



Policy for Feedback and Marking Policy 2022		 
Date of policy:	September 2022	Committee: Full Governing Body
Next review:	September 2024 Review Period: 2 Years	

Excellence For All Through Jesus' Love

As a school we believe that effective marking enables all children to achieve.

We believe the purpose of marking is to...

- To celebrate success and raise self-esteem.
- To ultimately raise standards.
- Provide feedback to the children about their work and allow them time to act upon that feedback.
- To assist in establishing the next steps for learning.
- To develop pupils' thinking skills.
- To assist in formative and summative assessments.

We will aim to achieve the above by...

- Providing instant feedback (verbal and written as appropriate) to the child within lesson time, so that they can respond quickly and make progress.
- Providing verbal feedback as a preferred approach where possible.
- Ensuring next steps for learning are clearly planned for.
- Feedback and marking will encourage children to use their learning behaviours.
- Independent learning is encouraged by pupils to spot their own mistakes, correct errors and edit and improve their work.
- Using what we have learnt from marking to plan next steps/lessons, so that over time, attainment and progress are good for pupils.
- Children will gain skills to retain knowledge for a long period of time.

All Marking

- Every piece of work will be marked and the model handwriting policy used.
- The entire L.O. will be highlighted in yellow when achieved.
- The letters L.O will be highlighted in orange when the child needs consolidation or post teaching intervention.
- Orange highlighting will be picked up by TA intervention or by the Class teacher at an appropriate point. Then highlighted yellow when achieved.
- Success Criteria will be used for children to self-assess their work.
- Children will use purple pen to edit their work using the success criteria.
- Teacher will use pink pen to identify errors
- Support staff will use green pen to identify errors
- Children will correct mistakes and complete any gap tasks in purple pen.
- Teachers will occasionally give gap tasks (GT) for pupils to move learning forward/address a misconception.
- Teacher comments will be short using key words or symbols.
- Work will be marked before the next lesson.

RE

- The entire L.O. will be highlighted in yellow when achieved.
- The letters L.O will be highlighted in orange when the child needs consolidation or post teaching intervention.
- Reflective/higher order questions will be used to show further progress.
- Marking will reflect the L.O.
- Teachers will identify spelling mistakes that are subject specific.

Maths

- The entire L.O. will be highlighted in yellow when achieved.
- The letters L.O will be highlighted in orange when the child needs consolidation or post teaching intervention.
- Pupils will self-assess using hashtags; #Got It, #Getting There, #Help Needed, using purple pen.

English

- The entire L.O. will be highlighted in yellow when achieved.
- The letters L.O will be highlighted in orange when the child needs consolidation or post teaching intervention.
- Teachers will give at least one Gap task (maximum of 3) for each piece of extended writing.
- Key spellings will be corrected in every piece of writing.

Spellings			
EYFS	KS1	LKS2	UKS2
HFWS matched to phonics phase should be underlined in pink pen and the child to practise writing x3 copying the example	Common exception words should be underlined in pink pen and the child to practise writing x3 copying the example	'Sp' in the margin for children to find the word. Children to use a dictionary and practise writing x3	'Sp' in the margin for children to find the word. Children to use a dictionary and practise writing x3 If the same word is spelt incorrectly in several pieces of work then a gap task can be given e.g. to create a mnemonic for this word

Wider Curriculum

- Teachers will only correct subject specific spellings.
- Gap Tasks will be included if the LO has not been met.
- In each unit an extended piece of writing should be completed and this will be quality marked.

Marking expectations for support staff

Working with a small group:

- The entire L.O will be highlighted when achieved.
- The letters L.O will be highlighted in orange when the child needs consolidation or post teaching intervention.
- Support staff will use green pen to identify errors

Covering a class:

- Support staff will provide instant feedback within lesson time. Correcting errors and addressing misconceptions in the moment where possible.
- At the end of a lesson, support staff will ensure as a minimum that L.O's of those who need consolidation or post teaching intervention are highlighted orange so that the class teacher can address this at an appropriate point.

Marking Codes

✓	Correct answer
<u> </u>	Underline relevant mistakes
Sp	Spelling
H	Homophone
P	Punctuation
VF	Verbal Feedback
GT	Gap Task
S	Supported
HP	House point
Teacher- mark in pink pen Support Staff- mark in green Pen	