



Reporting Volunteer Hours

Family Home

The Family Home section in the Family Portal will include all of your demographic information, preferences, emergency contacts and pick-ups, and lastly, your volunteer service hours. Students also have the option of entering their volunteer service hours as well.

In the service Hours section and click on [Add](#)

Service Hours		Add +
No community service hours found.		

Enter all pertinent information in the appropriate boxes. There is a drop-down option or you can type in the description box. Please make sure you list a school administrator or parish staff member to verify. You will be able to track your hours on the Family Home section of the Family Portal.

* Date: <input type="text" value="10/25/2022"/>
* Hours: <input type="text"/>
* Description: <input type="text"/>
Note: <input type="text"/>
Verified By: <input type="text"/>
<input type="button" value="Save"/>

Service Hours			Add +
Date	Description	Hours	
10/19/2022	In His Image - Solid Rock	3.0	<input type="button" value="edit"/>
Total:		3.0	

If you have any questions about the FACTS Family Portal, please contact the school office.

Mark Watts, M.Ed, MS, M.Ed
School Principal

[**FACTS SIS Log-In Page**](#)