

# St. Anne's Catholic Voluntary Academy

## Marking & Feedback Policy 2023- 2024



Teachers and teaching assistants should be constantly giving verbal feedback to individuals throughout each lesson. This could be very brief, or it could be more in-depth. Verbal feedback does not need to be recorded – it is evident all the time during teaching.

All work is expected to be completed to a high standard. There should be high expectations for quantity and quality of work produced including presentation.

All poor presentation is to be challenged.

When a child is absent the teacher/TA should record that they were absent. This is essential for showing the effect of attendance on progress.

CT (cover teacher) should be written in the top left-hand corner of any work that hasn't been taught by the class teacher.

All teachers' handwriting must be in blue pen, neat, joined, and legible – it is a model example to the children.

SEND children should always have work that is appropriate to their needs and may require differentiated marking based on their personalised targets.

During independent/group activities live marking will take place. **Live marking is essential as it will immediately identify errors and address misconceptions.** Live marking will allow teachers/teaching assistants to identify good practice, celebrate this and display examples on the Working Wall for other children to magpie. Live marking also ensures mistakes / misconceptions are addressed immediately and the learning is moved on.

### Marking codes

**In all subject's** green highlighter is used by the teacher/TA to acknowledge that the child has met the specific skill/sticky knowledge point being taught.

Pink highlighter is used by the teacher/TA to show areas that need to be improved/edited based on the skill being taught, previous skills taught, or errors with the spellings of specific vocabulary being taught.

Teachers may tick work that doesn't require specific highlighting e.g., a matching activity, or a diagram using a blue pen.

Teachers may also write a question/comment in blue pen for children to improve and act upon.

**\*In Religion two pieces of work in every unit are to be marked with a question to move learning on.**

In Maths lessons, Teachers/TAs will indicate if a child has a question right by a blue Tick or dot if the child needs to fix the question. Green highlighter will be used for specific maths vocabulary used and pink to highlight spelling errors of Maths vocabulary.

Additional - Teachers may also choose to use their own stampers and stickers for additional motivation and reward.

PT	Post/pre teach
S	support
IV	Intervention
M	modelled
G	Guided
Green highlighter	Teacher/TA - to indicate skill/stick knowledge achieved
Pink highlighter	Teacher/TA - to indicate area to improve/correct
Purple pen	Child - peer marking
Red pen	Child – to tick/fix, improve or respond to marking.
Yellow/orange highlighter	Child- where skill/sticky knowledge has been achieved