



The Priory Passport

Guidance

This document seeks to identify different challenges/milestones which students can achieve throughout the year. Once they have accomplished something it can be recorded in their own personal passport. Each achievement should be documented and then signed off by the relevant staff member. Any achievement which is completed outside of school can be signed off by a parent/carer (it should also be signed by their Form Tutor). If they wish to document an achievement which is not on this list then they should speak with their Form Tutor and/or Head of Year. Sixth Formers must also document the time spent on each activity if it is being used for the Priory Baccalaureate.

Students can only record an activity which they have completed in the academic year for which their passport relates to. E.g. a student in Year 9 cannot record that they have taken part in the Year 7 French Centre visit.

The passport is divided into four areas:

1. Leadership and Personal Challenge
2. Physical
3. Cultural
4. Community

Leadership and Personal Challenge

100% attendance (up to the end of Module 5)
Taken part in a whole-school project, e.g. Olympic Day
Awarded the Courage and Courtesy Award
Awarded Student of the Module
Went on the French Centre visit (Year 7 only)
Taken part in a residential visit
Taken part in something in which you have led the way, e.g. been project leader/led a specific element of a project/led a discussion in form time
Tried something new
Duke of Edinburgh – Bronze, Silver or Gold
CCF – RAF - Part 1, 2 or 3
CCF – Army – Basic, Advanced or Senior
CCF – Cadet Instructor
NCS Programme
Teaching Bursary
Young Enterprise
Improved module grades

Acquired a new skill
Become a mentor
Created something, e.g. blog
Overcome something difficult, e.g. took part in an interview, answered a question in a lesson
Been a role model to other students
Applied for further education, e.g. University/College/Sixth Form
Produced a CV
Spoke in assembly
Completed the 'Rooted in Reading' challenge (Year 7 only)
Took driving lessons and a driving test
Attended 10 or more STEM sessions

Physical

Attended 10 extra-curricular sport club sessions
Represented your House team in one sporting competition
Represented the Academy in a sports team
Part of a sporting club outside of the Academy
Participated in a dance event, e.g. Rock Challenge
Participated in an Academy Sports Day
Competed in a sport at County/National level
Member of Priory Leisure and attended regularly
Member of a gym/fitness centre in Lincolnshire
Taken part in an external sporting event, e.g. Lincoln 10K, Race for Life, Lincoln Santa Run
Tried a sports club/exercise class (in or outside of school)
Completed the Sports Leader Award
Assisted at a sporting event, e.g. as a referee/time-keeper
Completed a challenging walk/hike
Designed a warm-up and/or exercise programme for others
Taken on the role of Sports Captain

Cultural

Been part of a music group, e.g. Choir/String Ensemble
Achieved a grade, either in an instrument or for singing
Taken part in the school show
Been a librarian
Been part of a debating club
Taken part in the Arts Extravaganza
Been part of The Priory Press
Attended 10 sessions or more of an English club
Attended 10 sessions or more of an Art club
Attended 10 sessions or more of a Drama club
Taken part in Slam Jam
Read a recommended book (see Recommended Reading List or document a book which someone has recommended to you)
Listened to a recommended artist (see Recommended Music List or document a piece of music which someone has recommended to you)
Visited an Art Gallery/Exhibition
Experience a new culture
Watched a play
Watched a musical or dance event

Seen a recommended film (see Recommended Film List or document a film which someone has recommended to you)
Attended a poetry reading or a writer talk
Visited a historical site/building
Exhibited a piece of work
Researched an art form
Read a book from the school library
Written a poem/play/story
Communicated in a foreign language whilst travelling abroad
Experienced food from a different culture
Visited Lincoln Castle
Attended a service at Lincoln Cathedral
Attended Lincolnshire Show
Attended Lincoln Christmas Market
Learnt something about local history
Took part in a class, e.g. a cookery class/painting class

Community

Contributed to 2 charity events
Represented the Academy at a community event, e.g. Parents' Evening, Open Evening
Organised/led a charity event
Volunteered for a charity outside of the Academy
Volunteered within the Academy
Volunteered for an organisation (not a charity) outside of the Academy
Mentored others (in or outside of school)
Been part of School Council
Completed Work Experience
Been a Prefect, Senior Prefect, Head Boy, Head Girl, Deputy Head Boy, Deputy Head Girl
Taken part in a form assembly
Applied for employment
Helped someone
Picked up litter
Worn uniform correctly
Achieved positive acknowledgements for behaviour
Taken on the role of Form Representative or House Representative

Bronze, Silver and Gold Awards

Gold – students who complete 8 achievements in each category
Silver – students who complete 6 achievements in each category
Bronze - students who complete 4 achievements in each category

Evidence

Each student must keep some form of evidence for each accomplishment they record on their passport, e.g. if they go to a museum then they can use the entrance ticket as evidence. We would recommend that this file is kept in a file or wallet so that it is all together and easy to locate. Students will be asked to present their evidence at the end of the year before the Bronze, Silver and Gold awards are presented.
Students are able to discuss with their Form Tutor and/or Head of Year what counts as evidence if they are unsure.