

WHAT TO INCLUDE IN A PUPIL PASSPORT

A Pupil Passport is a person-centred communication tool that captures all of the vital information about that pupil in order to support them to express themselves and to help others to learn more about their learning and support needs.

Examples of sections to include within a Pupil Passport:



About Me

A photo of me

My name & what I like to be called

People who are important to me

Add pupil's name and photo and photos of people important to them e.g. their family members or friends.



Important Information About Me

My diagnoses, needs and medication...

What to do in an emergency

Add details of any diagnoses the pupil has, and any other medical conditions or needs e.g. ADHD, asthma etc and how it affects them.



Things I'm Good At

Things I'm good at...

Things I like and am interested in...

Things that help me to work well...

Add details of what the pupil likes and enjoys and what they are interested in. Include what environments the pupil performs best in e.g. 1 to 1, with repetitions.



Things I Need Help With

Things I need help with...

Things I don't like...

Things that don't help me to work well...

Add details of what the pupil doesn't like and what they may need help with e.g. noisy environments, help with writing.



My Communication

I communicate using....

How to help me with my communication...

Include here how the pupil communicates (verbal, PECS etc). Add details of how they can be supported with their communication.



My Feelings

When I'm stressed I may...

If I'm stressed it helps if I can

How you can help me when I'm stressed...

Add details of what happens when the pupil is feeling anxious or stressed. Include ways that others can support the pupil when they are feeling this way e.g. Help me to leave the situation if I cover my ears.

Remember: always include the pupil as much as possible when creating their Pupil Passport.

Learn more about autism standards in schools by downloading our AET Schools Autism Standards here:
<https://www.autismeducationtrust.org.uk/shop/schools-standards-shop>