Marking and Feedback Policy
Reviewed September 2024

Aims

- To form part of the overall formative assessment procedures
- To provide constructive feedback to every child, focusing on success and improvement needs against learning intentions; enabling children to become reflective learners and helping them to close the gap between current and desired performance.
- To provide information for parents to gauge their child's performance.
- To raise the standard of work in school.
- To inform the teacher and support staff about successes and misunderstandings and to enable future teaching based on this information.
- To enable children to see marking and feedback as positive in improving their learning.

The Head Teacher's responsibility will be to:

- Ensure that consistent codes of marking are used throughout the school and on display for reference purposes, according to each individual school's procedures.
- Monitor marking and feedback through children's work and discussion with children.
- Support staff in order to raise standards.
- Give recognition and praise for achievement and make children aware of any necessary improvements that need to be made.
- Ensure that marking and feedback is manageable for teachers and staff.
- Involve all adults working with children in the classroom.

Teacher's responsibility is to:

- Ensure that marking and feedback relates to learning intentions, which will need to be shared with the children.
- Give children opportunities to become aware of and reflect on their learning needs.
- Give recognition and appropriate praise for achievement.
- Give clear strategies for improvement.
- Allow specific time for children to read, reflect and respond to marking.
- Respond to individual learning needs
- Use assessment and marking to inform future planning and individual target setting

Support Staff's responsibility is to:

- Ensure that they are aware of the marking policy of the school and check with the teacher about the appropriateness of marking and feedback in their teaching situations.
- Ensure that the teacher is made aware of any difficulties and successes that a child may have.

Children's responsibility is to:

- Self-assess their work fairly against the learning wheel
- Understand and respond to feedback

Parents will be:

- Encouraged to take an interest in the progress of their children and to contact the teacher if they have any concerns about their child's learning.
- Encouraged to understand how marking and feedback can be used as a real tool for learning and improvement.

Marking

Teacher to mark in purple, children to write in black pen or pencil

Children:- edit work in green, peer/self assess in pencil

S / 🧍 = Adult led work (all other work is independent)

⭐ = Outstanding work/ Headteacher Award

`Work is Highlighted` = This is good

Sp = Check spelling

P = Punctuation

C = Capital letter

/ = New sentence

// = paragraph

= Child is unsure of spelling but wants to use this word (underneath the word)

^ = Missing word

• = Error with calculation

⬭ = Words to be substituted or improved

= Next step

Codes may be shown in the margin to encourage children to find their own errors

Staff will use their judgement as to when to use these codes and how many times they would use a specific code (no expectation to highlight every single error)