



Marking Policy

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Marking Policy

Aims

- To provide a consistent approach to marking throughout school.
- To provide helpful feedback to individual children.
- To aid ongoing assessment of pupil's progress linked to learning objectives.
- To help with future planning.
- To raise standards in all core areas.
- To ensure that all children reach their full potential.

What is marking?

Marking is recognition that someone has checked out the quality of what has been produced. It needs to identify strengths and areas to develop, through oral or written remarks, to help provide guidance on how to develop ideas and concepts further.

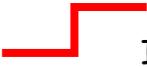
Who does the marking?

- If the nature of the work is relatively mechanistic, or the evaluation is within the scope of the child, the children should mark their own work.
- Another child should be involved in the marking when the success criteria is displayed and fully understood, thus encouraging the children's evaluation skills.
- The teacher should undertake the majority of the marking, especially when the complexity of the work needs analysing and decisions need to be made about what needs doing next.
- The teacher is responsible for overseeing all marking that takes place within the class, although when appropriate the Teacher Assistant may support the marking process.

How do we mark?

Literacy

Highlight learning objectives achieved, partially achieved or not achieved using learning objective stamper. This will allow children to see at a glance if they have achieved, partially achieved or not achieved the objective of the lesson.

 If the learning objective has not been achieved or if it has only been partially achieved then next steps are needed. These should be identified and completed as part of the following lesson or morning work when appropriate.

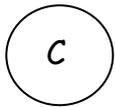
A positive comment can be used to celebrate a child's work when appropriate.

In addition to this Best Write highlighting can also be used when appropriate e.g if a piece of good vocabulary is used etc.

Maths

Highlight learning objectives achieved, partially achieved or not achieved using learning objective stamper. This will allow children to see at a glance if they have achieved, partially achieved or not achieved the objective of the lesson.

The following symbols should also be used:



Correction needed - this should be placed next to the area the correction is needed.



A tick needs to be given to each element of a question i.e. working out



Next steps should be written alongside a next challenge where appropriate. Once identified these should be completed as part of the following lesson or during morning work where appropriate.

Best Write

Best Write should be marked as follows:



Highlight where the children have met the objective, used something that has enhanced their writing, used punctuation correctly

A comment should then be made on what elements were completed well and which areas need improvement - A next step.

Topic Work

Highlight learning objectives achieved, partially achieved or not achieved using learning objective stamper. This will allow children to see at a glance if they have achieved, partially achieved or not achieved the objective of the lesson.

The following symbols should also be used:



A tick indicates that the work is correct

WRITING Red writing indicates that the work needs improvement



Next steps should be written alongside a next challenge where appropriate this should always be done when numeracy and literacy work appears in topic books.

Positive comments can be used to celebrate children's achievements.

Expectations

- ✓ Links should be made between maths, literacy, best write and topic work where ever possible with a minimum of one example per half term.
- ✓ Anything topic based should be placed in topic books, this includes any maths, best write or literacy work.
- ✓ Exceptional work should be awarded with a merit in accordance with our behaviour system.
- ✓ If appropriate children should be encouraged to mark their own work using the colour system - this should be done in coloured pencil.
- ✓ Our marking code should be displayed in classrooms so children are fully aware of the system.
- ✓ Time for children to make improvements should be built into your timetable e.g. morning work or registrations.
- ✓ Verbal feedback and highlighting can be completed during lessons whilst walking amongst the children.
- ✓ Targets are informed by next steps and ALL pupils should know these VERBALLY.
- ✓ Level descriptors for maths and literacy should be stuck into the front of topic books and highlighted appropriately.
- ✓ Targets for literacy should be displayed in literacy, Best Write and Topic books.
- ✓ Targets for numeracy should be displayed in maths and topic books.

Marking Code

Mark	Meaning	Where	By Who
	Successful use of vocabulary	On the word	Teacher or pupil
	Successful use of opening word	On the word	Teacher or pupil
	Successful use of punctuation	On the word	Teacher or pupil
	Successful use of connective	On the word	Teacher or pupil
.	Improvement needed in this area	In the text	Teacher
	Correction needed	Next to the area needed to be corrected	Teacher
✓	Correct answer	Next to the correct element	Teacher
/ //	New sentence needed New paragraph needed	In the text	Teacher
✓	Work is correct	In the text	Teacher
WRITING	Improvement is needed	In the text	Teacher
	Next step needed	At the end of the text	Teacher