

# ST. HELEN'S CATHOLIC INFANT SCHOOL



## Effective Feedback and Marking Policy

<b>Written by</b>	<b>Date</b>	<b>Ratified by</b>	<b>Date</b>
S. Rainsford	2018	Governors	2018

To be reviewed	Annually	Every 3 Years
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Reviewed on	Reviewed by	Next review date
May 2021	A. McAuliffe	May 2024
May 2024	A. McAuliffe	May 2027

## Effective Feedback and Marking Policy

### **Intent:**

- To ensure a consistent approach by all staff to the feedback of children's work
- To ensure that all children fully understand the feedback given and that it informs them of their progress in all subjects, throughout their time at school

### **Rationale**

Every child is entitled to informative and encouraging feedback to enable him/her to fulfil their learning potential.

At St. Helen's Catholic Infant School we consider the following principles form the basis of our Effective Feedback and Marking policy.

### **Children's work is marked in order to:**

- Provide feedback directly to the children, ourselves and other teachers, parents and outside agencies
- Encourage children to value their work
- Ensure children are aware of their progress
- Monitor children's understanding alongside our own teaching.
- Use as an assessment tool to inform next steps in planning leading towards differentiation and target setting

### **Organisation and Planning**

In both EYFS and KS1 we use green for positive comments and positive marking and orange when identifying next steps in learning..

We provide positive and constructive feedback through the following ways



- Visual responses (See Appendix 1)
- Verbal responses
- Written responses.
- Although not every piece of work needs a written comment it will always be acknowledged by being dated and given a marking symbol,
- Written comments should encourage and build confidence, develop resilience, recognise achievements identify needs
- Written comments may also provide an opportunity for children to respond
- Opportunities for self-evaluation and evaluation by others may be planned through either verbal or graphic stimuli or discussion from time to time with individuals or as either a paired, small group or a whole class activity

### **Monitoring and Evaluation**

This policy was reviewed and agreed by all staff.

*With Jesus alive in our hearts we celebrate each other and learn together as a family.*

## Our Marking Policy (Appendix 1)

Symbol	What it means
<b>GT</b>	Work that has been Guided by the Teacher in a Guided Group
<b>GT 1:1</b>	Work that has been Guided by the Teacher 1:1
<b>GLSA</b>	Work that has been Guided by the LSA in a Guided Group
<b>GLSA 1:1</b>	Work that has been Guided by the LSA 1:1
<b>I</b>	Work that has been completed Independently
<b>WCT</b>	Work that has been completed during a Whole Class Teaching Session
<b>PH</b>	Work that has been completed with the support of a Parent Helper
<b>VF</b>	Shows where Verbal feedback has been given to show a child how to improve their work
<b>AD</b>	Work that has been specifically given to a child to complete
<b>Teachers Initials at the end of a piece of work</b>	Work that has been taught by a teacher that isn't the class teacher
<b>PA</b> 	Work that has been assessed by their peers. A smiley face symbol is chosen and drawn next to the success criteria. The teacher will then add a tick if they agree with the assessment in relation to the Success Criteria and a comment if required.
 <b>(SA)</b>	Work that has been self-assessed. A smiley face symbol is chosen and drawn next to the success criteria. The teacher will then add a tick if they agree with the assessment in relation to the success criteria and a comment if required.
<b>*(orange)</b>	This indicates that the child needs more help with this success criteria (drawn next to the success criteria)
<b>*(green)</b>	This indicates that the child is showing some evidence of the success criteria but it isn't consistent yet (drawn next to the success criteria)
<b>** (green)</b>	This indicates that the success criteria is fully met (drawn next to the success criteria)
<b>Ex(green)</b>	This indicates an extension question or activity for the child