



St Joseph's Catholic Voluntary Academy



Part of the Corpus Christi Catholic Academy Trust

“Believe Achieve, Succeed”

Under Saint Joseph's guardianship and protection, we will be supported to achieve and succeed in the things the Lord wants us to do.

Marking & Feedback Policy

Reviewed: September 2016

Main Principles

M	Marking Promptly
A	Appropriate to child's age
R	Reflect on the objective
K	Key areas for development
I	In a contrasting colour
N	Neat and clear
G	Give praise and keep it positive
T	Talk/Verbal feedback is the most effective
I	Involve the children and allow time to reflect on comments
M	Main responsibility lies with the teacher
E	Ensures consistency and progression.

Guidance for marking:

Learning Journeys

- Each class will display a set of layered targets which will form the basis for marking in Learning journeys. These will be changed termly to reflect the needs of the class.
- In year groups teachers to agree useful symbols to be understood by the class they are working with. These symbols should be shared with the children and displayed in the classroom.
- All work will be dated.
- All work will begin with a Learning Objective (LO).
- If the LO is achieved through the piece of work it will be ticked.
- If the LO is not achieved the teacher has 3 options
 1. Write a comment in the child's book.
 2. Write a comment in their mark book to address the learning point with the whole class at the beginning of the session.
 3. Indicate in the child's book through the use of a speech bubble that verbal feedback is needed. Speech bubble to be ticked when feedback received.

Maths Books

- Children mark their own book at the end of each teaching session (teacher to check for accuracy).
- Mis-understandings are picked up during the teaching session and intervention to try and close the gap takes place on the same day.
- Maths journals are not formally marked. Corrections will be made if appropriate e.g. reversal of numbers.

Big Write & Big RE

- The work in Big Write & Big RE books reflects the culmination of learning over a period of time and therefore the marking needs to be more detailed.
- Teachers will mark against the layered targets and the LO.
- The use of **green** highlighter to promote positive aspects and **pink** highlighter to draw attention to errors or areas for development within a piece of work.
- Positive comments and guidance to pupils to move their learning forward
- Pose an open question specifically related to the LO to think about next steps if appropriate
- If you wish the children to complete some corrections or a next step task draw a **pink** highlighted box.
- Ensure that in Big RE, Diocesan assessed pieces are levelled.

RE Books

- Please refer to RE policy for more detail.

All Other Books

- Light marking to acknowledge completion and effort.

Notes:

- Teachers' handwriting needs to be legible as a model for the child and in a contrasting colour to the child's work.