The Children's University *'Passport To Learning' and 'Public Learning Destinations' Information Sheet*

The *'Passport To Learning'* has been created for children aged 5 to 14 years to collect credits / hours of validated learning outside of their school environment. These hours can contribute towards a child's progression through the national Children's University (CU) accreditation programme and ultimately assist in achieving national CU awards. The '*Passport To Learning'* is an essential tool when logging a child's participation in validated activities away from school. **'***Public Learning Destinations'* are places which provide CU Learning Activities and which are publicly accessible. For example; local sports, dance, drama clubs, museums, zoos, art galleries, theatres and many more.

For a child to gain Children's University hours away from school they must attend a club / organisation that has completed the Children's University Validation process. The process ensures that all the clubs / organisations that work with Children's University follow and share a similar ethos. They must demonstrate that the learning taking place at their organisation is structured and benefits its participants through their attendance and engagement in the activities. An appropriate number of hours / credits is agreed for the activities delivered at a '*Public Learning Destination'*. You can find out if a club / organisation is validated via a search engine on the Children's University website http://www.childrensuniversity.co.uk/home/learning-destinations/ or download the Children's University ePassport App (Available via iTunes or Android) . Alternatively, ask in your school for a list of the participating clubs / organisations in the local area.

If your child attends a club / organisation that has not been through the validation process and you would like to encourage them to become affiliated with the Children's University (so they will have the ability to credit the learning at their setting), you can ask them to email info@enricheducationuk.com to gain further information about the programme and the validation process. Alternatively, you can ask in your school for a *Learning Destination Invitation Card,* which can be passed on to the club / organisation. The card invites a senior member of staff to email the local Children's University to find out more.

When using a *'Passport to Learning'* at a validated '*Learning Destination'* children must ask a member of staff to record / document their visit. Children must participate in the accredited activity prior to their *'Passport To Learning'* being stamped and then the pre-agreed number of hours / credits for that particular activity are recorded. Passports must not be stamped for participation in activities that have not yet taken place or for activities that have been delivered prior to the organisation achieving validated status on the National Children's University website. **Hours gained at *'Public Learning Destination's'* cannot be back-dated, they can only be counted after the validation process is complete**. It is important that credits entered into a *'Passport To Learning'* are done so by a member of staff **(*not a parent / carer*)** and stamped using the agreed stamp / sticker logo (in the absence of a stamp or sticker an authorised member of staff may sign the passports).

Throughout their participation in the Children's University programme (from age 5 – 14) a child can only gain a maximum of 100 hours / credits from any one validated *'Learning Destination'*. Once this threshold has been reached the '*Learning Destination'* is not permitted to accredit any future learning for that individual. The Children's University aims to reward and encourage children's participation in a wide range of new learning experiences, not just participation in one individual activity.

It is essential to the coordination of the programme that '*Learning Destination's'* regularly enter participating children's attendance into the *'Passport To Learning.'* Each school will have their own arrangements in terms of collecting in passports and adding the hours to the overall school log. Please make yourself aware of school procedure for submitting passports and having the credits inside them logged.

If your child loses their *'Passport To Learning'* a replacement can be purchased through school. Unfortunately, if the '*passport'* contains participation hours / credits that have not yet been logged with the school coordinator, these may be lost forever. To include any missing hours, it would require confirmation of attendance being provided via any *'Learning Destination's'* that had previously entered hours into the lost passport. This type of scenario highlights the importance of having the *'Passport To Learning'* participation hours logged on a regular basis.

Every new *'Passport To Learning'* contains a condensed version of this information sheet.