



St Bede's Catholic Primary School

Marking Policy

Aim

The aim of the policy is to ensure clear understanding of the purposes, procedures and processes of effective marking and feedback to pupils regarding their work in order to maximise progress and support pupils in becoming effective learners.

Effective marking and feedback is integral to good teaching and learning processes. By empowering pupils to be actively involved in understanding how they are making progress, it helps to embed and accelerate learning.

Effective marking aims to;

- Inform the pupil what they have done well and what they need to do to improve.
- Support pupils' confidence and self-esteem in learning.
- Contribute to rapid and sustained progress for all children.
- Support teacher's assessment knowledge of each pupil in order to plan and refine next steps in learning.
- Develop consistent procedures across school, where pupils respond to feedback and evaluate their own learning.

Non – negotiable procedures for marking.

- ✓ All work must be marked in red ink.
- ✓ All marking must be in a clear legible hand following the school script. Print should be used for EY to KS1 and joined for KS2. Year 2 Greater Depth children should begin to receive their feedback in joined.
- ✓ The marking code must be displayed in the classroom.
- ✓ Feedback comments must be constructed to require a response by pupils, at an appropriate level of challenge and such tasks must be completed by children.
- ✓ **If the learning objective has been achieved this must be highlighted in yellow.**



How are the books set out?

All books are to be set out consistently across the school.

- Date (long in Literacy and Foundation subjects, short in Maths and Science) underlined
- Learning Objective – underlined (this can be printed and stuck into books for EY and KS1)

English Marking

All books should be marked and up to date. Year 2 pupils and all KS2 pupils should write in books with a margin. Supported work should be marked with a letter 'S' in the top right hand corner.

In all lessons, if the learning objective has been achieved, this must be highlighted in yellow.

Sp – highlights where a word is misspelt

g – highlights incorrect grammar

p – highlights incorrect punctuation

lf – highlights incorrect letter formation

(no more than 4 altogether in a piece of work)

Children should be allowed a short amount of time each lesson to check for sp, g, lf mistakes.

Each week, one piece of writing should be quality marked. This should begin with a date, learning objective and success criteria.

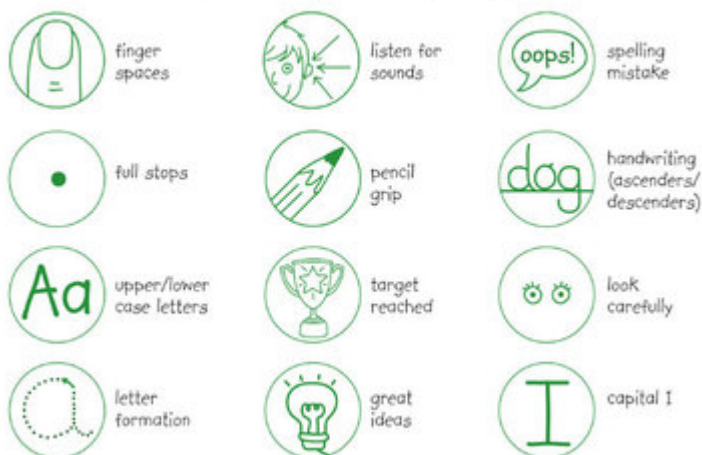
Success Criteria (extended writing) – Children should self-assess with a tick. Teachers can then highlight yellow to say when an SC has been achieved. Pedagogos pictures can be used for EY and KS1 success criteria.

| Success Criteria | |
|------------------------------------|------|
| I have used: | Tick |
| Use capital letters and full stops | ✓ |
| Use adverbs | ✓ |

For Early Years and Year One children the pedagogos writing stamps can be used to show the children where/how they can improve their work.



Target Stamps for Key Stage 1



In KS2, when the children have completed their work, they should edit with a **purple** polishing pen. This should be introduced in Term 2 of Year 2.

Yellow When identifying something the child has done well, this should have a yellow highlight.

Pink In a longer piece of writing, the children should be given a 'pink for think' challenge highlighted with pink in the margin. This should be used to move on their thinking/learning.

Responses to 'pink for think', sp, g, p and If should be written in **green** pen. This should be introduced in Year 1.

Maths Marking

All books should be marked on the day the children have completed their work.

Corrections should be indicated with a dot. Children should respond in **green** pen to these

Marking will be more detailed, where appropriate, to support children in their mastery journal.

If the learning objective has been achieved this must be highlighted in yellow.

Science, RE and foundation subjects

The learning objective must be displayed in the children's books and **highlighted yellow** if the learning objective has been achieved.