Student Leadership Passport 2026-2027

Student Name: _____

Student Leadership Position: _____

Start Date of Student Leadership Journey: _____

Message from Ms Henocq - Headteacher:

My leadership team and I want to influence young people to engage in their learning.

Here at PCS we value student leadership as part of the overall enrichment of a young person's life both within the wider curriculum and in supporting their leadership aspirations for future careers.

Student leadership is crucial to shaping the culture of our school, through the **PCS values** - **Aspire. Believe. Contribute. Achieve -** as it empowers students to take ownership of their learning experience and encourages them to develop important skills.

You will be using this awards success framework to achieve Gold, Silver, or Bronze awards. You will have the opportunity to fill your passport and will have your criteria signed off in order to reach the three different awards standards.

The top two student leaders in each **Swale Academies Trust** school will present to the Swale headteachers in Summer 2027.

You have been given the responsibility to lead in a variety of ways at **PCS**, and you should feel a sense of pride in contributing to the school community. Your contribution helps to create a positive and inclusive school environment where students are trusted, feel supported and are valued.

Additionally, you are an excellent role model for our younger students. You will inspire others to get involved and strive to become student leaders of the future.

Communication					
Category	**Developing (2 Points)**	**Proficient (3 Points)**	**Exemplary (4 Points)**	**Signature**	**Date**
Clarity & Organisation	Messages are sometimes unclear or disorganised. Ideas may be presented illogically.	Message is clear, concise, and generally well-organised. Ideas are presented logically.	Message is exceptionally clear, concise, and well-organised. Ideas are presented logically and effectively.		
Verbal Communication	Language may be unclear or inappropriate at times. Tone or pacing may be inconsistent.	Uses clear language and appropriate tone. Speaks confidently and engages the audience adequately.	Uses articulate language, appropriate tone, and effective pacing. Speaks confidently and engages the audience.		
Non-Verbal Communication	Non-verbal communication is sometimes inconsistent or distracting.	Demonstrates effective non-verbal communication that supports the message.	Demonstrates excellent non-verbal communication (eye contact, posture, gestures) that enhances the message.		
Active Listening	Occasionally demonstrates active listening. May miss important information or ask irrelevant questions.	Demonstrates active listening by paying attention and asking relevant questions.	Consistently demonstrates active listening by paying close attention, asking clarifying questions, and providing thoughtful feedback.		
Audience Awareness	Shows some awareness of audience and context but may not adapt effectively.	Adapts communication style and content to the audience and context effectively.	Tailors communication style and content to the specific audience and context with exceptional skill.		
Written Communication	Writing contains some errors or inconsistencies that may hinder understanding.	Writing is clear, concise, and mostly error-free. Demonstrates good grammar, spelling, and punctuation.	Writing is exceptionally clear, concise, and error-free. Demonstrates strong grammar, spelling, and punctuation.		
Feedback & Responsiveness	May be defensive or dismissive of feedback. Responses to questions may be delayed or inadequate.	Responds to feedback and questions appropriately.	Actively seeks and incorporates feedback. Responds to questions and concerns promptly and effectively.		

Respect					
Category	**Developing (2 Points)**	**Proficient (3 Points)**	**Exemplary (4 Points)**	**Signature**	**Date**
Interpersonal Interactions	Occasionally demonstrates active listening, empathy, and politeness. Shows some awareness of diverse perspectives.	Generally demonstrates active listening, empathy, and politeness. Acknowledges diverse perspectives.	Consistently demonstrates active listening, empathy, and politeness in all interactions. Actively seeks to understand diverse perspectives.		
Communication	Occasionally uses disrespectful language or tone. Communication may be unclear or ineffective.	Generally uses respectful language and tone. Communicates effectively in most situations.	Uses consistently respectful language and tone, even in challenging situations. Communicates clearly and effectively.		
Boundaries & Personal Space	Occasionally disregards personal space, privacy, or boundaries. May forget to seek permission.	Generally respects personal space, privacy, and boundaries. Usually seeks permission.	Consistently respects personal space, privacy, and boundaries. Seeks permission when appropriate.		
Responsibility & Accountability	Sometimes avoids taking responsibility for actions, apologises insincerely, or disregards rules and guidelines.	Generally takes responsibility for actions, apologises for mistakes, and follows rules and guidelines.	Consistently takes responsibility for actions, apologises sincerely for mistakes, and follows rules and guidelines.		
Inclusivity & Diversity	Occasionally shows bias or treats individuals unfairly. Shows limited awareness of inclusivity.	Generally treats all individuals with fairness and dignity. Shows awareness of inclusivity.	Actively promotes inclusivity and treats all individuals with fairness and dignity. Stands up against disrespectful behaviour.		
Property & Environment	Sometimes treats property or the environment carelessly.	Generally treats property and the environment with care and respect.	Consistently treats property and the environment with care and respect.		

Teamwork					
Category	**Developing (2 Points)**	**Proficient (3 Points)**	**Exemplary (4 Points)**	**Signature**	**Date**
Collaboration & Participation	Participates inconsistently in team discussions and tasks. Offers limited ideas and insights.	Contributes to team discussions and tasks. Offers relevant ideas and insights.	Actively contributes to team discussions and tasks. Regularly offers valuable ideas and insights.		
Communication	Communication is sometimes unclear or ineffective. May struggle to listen or provide feedback.	Communicates effectively with team members. Listens and provides feedback.	Communicates clearly, respectfully, and effectively with all team members. Actively listens and provides constructive feedback.		
Cooperation & Support	Sometimes hesitates to support or assist team members. May be reluctant to share resources.	Supports and encourages team members. Offers assistance when needed.	Consistently supports and encourages team members. Readily offers assistance and shares resources.		
Problem Solving & Conflict Resolution	Struggles to contribute to problem-solving or conflict resolution. May avoid or escalate conflicts.	Contributes to problem-solving and conflict resolution. Participates in finding solutions.	Effectively contributes to problem-solving and conflict resolution. Actively seeks solutions and mediates disagreements constructively.		
Responsibility & Accountability	Sometimes misses deadlines or completes tasks incompletely. May avoid taking responsibility.	Completes assigned tasks on time and to a satisfactory standard. Takes responsibility for their role.	Consistently completes assigned tasks on time and to a high standard. Takes ownership of their role and responsibilities.		
Flexibility & Adaptability	Struggles to adapt to changes. May be resistant to new ideas.	Adapts to changes in plans or tasks. Shows some flexibility.	Adapts easily to changes in plans or tasks. Remains flexible and open to new ideas.		
Respect for Others	Occasionally shows disrespect or bias towards team members. Limited awareness of inclusivity.	Treats team members with respect. Shows awareness of inclusivity.	Consistently treats all team members with respect, regardless of differences in opinions or backgrounds. Actively promotes an inclusive team environment.		

Problem Solving					
Category	**Developing (2 Points)**	**Proficient (3 Points)**	**Exemplary (4 Points)**	**Signature**	**Date**
Problem Identification & Definition	Identifies the problem but may overlook some important factors or constraints.	Accurately identifies and defines the problem, including most relevant factors.	Clearly and accurately identifies and defines the problem, including all relevant factors and constraints.		
Information Gathering & Analysis	Gathers some information but may miss important details or sources. Analysis is limited.	Gathers and analyses relevant information. Identifies some patterns and trends.	Thoroughly gathers and analyses relevant information from multiple sources. Identifies patterns and trends.		
Solution Generation & Evaluation	Generates a few solutions but may struggle to evaluate them effectively.	Generates several viable solutions. Evaluates each solution, considering consequences and feasibility.	Generates multiple creative and viable solutions. Evaluates each solution thoroughly, considering potential consequences and feasibility.		
Implementation & Action Planning	Develops a basic action plan but may overlook important details or potential obstacles.	Develops a realistic action plan for implementing the chosen solution. Identifies some potential obstacles.	Develops a detailed and realistic action plan for implementing the chosen solution. Anticipates potential obstacles and develops contingency plans.		
Evaluation & Reflection	Evaluates the solution partially or superficially. Limited reflection on the problem-solving process.	Evaluates the effectiveness of the implemented solution. Reflects on the problem-solving process.	Thoroughly evaluates the effectiveness of the implemented solution. Reflects on the problem-solving process and identifies areas for improvement.		
Critical Thinking & Reasoning	Demonstrates some critical thinking and reasoning skills but may rely on assumptions or biases.	Demonstrates adequate critical thinking and reasoning skills. Uses logic and evidence in decision-making.	Demonstrates strong critical thinking and reasoning skills throughout the problem-solving process. Uses logic and evidence to support decisions.		

Resilience					
Category	**Developing (2 Points)**	**Proficient (3 Points)**	**Exemplary (4 Points)**	**Signature**	**Date**
Adaptability & Flexibility	Struggles to adapt to changes and setbacks. Shows limited flexibility and resourcefulness.	Adapts to changes and setbacks with reasonable ease. Demonstrates flexibility and resourcefulness.	Adapts quickly and effectively to changes and setbacks. Demonstrates exceptional flexibility and resourcefulness.		
Emotional Regulation	Struggles to manage emotions in challenging situations. May become overwhelmed or reactive.	Manages emotions effectively in most situations. Demonstrates self-awareness and emotional control.	Maintains composure and manages emotions effectively in challenging situations. Demonstrates strong self-awareness and emotional control.		
Problem-Solving & Resourcefulness	Struggles to identify or solve problems independently. May rely heavily on others or avoid problem-solving.	Identifies and solves problems with reasonable effectiveness. Utilises available resources.	Proactively identifies and solves problems, seeking out and utilising available resources effectively. Demonstrates strong problem-solving skills and creativity.		
Positive Outlook & Optimism	Struggles to maintain a positive outlook. May focus on negative aspects of situations.	Maintains a generally positive outlook and demonstrates optimism. Focuses on solutions.	Maintains a consistently positive outlook and demonstrates optimism in the face of adversity. Focuses on solutions and possibilities.		
Support Seeking & Utilisation	Hesitates to seek support from others. May isolate themselves or struggle to build support networks.	Seeks and utilises support from others when needed. Recognises the importance of support networks.	Proactively seeks and utilises support from others when needed. Builds and maintains strong support networks.		
Persistence & Determination	Struggles to maintain persistence and determination. May give up easily or become discouraged.	Demonstrates persistence and determination in pursuing goals.	Demonstrates unwavering persistence and determination in pursuing goals, even in the face of significant obstacles.		
Self-Efficacy & Confidence	Struggles with self-efficacy and confidence. May doubt their abilities or feel overwhelmed.	Demonstrates adequate self-efficacy and confidence. Believes in their abilities.	Demonstrates strong self-efficacy and confidence in their ability to overcome challenges. Believes in their own abilities.		

Achievement					
Category	**Developing (2 Points)**	**Proficient (3 Points)**	**Exemplary (4 Points)**	**Signature**	**Date**
Goal Setting & Planning	Sets somewhat vague or unrealistic goals. Develops a basic action plan.	Sets clear and achievable goals. Develops a reasonable action plan.	Sets clear, specific, measurable, achievable, relevant, and time-bound (SMART) goals. Develops a comprehensive and realistic action plan.		
Effort & Persistence	Demonstrates inconsistent effort. May give up easily or avoid challenges.	Demonstrates consistent effort. Persists through most obstacles.	Demonstrates consistent and sustained effort. Overcomes obstacles with determination and persistence.		
Application of Knowledge & Skills	Applies knowledge and skills inconsistently or with limited effectiveness. Struggles to demonstrate competence.	Applies knowledge and skills effectively to achieve goals. Demonstrates competence.	Applies knowledge and skills creatively and effectively to achieve goals. Demonstrates mastery and innovation.		
Problem-Solving & Adaptability	Struggles to identify or solve problems independently. May struggle to adapt to changes.	Identifies and solves problems with reasonable effectiveness. Adapts to most changes.	Proactively identifies and solves problems. Adapts effectively to changing circumstances and unexpected challenges.		
Quality of Work/Performance	Produces work/performance of inconsistent quality, sometimes falling below expectations. May overlook important details.	Produces work/performance of good quality, meeting expectations. Demonstrates attention to detail.	Produces work/performance of exceptional quality, exceeding expectations. Demonstrates meticulous attention to detail and a high level of craftsmanship.		
Reflection & Improvement	Reflects on the process and outcomes superficially. May struggle to identify areas for improvement.	Reflects on the process and outcomes, identifying areas for improvement.	Critically reflects on the process and outcomes, identifying areas for improvement and applying lessons learned to future endeavours.		
Demonstration of Growth	Shows limited or inconsistent growth.	Shows noticeable growth in knowledge, skills, or performance.	Shows significant and sustained growth in knowledge, skills, or performance over time.		

Congratulations on your hard work in completing your Student Leadership Journey