

Christ the King Catholic Primary School



Making a difference by
Inspiring a love of life and learning
We build strong foundations within
God's loving hands

Marking and Feedback policy

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		Chair of Committee	
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Rationale

It is important to provide a **positive and consistent approach** to the evaluation of all children's work. Children need to be given the opportunity to reflect on and develop their work in order for them to achieve their potential.

Principles

Children have **the right** to have their work **acknowledged**, to be given verbal or written feedback on their achievements and to be given advice for their further learning.

Feedback informs all participants in the learning process of the progress made and **feeds into the next cycle of planning** for teaching and learning.

Regular marking keeps the teacher in tune with the individual needs and abilities within the class and helps to **raise standards**.

Purposes

- To enhance future planning of a child's work
- To develop children's work whilst providing continuity and progression
- To monitor children's learning
- To assess and evaluate the teaching and learning process
- To give both the teacher and child the opportunity to reflect on work produced, and understand how it might be improved
- To encourage the children to take part in, and responsibility for, their own work
- To act as a mechanism to show that the work has been seen and valued by the teacher

Guidelines: Teachers

- All staff should write legibly and model good practice
- Mark in green pen only. Use a green highlighter and pink highlighter for 'next step' marking
- Spelling will be marked according to the year group key words, spellings linked to topics and the individual child or year group below
- The symbols on the attached sheet will be used by all staff when marking work to ensure continuity and progression for the children across the school.

Guidelines: Pupils

- Children to write on alternative lines to support the editing of work
- Children should be given time to read/reflect on/respond to marking
- Purple pens will be used across the whole school from Year 1 to Year 6, for editing, marking and revising a piece of work. In addition to this, KS2 pupils will use purple

pens in Maths




- *Peer marking* and *self-marking*: At times it will be appropriate for children to mark their own work or peer mark work.

Conclusion

It will be the intention of all the staff to adhere to this policy in order to show value to the pupils for the work they have done and provide a consistent approach for children in the assessment of their work.

Guidelines for Marking at Christ the King Catholic Primary School

Maths and all subjects except English







Symbol	Use
	Green biro dot to show incorrect answers
	Green biro tick to show correct answers
	Pink highlighter paw print to indicate a next step which needs completing by the pupil
Purple pen	Pupils' self-marking with a purple pen
Green pen	CTK staff to mark with a green pen

No highlighting the Learning Focus

RE: Highlight on the children's work evidence towards the Learning Focus within the piece of work.

English

- **All short burst and end of unit** writes will be marked
- **Short burst write**
 - Highlight in green at least **three** successful aspects
 - Highlight in pink at least **three** examples of non-negotiables and/or focus grammar which are incorrect
- **End of unit write**
 - Highlight in green at least **three** successful aspects
 - Highlight in pink no more than **three** examples of non-negotiables and/or focus grammar which are incorrect
 - Complete the success criteria table (see below)
 - Provide a written 'next step' for pupils to complete, linking to the success criteria
- Children should be given time to read/reflect on/respond to marking

Symbol	Use
	Underline successful aspects in green highlighter
	Underline errors relating to non-negotiables or focus grammar in pink highlighter
	Pink highlighter paw print to indicate a next step which needs completing by the pupil
	Success criteria: green biro dot to show the area was not met
	Success criteria: green biro tick to show the area was met
	Success criteria: green biro tick and dot to show the area was partially met

Success Criteria: Blank

Success Criteria						
Support	Independent	Teacher	TA	Group	Paired	
Text Type		Purpose		Audience		
Grammar					Child	Teacher
Unit grammar focus #1						
Unit grammar focus #2						
Author's style focus						
'Year X' non-negotiables						
Presentation of work						

Success Criteria: Example (Year 3)

Success Criteria						
Support	Independent	Teacher	TA	Group	Paired	
Text Type	Instructions	Purpose	To help the reader tidy the local park	Audience	Local community	
Grammar					Child	Teacher
Use 'because', 'that', 'if'					✓	✓
Use prepositions					✓	●
Use power of three					●	●
Year 3 non-negotiables					✓ ●	✓ ●
Presentation of work					✓	✓

Codes

Symbol	Use
VF	Verbal feedback given between teacher and child.
I	You are working independently in KS 1 only
S	You are being supported by an adult
GG	Guided Group Work
ST	Marking by a supply teacher
TL	EYFS only: Teacher Lead
TG	EYFS only: Teacher Guided
CI	EYFS only: Child Initiated