Feedback and Marking Policy

Date Approved: 23/05/17

Date to be reviewed: May 2018

Signature, Chair of Governors: [redacted]

Signature, Headteacher: Anna Bedman

Marking checklist

All work to be read and acknowledged, with comments as necessary;

- At least **one piece of work per week** in Literacy and Maths to have more detailed marking with **next steps** detailed for the children.

- At least **once a week** in Literacy and Maths children given a **task to complete (Green Pen Challenge) in response to comments** made by the teacher.

- Where a response is required, **a sticky tab is placed at the side of the page**, sticking out of the book, or **a child will be directed to the challenge by their class teacher**, so the child can see something needs to be done.

- Response time will be built into the school day where needed.

Marking and Feedback Non Negotiables

Teachers will use red pens to mark
Pupils will use green pens for response/editing

All work will have the following:

- Learning Objective
- Success Criteria where appropriate
- Date
- Support (Teacher, Teaching Assistant, Independent, Pairs, Groups, Peer Support)
- Evidence of Pupil self-assessment (Understanding/Presentation) Secure, Green (G), Some support, more work needed, Amber (A), Not achieved, Red (R)
- Teacher highlights Learning Objective (G, A, R, highlighter) indicating level of achievement
- Verbal feedback recorded (VF)
- Teacher comments/Next steps, one piece of Maths and Literacy a week
- Green Pen Challenge (GPC), children are offered a challenge/consolidation question at least once a week in Literacy and Maths
- Yellow highlighter to be used to highlight incorrectly spelt high frequency words.

Marking Slips may be used across the school, progression will be seen from EYFS - Year 5/6.