



## **Feedback, Marking and Presentation Policy September 2023**

### Introduction

At Whaley Thorns Primary School, we believe that feedback is an integral part of assessment and planning and is an essential tool to accelerate learning via a reactive teaching approach. Feedback, whether given orally or via 'in the moment' marking is used to raise self-awareness and gives focus for the next learning steps, thus improving engagement and raising attainment.

### Aims

For the children:

- To give praise, raise self-esteem and encourage children to value their work.
- To ensure a consistent approach to marking throughout the school.
- To give clear strategies (next steps) for improving learning.
- To give continuous and focused communication with the child.
- To raise expectations and standards.
- To allow children to evaluate their own performance.

For the staff:

- To provide constant focused assessment opportunities which will be used to inform planning.
- To assess a child's performance against stated learning objectives.
- To inform next steps.

### **Key principles for marking written work:**

- All work, should be marked in accordance with this policy. **Teachers will mark in blue pen.**
- It is the aim that for maximum impact, the majority of work will be marked within the lesson and not done remotely.
- Verbal feedback will be given to allow children to move on within the session
- Children should be given plenty of time within lessons to improve their work, address identified misconceptions and edit and redraft work. **Children will do this in purple pen.**
- Opportunities for self-assessment and Peer Marking will be planned for.

- Spelling errors or 'technical' vocabulary, punctuation and grammar will always be corrected in any curriculum area to ensure skills are consistently transferred across subjects and to ensure that expectations remain high in all books.

### Presentation:

- Children should write the date on the top line (left). This will be in full written date form from Year 2 upwards and numerically in mathematics.
- A line will then be missed.
- The learning objective will then be written, indicated by abbreviation L.O:
- It will be up to teacher/ SENDCO professional judgement as to whether it is more appropriate for the date and LO to be stuck into books, enabling the pupil to remain focused on the work itself.
- Children will write using pencil, although pen should be used consistently once a child has earned their 'pen license'.
- Children must not write or draw in the margins or on the covers of their books.


### Marking Codes:

**A circle around a word**  = replace with an improved synonym.  
They will do so in purple pen.

**In EYFS / Key Stage 1- A line under a word or part of a word** = This is the part of the word that is not spelt correctly. The child must correct the part of the word above in purple pen.

**In Key Stage 2- An 'sp' marking code in the margin.** The child must independently find the spelling error within the same line. The child must correct the spelling in purple pen.

**In Key Stage 2- An 'gr' marking code in the margin.** The child must independently find the grammar error within the same line. The child must correct the grammar in purple pen.

An omission  in between two words = indicates that the child needs to add something.



This symbol represents 'Next Step' for more personalised and specific feedback.

A ● indicates that a calculation is incorrect.

### Key principles for marking Maths work:

- All work, should be marked in accordance with this policy.
- It is our aim that the majority work will be marked within the lesson. It is encouraged, as pupils get older, that they learn to mark their own corrections where appropriate for swift self-assessment AFL.
- Verbal feedback will be given to allow children to move on within the session.
- Children should be given plenty of time within lessons to make corrections, indicated by ●  
They will do this in purple pen.


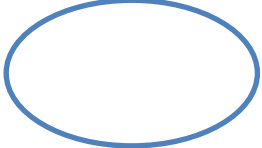



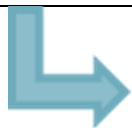
### Monitoring:

We will ensure that these guidelines are being used consistently throughout the school by regular sampling of marked work. This will be carried out by the Principal, Phase Leaders and Subject Leaders. Feedback on the implementation of the policy will be given during staff meetings or with individual members of staff. The Standards Committee of the Governing Body will monitor the implementation of the policy.

This policy must be read in conjunction with the handwriting policy.

This policy will be reviewed annually.

# Feedback and Marking

	<p><b>Great example!</b> <b>Correct answer.</b></p>
	<p><b>Please choose a better quality word.</b></p>
<p><sup>ea</sup> <b>sweet</b></p>	<p><b>Correct the spelling of the word or the underlined part.</b></p>
	<p><b>You must independently find the spelling error within the same line.</b></p>
	<p><b>You must independently find the grammar error within the same line.</b></p>
	<p><b>Add something here.</b> <b>A word is missing.</b></p>
	<p><b>Your teacher wants you to improve your work further.</b></p>

