any questions please do not hesitate to call me.

Regards,

Jeffrey D. Wilcox  
Principal

Here are some examples of community service:

- Nursing homes: working with residents by reading to them or playing games with them, help with therapy, taking resident for walks, serving meals, cleaning, doing laundry
- Veterinary clinics: feeding animals, bathing animals, cleaning, medical or surgical help, administering medications to animals, therapy for animals
- Food pantries: data entry, filing, any type of office work, phone calls, stocking shelves, cleaning, food distribution, food collection
- Parks: structural repairs, mowing, litter pickup, handyman tasks, tree identification, information/visitors desk, office work, building projects, publicity, event setup
- Schools: tutoring, custodial help, maintenance and repairs, library help, office help, after care supervision, reading program, coaching
- Churches: youth worker, Sunday school teacher, nursery worker, musician, technology assistant, custodial work, event setup
- Hospitals: nurse's aide, office help, gift shop, custodial, read to patients, play games with patients, take patients for walks, work with those in long term care, physical therapy help