



Marking and Feedback Strategy – Appendix I

Codes to be used when marking written work

Pupils' work will be marked in pink and green pen, targets set and areas for development within a piece of work will be identified in green. Positive feedback and strong elements of a piece of work will be identified in pink.



Work is correct



Work is incorrect – response in purple pen

T

the tense needs checking



Spelling error – find and write the correct spelling above or in the margin



Word omitted – insert missing word above arrow

Purple pen **Child to respond to the target /challenge set by the teacher**

VF

Verbal feedback given

Indicating independent work

I

independent. This may be for Literacy or any non core subjects.

“Hot task”

indicated at the top of work (literacy)

Presentation of work

Key Stage 1

Pupils will write the short date on each piece of maths work in the margin. The long date will be used in Literacy

Erasers will only be used by pupils to correct written mistakes with the teacher's guidance.

Key Stage 2

Where pencil is used to record written work, erasers will be used by pupils to correct written mistakes (with teacher guidance)

Where pen is used to record written work a small cross will be written beside mistakes.

Marking and Feedback Strategy

Aims

1. To make our approach to providing feedback on pupils' work explicit.
2. To encourage pupils to raise their achievement and to develop their self-esteem by giving feedback that is positive but developmental. .
3. To ensure consistency of practice throughout the school.

4. To use a common set of symbols to enable children to understand that throughout their time at this school the purpose of marking is:
 - to recognise those areas of school work that are good and to improve upon them;
 - as a means of giving encouragement towards producing work of a high standard;
 - to indicate to children what happens next - ensure progression and challenge;
 - for teachers to know what the children have achieved, to assess progress and areas to improve.

Why are we marking in this way? Purpose

- Marking of children's work can have different roles and purposes at different times and can involve both written and verbal feedback.
- Whenever appropriate/possible, teachers should provide individual verbal feedback to children (VF).
- Teachers should look for strengths (pink pen) before identifying weaknesses/ areas to improve (green pen) when marking work.
- Marking should relate to learning objectives and success criteria, which have been shared with the children.
- To encourage self and peer marking, children will use a purple pen in books to self assess to the learning objective or success criteria, or use the purple pen to improve or correct their work. (from year 2)
- Marking procedures and marking standards should be consistently applied across the Key Stages and school.
- There needs to be an awareness on the part of the pupils of what is expected of them.
- Parents/ Carers should know school's marking procedures. This policy will be available on the school's website.

When will marking take place?

The following are expectations for marking children's work should be implemented by all staff:

- Children's work should be marked whilst or, as soon as possible after completion, and if possible, in the presence of the child.
- Work should be corrected according to the curriculum focus eg Science.
- When marked work is returned to children there may also be some kind of verbal feedback either individually, group or as a class.
- Where appropriate a brief written comment, positive and constructive should be made on the work. This comment should also be linked to the learning objective, and **time to respond must be given at least twice in a week in English**, for Learning Journals, once. (purple pen).
- Acknowledgement marking, (closed marking) will also be used. Correct (tick), incorrect (dot).
- Closed marking will be used for Power Maths, including self and peer marking (all teacher led)

- KS1 pupils will use “tick and fix” (self marking) in RWI. English books will be marked in pink and green by the teacher.
- “Hot task” assessed writing will be highlighted to cross reference with Criterion Scales
- Staff other than class teachers ie supply teachers (ST), trainee teachers(TT), teaching assistants(TA) will initial work they have marked ST,TT,TA.
- Homework will be marked by the teacher who sets it.

Monitoring and Evaluation

The implementation of this policy will be monitored by the SLT and subject leaders who will review samples of work from each class regularly.

Review of Policy

This policy will be reviewed bi- annually

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