

The Hazeley Academy 5Cs Passport

- The aim of the 5Cs Passport is to support our vision of the 5Cs and develop holistic education.
- Supports life skills, careers, and builds confidence and resilience.
- Sections include volunteering, extra-curricular, Duke of Edinburgh, metacognition etc.
- Each week students both in school and at home complete the 5Cs Passport with staff and parents signing where an activity has been completed.



5Cs Passport



*“Growing through participating,
helping others & learning about
ourselves and each other”*

Core Values

Character – We have respect, integrity, loyalty, high expectations and resilience. We believe the differences amongst us make us even stronger.

Confidence – We trust ourselves and each other, we relish taking calculated risks, we understand honest mistakes occur and learn from them together.

Creativity – We enjoy working together designing, creating and reflecting upon solutions, including how to improve ourselves and each other and in so doing making our Academy a truly inspiring place.

Contributing – We grow through engaging, helping and supporting others; participating in positive causes that make a difference to ourselves and others.

Community – We use our shared values to understand each other, to do the right thing and enable everyone to feel valued and play their part in growing our vibrant community of exceptional people.

Volunteering

- The 5Cs Passport can be found from page 113 in the Student Planners.
- Many of the activities should be completed at home e.g. volunteering.
- The page in the planner gives a few examples.
- In the blank boxes, please state the activities completed e.g. 'Car wash' and then parents put a signature to confirm the volunteering took place.

Volunteering

What volunteering can I do? Here are a few examples, but there are many more you could do:

Help out in the library	Offer to do a litter pick	Help family with housework	Take part in a charity fun run
Help out with a fundraiser	Help out younger students	Offer to clean the car	Offer to collect books at the end of a lesson
Visit a nursing home	Help out at a charity event	Donate old toys to a charity shop	Collect old books for a book sale

One stamp should be awarded for broadly each hour of activity. You cannot gain more than 2 stamps in any one week as one of the aims of the programme is to encourage sustained effort. You need to ask your mentor to sign or stamp your booklet each week.

10 stamps = Pass

20 stamps = Merit (if 25 or more of these are red stamps then a distinction may be awarded). Once you have completed this section then you should show your form tutor who will arrange for you to receive your sectional certificate.

Chosen activity:
Mentor's Name:

Extra-curricular

- The Hazeley expectation is that all students will complete extra-curricular activities and we have lots available in school where students will get a stamp from the teacher running the P6 session.
- Some students also do clubs outside of school – please also sign these off in the blank boxes.

Extra-Curricular & Physical

At Hazeley we have lots of extra-curricular clubs that you can get involved in.

What Hazeley clubs are there?

Drama Club	Chess Club	Sports clubs	Pudding Club
Podcast Club	Student Council	STEAM Club	Eco-Committee

One stamp should be awarded for broadly each hour of activity. You cannot gain more than 2 stamps in any one week as one of the aims of the programme is to encourage sustained effort. You need to ask your mentor to sign or stamp your booklet each week.

10 stamps = Pass
15 stamps = Merit (if 20 or more of these are red stamps then a distinction may be awarded)

Once you have completed this section then you should show your form tutor who will arrange for you to receive your sectional certificate.

Chosen activity:

Careers

- This section is completed in Life Skills session with form tutors.

Careers  One stamp should be awarded when you show a basic level of competency in performing that skill with consistency, this will mean that you will often need to show it a number of times.	
Log an activity on UNIFROG (Form time activity)	
Complete an apprenticeship search on UNIFROG (Form time activity)	
Complete a university search on UNIFROG (Form time activity)	
Complete a job search on UNIFROG (Form time activity)	
Tell your form tutor about a job that you would like to do and the qualifications, skills and experiences you would need to do it (Form time activity)	
Demonstrate good leadership skills in a Character lesson e.g. listening to others and supporting them with their ideas.	
Explain three times where you have shown an act of kindness e.g. helped someone when they were upset.	
Pass = 3 Merit = 4 Distinction = 6	

Metacognition

- Metacognition is study skill that we develop whole school so students can collect stamps from all their different subject teachers when they show evidence of this in lessons.

Metacognition Skills



One stamp should be awarded when you show a basic level of competency in performing that skill with consistency, this will mean that you will often need to show it a number of times.

You should collect 1 stamp from 3 different subjects

Name of subject -->	Subject 1	Subject 2	Subject 3
Examples are copied in my book so I can look back at them later.			
I have made notes/annotated the examples using the teacher's explanations.			
I have explained a concept to another pupil who is struggling.			
I have marked/self-assessed a piece of my own work, identifying areas I need to develop.			
I have made changes to my work, following feedback, to improve it.			
I have peer-assessed another student's work and given them suggestions to improve their work.			
I have identified aspects of the task that went well and can explain why.			
I have identified aspects of the task that I could have done better.			
Pass = 8 Merit = 14 Distinction = 20			

Oracy

- Again, this is a key skill developed whole school so stamps can be collected from teachers in all subject areas.

Oracy			
One stamp should be awarded when you show a basic level of competency in performing that skill with consistency, this will mean that you will often need to show your 5Cs Passport a number of times.			
You should collect 1 stamp from 3 different subjects			
Name of subject →	Subject 1	Subject 2	Subject 3
Plan, structure and organise a speech or presentation that will sustain the attention of your audience.			
Deliver a speech to at least six people, with evidence of considered body language, gesture and posture.			
Deliver a speech to at least six people, with evidence of appropriate, specialist vocabulary choices.			
Seek clarification through questioning, responding to questions from your teacher and your peers.			
Use feedback from your peers to critique, adjust and improve your own speech style.			
Show evidence of active listening and reflecting on other people's talks.			
Sustain a discussion for 6-10 minutes with minimal prompting from an adult.			
Show a clear understanding of discussion rules through peer and self-assessment.			
Pass = 10 Merit = 15 Distinction = 20			

Overall points

- At the end of the year in July, the overall points are collated.
- Students are awarded certificates and those with the highest awards get the opportunity to attend the school rewards trip.

Overview to be completed by Form Tutor and Parents Terms 5 & 6

Section	Level (P/M/D)	Points P=3 M=4 D= 5	Entered on Go4Schools
Volunteering			
Extra-curricular			
Life Skills including first aid			
Careers			
Metacognition Skills			
Oracy Skills			
House/School/Trust Representation			

Each section completed at a Pass is worth 3 points, sections completed at a Merit are worth 4 points and those at Distinction are worth 5 points.

Pass = all sections must be completed at Pass level.

Merit = all sections completed for Merit level

Distinction = all sections completed for Distinction level