

FEEDBACK AND MARKING SCHOOL POLICY

Updated June 2018

- The school policy can be found on the website and in staff planners. All departments have their own marking and feedback specific policy in line with the school policy.
- Marking by staff should be in GREEN pen.
- In depth marking should take place in line with departmental policy. This marking should include a comment on effort or approach to learning and an attainment grade.
 - It will also include targets for improvement or give opportunities for challenge. The code T (Next steps to improve) will be used to feedback to the student and agree next steps:-
- Routine marking – should take place every 6 lessons or after a piece of homework – providing formative feedback.
 - Routine marking can use a range of strategies and can be in the form of teacher, peer or self assessment.
- Dedicated Improvement Reflection Time (DIRT) should be used where students need to improve/extend their work as a result of verbal or written feedback given.
 - Improvements and responses are made in RED pen by the student.
 - Where appropriate these improvements will then be acknowledged using the plus sign code ⊕
- Use codes to distinguish between classwork (CW) and homework (HW).
- Literacy should be marked using the code L to identify spelling, punctuation or grammar errors. A literacy focus will be given every half term and teachers should make this a literacy priority for that period of time.
- Differentiation in assessments should be used where appropriate, providing opportunities for stretch and challenge.