

# CANTRELL PRIMARY AND NURSERY SCHOOL



## MARKING POLICY

February 2017

## **Aims and objectives**

The aims of marking are:

- To provide information for children
- To provide information for teaching staff
- To provide information to wider audiences, including parents and professional agencies

## **Organisation and key principles**

- We will give a feedback comment related to the learning objective
- Where possible work should be marked in the presence of the child (especially when working with a key stage one child)
- Marking should take into account the effort a child has made (being aware of children with SEN or EAL)
- Every piece of work should be treated with respect
- Marking should be consistent within the classroom, teaching assistant and teacher marking in the same way
- Marking will always be in red pen
- Children should be taught how to edit and redraft their work, which will require less marking/support from the teaching staff so that they can produce a finished piece of work that is independent

## **Forms of marking used**

Marking may include:

- Verbal comment. Recorded with a V in the child's book
- Written comment (appropriate and intelligible to the child)
- Smiley faces, stickers, ticks, crosses
- Marking stickers/stamps
- \* and R for every third piece of work
- A target for future work
- Self-assessment by the child, including a RAG rating of the objective where appropriate
- Peer assessment using green pen

We have agreed that we will always:

- Mark every piece of written work (by the teacher, teaching assistant or the child)
- Date all work
- Ensure all work is neatly presented, including an underlined title
- Provide positive and clear verbal and / or written comments

## **Monitoring and review:**

The governing body is responsible for monitoring the way this marking policy is implemented.

The Headteacher is responsible for the day to day organisation of marking within school and that all work is marked in an appropriate way.

Subject leaders monitor the way their subject is taught, marked and assessed throughout the school. Marking should inform future planning, and subject leaders need to be aware of the general progress of teaching methods and subsequent marking throughout school.

This policy has been agreed by the staff and will be reviewed in two years from February 2017.

### **Marking symbols Foundation Stage**

AS Adult Support  
I independent

### **Marking symbols KS1**

Sp Spelling mistake  
ABC Capital letter incorrect  
P Check punctuation  
V verbal comment

#### Star and R

\* Positive comment.  
R Remember or remind or respond  
(Target for improvement or question)

### **Marking symbols KS 2**

Sp Spelling mistake  
ABC Capital letter incorrect  
P Check punctuation  
V verbal comment  
? Wrong word used  
/ start a new line  
// start a new paragraph

#### Star and R

\* Positive comment.  
R Remember or remind or respond  
(Target for improvement or question)