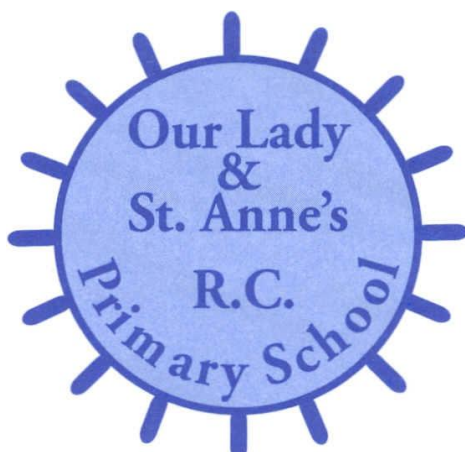




# Marking Policy

## 2017-18



School: Our Lady & St Anne's RC Primary School

Head Teacher: Michael O'Brien

### Named personnel with designated responsibility for: Marking

Academic year	Designated Lead	Head Teacher	Chair of Governors
2017-18	Elizabeth Baker	Michael O'Brien	Christine Baker

### Policy review dates:

Review Date	Changes made	By whom	Date Shared
October 2017	Policy Reviewed, no changes	Elizabeth Baker	October 2017



## **Safeguarding Statement:**

At Our Lady & St Anne's RC Primary School we respect and value all children and are committed to providing a caring, friendly and safe environment for all our pupils so they can learn, in a relaxed and secure atmosphere. We believe every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by, or invited to deliver services at Our Lady & St Anne's RC Primary School. We recognise our responsibility to safeguard all who access school and promote the welfare of all our pupils by protecting them from physical, sexual and emotional abuse, neglect and bullying.

## **Aims**

Marking of pupils' work in all areas should be regarded as a regular means of formative assessment that is linked to the learning goals for their work and ultimately the child's target. Marking should be a positive experience for a child. It should focus on what the child can do, the effort that they have made and help them to understand how to continue progressing. Wherever possible marking should provide the child with opportunities to reflect upon their learning, correct and move on.

## **Purposes of Effective Marking**

- Provide clear feedback to children about strengths and areas for improvement in their work.
- Encourage pupils to continue to challenge themselves in subsequent lessons.
- Recognise, encourage and reward children's effort and progress.
- Focus on areas of learning where groups and individual children need specific help.
- Provide a record of children's progress.
- Establish progress towards set targets for literacy and numeracy.
- Inform planning and future learning.
- Help parents understand strengths and weaknesses in children's work.

## **Types of marking**

- Teachers' comments should be positive, constructive and reflect the lesson objectives.
- In subjects other than English, teachers should mark against the learning goal and not the child's ability in written English.
- Teachers are to write questions or set challenging tasks to extend the learning where possible.
- Teachers' comments will indicate what the child should do in order to make progress.



- Teachers should use differentiated marking codes (See Appendix 1).
- Housepoints (indicated by 1hp) may be given to reward good work, progress or effort.
- Teachers' marking will be in red
- Peer marking will be in purple
- Children's self-assessment will be in green.
- Teachers will highlight any work linked to the target using a yellow highlighter.
  - Teachers can use a pink highlighter to support children with editing.

#### Frequency of marking

- Marking may take place during the lesson. This allows for immediate feedback particularly in mathematics or when spellings are being checked.
- All work will be marked before the next session of that subject.

This policy will be reviewed by the Assessment Co-ordinator and Senior Leadership Team every 2 years.



## Appendix 1

Date (Long Date)

Underline (with a ruler)

Miss a line

Goal – your Learning Goal

Underline (with a ruler)

Miss a line

Start

### Marking Help

I Independent Work

S.W. Shared Work

P.W. Partner Work

S Supported by an adult

V Verbal feedback given

Green pen = self-marking

Purple pen = peer –marking Red

pen = teacher feedback Yellow

– I love it!

Pink = Think Pink. Can you make it better?

Green = Can you think of a different word?

### **Codes**

Sp = Spelling

G = Grammar

V = Verb

^ = Word Missing

P = Punctuation

Ⓟ = Punctuation not needed

C = Capital letter

€ = Capital letter not needed

Reviewed October 2017