

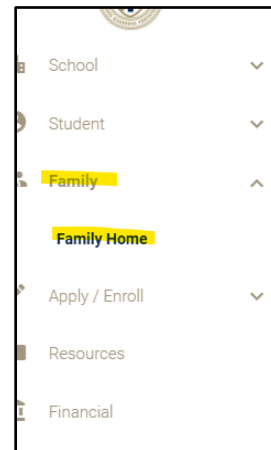
How to enter volunteer service hours in FACTS

For the 2026-27 school year, hours can be counted June 1, 2026 - May 1, 2027.

Starting with the 2025-26 school year, each PARISH family with kids at CCCS is required to serve 20 school volunteer hours yearly. For a list of activities that will/won't count for hours, and answers to other FAQ, please click [here](#).

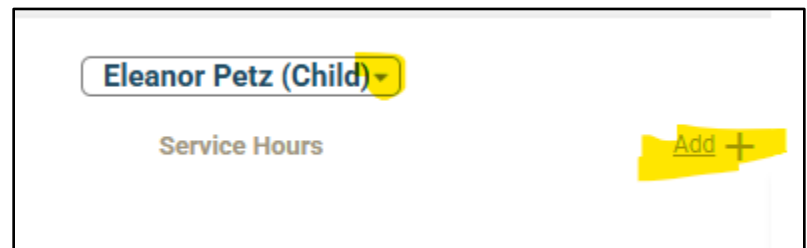
Sign into Family Portal.

Click on Family > Family Home.



Select the person for whom you want to add hours, then click Add +

It's strongly recommended that you add to the same person each time you enter hours.



On this screen, enter the date volunteered, the number of hours served, a description of the service, and a note, if desired.

Service Hours			Add +
Date	Description	Hours	
3/6/2025	This is a test	1.0	

You will see a running total of your hours in Parent Portal:

