



ALL SAINTS RC SCHOOL, YORK
Diocese of Middlesbrough



MARKING AND FEEDBACK POLICY

“Entrust your work to the Lord and your plans will be achieved.” Proverbs 16:3

1. Principles of the Policy

It is important to ensure that firstly, all students have pride in their work and secondly, students’ receive feedback that improves their learning and builds self-esteem. It is widely acknowledged that feedback plays a major role in the progress of students and at All Saints’ we value all types of feedback including:

- Verbal
- Self and peer
- Written (marking)

Feedback is most effective when the student knows:

- the purpose of the task;
- how far they have achieved the task (their successes);
- how to move closer towards their learning goals (their targets);

Research shows that: ‘Feedback should be more work for the recipient than the donor’ Dylan William and therefore a key principal of the policy is that students must act upon feedback provided by teaching and TAs.

2. Aims

- To ensure that feedback has the greatest impact on student progress.
- To ensure time dedicated to feedback is ‘meaningful, manageable and motivating’.
- To enable written feedback to be an effective tool for developing knowledge and understanding.
- To develop an interactive process that requires students to interact with feedback and next steps for progress.
- To provide lesson time (DIRT – Dedicated Improvement and Reflection Time) for all students to respond to teacher written feedback.
- To ensure all students take pride in the presentation of their work and are able to use their own books/folders for revision.

3. Implementation:

- a) Teachers will provide feedback that is regular and timely (this will take the form of verbal, self-peer or written)
- b) Written feedback:
 - When returning a class set of marked work, feedback should be on two levels: 1) whole class (addressing common errors) which could be oral & 2) DIRT response where students work on individual feedback.
 - Written feedback will be provided at timely intervals and will be precise and focused on development. Students will respond to feedback for key pieces through dedicated time in lessons (see below)

- At the end of key pieces of work, comments on a success (S) and a target (T) for improvement will be made.
- There is no expectation to complete ‘tick and flick’ maintenance marking; work will however be monitored via positive points/self-assessment/peer assessment/verbal feedback.

c) Dedicated Improvement & Reflection Time (DIRT):

For DIRT strategies - See teachers Feedback Notes for Guidance (see staff handbook in staff admin)

- DIRT must be completed regularly with work so that students engage with the feedback provided.

d) Presentation:

- Students must be reminded to be prepared for learning by being fully equipped for each lesson with a pen, pencil, ruler and rubber plus appropriate equipment for specific subjects.
- Exercise books/planners and folders should not have any graffiti.
- Write in blue or black pen and draw in pencil. For colouring use pencil crayons rather than felt-tip pens.
- Each piece of work should have a title and date which are underlined with a ruler.
- Number the answers in the margin (pages need margins).
- If you make a mistake, cross out using one straight line drawn with a ruler.
- Write HOMEWORK next to each piece of homework so it is easy to find.
- Students with folders should have 1 per subject or teacher.
- The folders should be clearly sectioned by topics using dividers and checked once per half term by the teacher.

e) Codes for written work:

pp poor presentation	<u>Literacy:</u>
u underline (e.g. title)	Sp spelling is incorrect and needs correcting
Eval. evaluate	Pu punctuation is incorrect and needs correcting
Dev develop further	Exp expression of idea could be clearer/needs re-phrasing
Why? explain why this is the case	Cp capital letter needs correcting
✓ good point	SS sentence structure needs altering or variation
✓✓ excellent point	// new paragraph
? I don't understand this	Vocab improve vocabulary choice
SW/SM show working/show method	
ATQ answer the question	
LTQ link back to the question	
I irrelevant point	
P be more precise/exact	
Rep repeated point/repetition	
Label label diagram/axis	
Diagram draw diagram	
Units add any necessary units	
WO write equation out/write formula out	
SIM simplify answer	

4. Roles And Responsibilities Of Staff

- Teachers will implement this marking policy.
- Subject Leaders will:
 - Ensure that the School Marking Policy is understood by members of their department.
 - Use book reviews and learning walks to assess the quality, frequency and accuracy of marking.
 - Use departmental teaching and learning time to promote good practice.
- Senior Leaders will support Subject Leaders in their monitoring role.

5. Monitoring, Evaluation And Review

The Governing Body will review this policy every two years and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the school.

6. Availability

This policy will be available on the school website and upon request through the Headteacher's Secretary.

Person Responsible:	Deputy Head Teacher Standards and Achievement
Reviewed by:	Governors' Curriculum Committee
Last Reviewed:	2016~2017
Next Review:	2018~2019