

Literacy Passport

[9f7b2eb4-c373-4030-9644-b0cad83dd411.pdf \(crownhouse.co.uk\)](https://crownhouse.co.uk/9f7b2eb4-c373-4030-9644-b0cad83dd411.pdf) Literacy Passport

[9c04e791-bce9-4530-956d-6ccbba9edde5.pdf \(crownhouse.co.uk\)](https://crownhouse.co.uk/9c04e791-bce9-4530-956d-6ccbba9edde5.pdf) Reading Passport

How to use the passport: A summary

1. Select your protégé: choose a student who you know is struggling at school, let them know you have an idea to share, and arrange a time to meet.
2. Declare your interest: tell them you'd like to help. Talk to them through the passport and let them know you're primarily going to be listening to their feelings and needs.
3. Unleash the highlighter (and listen): ask your student to highlight the boxes on the front, while listening to their thoughts about each question and noting down anything that strikes you as key.
4. Identify needs: ask your student to choose, as their needs, one question from each section and circle it. Have them copy each one out in the space given on the reverse of the passport.
5. Work out the how: talk through each need in detail and come up with joint suggestions about what your student can do to help meet them. Type up and print out the needs to stick in planners and exercise books.
6. Record feelings and impact: encourage sharing of feelings about efforts to meet needs. Applaud honesty and record impact and insights before dating and signing.
7. Make the call: have a discussion with your student to help decide if their needs are, thus far, 'not met', 'partly met' or 'met'. Err on the side of caution if in doubt.
8. Decide what's next: retain any existing needs that have not yet been met, before returning to the front of the passport to discuss what else your student deems 'my next needs' to complete said box.

Evans, R. (2020) *Emotional Literacy*. Carmarthen: Independent Thinking Press