



Australian International Academy

Service as Action

Name: _____

Years 6-10

Service as Action in the Middle Years Programme (MYP)



What is Service as Action?

Service as Action (SA) is a required component of IBMYP and its aim is to develop internationally minded individuals who can recognise their shared common humanity and responsibility to take care of the planet. It is also to connect what is learned in school to the real world. The ultimate aim as a school and community is to create life-long memories and experiences that lay the foundation for future learning.

Why is Service as Action Important?

- Provides students with opportunities for helping the school, local, and international communities.
- Helps students apply academic, personal, and social skills to improve community.
- Develops an awareness to make a positive difference in the lives of others.
- Encourages responsible citizenship by increasing students understanding of the world.
- Allows the student to discover new skills, talents, and interests.
- Helps students develop as leaders who take initiative.

Service as Action Learning Outcomes

Through the engagement with Service as Action, MYP students should grow in all seven learning outcomes.

Awareness: Become more aware of your strengths and areas for growth

Students are able to see themselves as individuals with various skills and abilities, some more developed than others, and understand that they can make choices about how they wish to move forward.

New skills: Undertake challenges that develop new skills

A new challenge may be an unfamiliar activity, or an extension to an existing one.

Initiative: Discuss, plan and evaluate student-initiated activities

Planning and initiation will often be in collaboration with others. It can be shown in activities that are part of larger projects, for example, ongoing school activities in the local community, as well as in small student-led activities.

Commitment: Persevere in action

At a minimum, this implies attending regularly and accepting a share of the responsibility for dealing with problems and challenges that arise in the course of activities.

Collaboration: Work collaboratively with others

Collaboration can be shown in many different activities, such as team sports, playing music in a band, or helping in a kindergarten. An activity with this learning outcome will require you to work with others to help others or the environment. You will need to reflect on the role(s) you took and reflect upon your personal strengths and challenges in working collaboratively with others.

Global value: Develop international mindedness through global engagement, multilingualism, and intercultural understanding

Students may be involved in issues that interact and impact international communities. There are also many global issues that can be acted upon locally and/or nationally (for example, environmental concerns, caring for the elderly).

Ethics: Consider the ethical implications of your actions

Ethical decisions arise in almost any activity (for example, on the sports field, in musical composition, in relationships with others involved in service activities). You may need to think about the possible impact or consequences of the action(s) you take. Evidence of thinking about ethical issues can be shown in various ways, including journal entries and conversations with advisers.

Requirements for 2020 Service as Action at Australian International Academy (AIA)

There are no set hours for the SA requirement. The aim is to reach actions in a qualitative fashion rather than through a prescribed amount of time. For the upcoming year at AIA, the students in grades 6 to 10 must complete the following each semester (a minimum):

**What is a long-term Service Activity?**

A long-term Service Activity is one where you participate 1 or 2 times per week over a period of 3 months-or more.

What is a short-term Service Activity?

A short-term Service Activity is one where you participate in a single event over one day or a couple of hours.

Why Reflections?

MYP SA learning is a requirement from IBMYP so that AIA can “develop inquiring, knowledgeable and caring young people”. In order to document the students’ SA activity it is essential that all students add their ‘SA Activity’ proposal and complete their ‘Reflection & Evidence’ on ManageBac. When a SA Activity is submitted, assigned Personal Development/Form teachers are emailed for approval. All communication between teacher and student will be through ManageBac.

Steps to complete the Service as Action successfully on ManageBac

ManageBac is the leading student information system and learning platform for managing IB world schools. ManageBac enables efficient curriculum planning, assessment and reporting, while eliminating paperwork and enhancing communication to parents and students.

The following are screen shots from a student's account.

The screenshot shows the 'SA Worksheet' page in ManageBac. The top navigation bar includes 'Menu', 'Australian International Academy of Education', and user information for 'Silvana Testing Harba Testing'. The left sidebar contains navigation options like 'Dashboard', 'Calendar', 'IB Manager', 'SA', 'Personal Project', 'Messages', 'Calendar', 'Files', 'Members', 'Blog', 'Classes', 'Portfolio', 'Reflections', and 'Groups'. The main content area is titled 'SA Worksheet' and includes a 'Quick Add' button. Below this, there are sections for 'SA Activities', 'What is Service as Action?', 'Ideas for SA', and 'SA Step-by-step'. The 'SA Step-by-step' section shows a 7-step process: 1. Rachel adds a new activity, 2. Richard is notified via email, 3. Richard approves the activity, 4. Rachel is notified of approval, 5. Rachel completes the activity and adds reflections, 6. Dieter receives the supervisor email, 7. Dieter completes the supervisor review form. A 'Clean up Australia Day' activity is shown as reviewed and in-school. The right sidebar shows 'OVERALL SA PROGRESS' as 'To Be Determined', the SA Advisor 'Silvana Harba', and a legend for activity status: Approved, Complete, Rejected, and Needs Approval. The 'Quick Start Guide' button is circled in red.

The screenshot shows the 'SA Worksheet' page with a list of activities. The activities are: 'Clean up Australia Day' (Reviewed, In-School), 'design comp' (Reviewed, In-School, 2 reflections), 'Harmony Day' (Reviewed, In-School, 1 reflection), and 'Plastic Bags' (Out-of-School). Red arrows point to the status icons for each activity. Below the activities is a 'Global Value' bar chart showing scores for Awareness and Collaboration. The 'SA Documents' section shows a PDF file 'CAS_Completion_Form_-_Silvana_Testing_Harba_Testing_-_Harmony_Day.pdf' uploaded on Jan 28, 2020. The right sidebar shows the legend for activity status: Approved, Complete, Rejected, and Needs Approval. The legend is circled in red.

1. Students must fill out the 'SA activity' as their proposal form on ManageBac for their **supervisor's approval**. Students should complete this form with as much detail as possible. Once the SA supervisor has read the proposal activity and approval is given, students may begin working on the service activity.

Menu Australian International Academy of Education SH Silvana Testing Harba Testing 3 Help & Support Logout

Quick Add

GENERAL

- Dashboard
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ACADEMICS

- Classes
- Portfolio
- Reflections
- Groups

SA Worksheet

SA Activities

Clean up Australia Day Reviewed In-School
Helped clean up Coburg Lake

design comp Reviewed In-School 2 reflections 1
To design and promote a competition

Harmony Day Reviewed In-School 1
Helping out on the day and organising the food stalls.

Plastic Bags Out-of-School
collected plastic bags for recycling.

Outcomes Timeline

Global Value	1	2
Awareness	1	2
Collaboration	1	

Total Reflections: 2

SA Documents

CAS_Completion_Form_-_Silvana_Testing_Harba_Testing_-_Harmony_Day.pdf
Uploaded Jan 28, 2020 at 2:37 PM

Add SA Activity
 Quick Start Guide
 View all Reflections and Evidence
 OVERALL SA PROGRESS
 To Be Determined
 SA ADVISOR
 SH Silvana Harba hr@aia.vic.edu.au
 LEGEND
 Approved
 Complete
 Rejected
 Needs Approval

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SA Worksheet

Add SA Activity
Activity Name*

Location*
 In-School Out-of-School
 Service as Action

Start date* February 4, 2020 End date* February 4, 2020

Supervisor Name Supervisor Title

Supervisor E-mail Supervisor contact number

Description and Goals

Please select your target learning outcomes:

Awareness Ethics
 Global Value Initiative
 Perseverance Challenge & New Skills
 Collaboration

Organisation

Activity Aim

Notify SA advisor via E-mail

Add SA activity or Cancel

2. Once the activity has been completed, students should add their **'Reflections & Evidence'** on ManageBac. This is a **very** important step! There are reflection questions which are linked to the outcomes to help prompt thoughtfulness in students to help them grow.

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SA Worksheet

Summary Reflections & Evidence

Plastic Bags Out-of-School
February 4, 2020 - February 4, 2020

Description and Goals
collected plastic bags for recycling.

Activity Aim
to recycle disposed plastic bags

Organization
Coles

Learning Outcomes
1. Become more aware of their own strengths and areas for growth

KS Organiser Kumar
0000222666 kp@aia.vic.edu.au

Supervisor Review
Please comment on the student's progress, effort and commitment:
Supervisor Review Not Completed

Message Board

Your note will be automatically delivered via e-mail. Post Note

ACTIVITY STATUS
To Be Determined
Add Reflections & Evidence
Edit Activity
Delete Activity
SELECT ACTIVITY
Plastic Bags
NEXT STEPS
Once you have completed your activity and submitted reflections or SA questions, you can request that your Activity Supervisor complete your review online.
Or you can turn in your signed SA Completion form to your Coordinator:
SA Completion Form

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<p>Discuss, evaluate and plan student-initiated activities</p>	<ul style="list-style-type: none"> - Describe your service activity and your level of commitment to it. How many times did you do the activity? For how long each time? What did you do? - Describe the planning and implementation process you underwent for your S&A activity. What successes/challenges did you experience? - How did you deal with any problems that came up during the course of activities? - How did your feelings about the activity change over time? - How did you accomplish (or not) this Learning Outcome through your Service Activity?
<p>Persevere in action</p>	<ul style="list-style-type: none"> - Describe your service activity and your level of commitment to it. How many times did you do the activity? For how long each time? What did you do? - What is perseverance? - How did you accomplish (or not) this Learning Outcome through your Service Activity?
<p>Work collaboratively with others</p>	<ul style="list-style-type: none"> - Describe your service activity and your level of commitment to it. How many times did you do the activity? For how long each time? What did you do? - In what ways did you collaborate with others to plan and/or implement your SaA activity? - What role did you take in the collaboration? - What collaborative strengths did you demonstrate? What challenges did you experience? - How did you accomplish (or not) this Learning Outcome through your Service Activity?
<p>Develop international- mindedness through global engagement, multilingualism and intercultural understanding</p>	<ul style="list-style-type: none"> - Describe your service activity and your level of commitment to it. How many times did you do the activity? For how long each time? What did you do? - What is international mindedness? - In what ways did your SaA activity address issues important to the extended global community? - How did you accomplish (or not) this Learning Outcome through your Service Activity?
<p>Consider the ethical implications of your actions</p>	<ul style="list-style-type: none"> - Describe your service activity and your level of commitment to it. How many times did you do the activity? For how long each time? What did you do? - What is ethics? Define it and give some examples. - Did you have to face any ethical dilemmas during your SaA activity? If so, please describe what happened. <ul style="list-style-type: none"> - Did you experience any situations that confused you, or made you think about possible consequences of your actions that you had not previously imagined? If so, please describe the situations. - How did you accomplish (or not) this Learning Outcome through your Service Activity?

3. Once the service and the reflection(s) are completed and there are no issues or areas to improve the supervisor will mark the activity as **‘completed’**.

4. Be sure to indicate where the service location was and include the details of the activity supervisor.

The screenshot shows a web form for adding a Service as Action (SA) activity. The form is titled 'Add SA Activity' and is part of the 'SA Worksheet' section. The form includes the following fields and options:

- Activity Name *
- Location *
 - In-School
 - Out-of-School
- Start date * (February 4, 2020)
- End date * (February 4, 2020)
- Supervisor Name
- Supervisor Title
- Supervisor E-mail
- Supervisor contact number
- Description and Goals
- Please select your target learning outcomes:
 - Awareness
 - Global Value
 - Perseverance
 - Collaboration
 - Ethics
 - Initiative
 - Challenge & New Skills
- Organisation

Possible service ideas

Long-term activity ideas: You provide this service over an extended period. You must complete one per semester:

- Plan, organise and run a charity event.
- Regularly visit someone in your local community who is socially isolated.
- Regularly assist a child with a disability.
- Become a regular volunteer at your local charity organisation.
- Become a mentor to a younger student.
- Coach a sport
- Visit a retirement home and spend time with the elderly residence, reading or talking with them.



Short-term activity ideas: You provide this service over a period of a few hours or a day. You must complete a minimum of one per semester:

- Participate in organised events. E.g. tree planting day, clean up Australia Day etc.
- Collect and donate old clothes or household goods to charity.
- Collect and donate to student organised charity events within the school.
- Collect and donate toys to the Royal Children's hospital
- Offer to look after your elderly neighbours garden.

The following site will assist you with more ideas for possible service activities.

- I. <http://volunteer.com.au>
- II. <http://www.youthcentral.vic.gov.au> (click on the following in the menu bar on left hand side of page) /jobs-careers/volunteering-work-experience/organisations-seeking-volunteers
- III. <http://govolunteer.com.au/>



