VOLUNTEER ATTENDANCE LOG

When serving at school, it is preferred that you use the STAR System to log in and out. Please use this sheet to record your volunteer service hours done at home or away from school **ONLY**. When using this log, all service hours must be recorded as individual days. Summary entries by week, month or activity will NOT count for a Lapel Pin Award.
**The maximum volunteer service time for one day is 8 hours.*

NAME _____
Legal Last Name Legal First Name

PHONE _____ **E-MAIL** _____

ADDRESS _____
Street Apt. # City Zip

	VOLUNTEER ASSIGNMENT				
DATE	**TEACHER**	**PROGRAM/ACTIVITY**	**START TIME**	**END TIME**	**TOTAL SERVICE TIME NOT LOGGED IN STAR SYSTEM**
		Total Time			

Monthly Total	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	Total for Year