

Bligh Primary School



MARKING POLICY

Policy reviewed by
Policy date
Next review due

E Shea
June 2017
June 2019

Barnsole
Primary
Trust



Marking Work – Teachers Quick Guide

Which colour pen?

1. Green – Teacher/HLTA/TA/Supply teacher
2. Pink - Teacher/HLTA/TA/Supply teacher
3. Red – Pupil marking/editing own work (write 'me' in the margin/end of work)
4. Black – Pupil marking/editing someone else's work (sign their name at the end)

English

Learning Intention and Success Criteria.

- One clear learning intention for each day with clear success criteria.
- All success criteria to be numbered when completing AFL writing.

Main English Books

These books will evidence the immersion tasks and the long writing final product.

Long writing – each child will be expected to complete at least one piece of long writing every 2 weeks. Once the writing has been completed, a green highlighter must then be used to evidence the use of the success criteria. This must then be numbered so that it clearly links with the relevant SC. A specific, positive comment to be added to the bottom that lets the child know what he/she has done well. This should not be a developmental comment as this will be in the 'Learning Journey' books however if the child has clearly missed something out or has made a mistake in their final piece of work, this does need to be picked up on and a pink comment needs to be added to their work which children must then respond to by making the appropriate changes. Spellings must also be picked up on in all pieces of work including the final AFL piece. Maximum of three to be underlined and written correctly for the child to then practise.

- Well done Danny, you have used paragraphs to group your ideas.
Now go back and add inverted commas around your direct speech.

■ Writing Journey Books

This is where the main assessment for learning marking will take place. Children to draft their long writing tasks in these books.

Teachers to highlight parts of the draft work for children to go back and revisit. This shows the children where their work could be up levelled, spellings corrected and if they have not included the relevant success criteria. This is then to be followed up by a discussion between the teacher and pupil, or a developmental comment.

Writing journey books are to be presented at the same standard as main English books and both books will run alongside each other. **Highlighting in this book is to be pink. Pink to think.**

Guided Reading Books

1. Tasks need to be labelled to show which objective it is focusing on.
2. Correct answers need to be ticked.
3. . ? or X for incorrect answers.

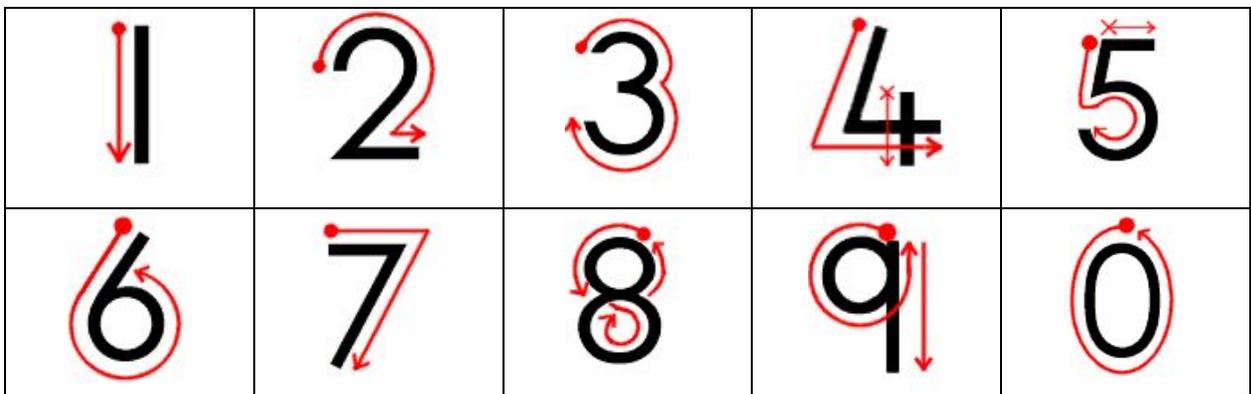
Magpie Books

These are the children's books to store their ideas. These do not need to be marked.

Maths

- A green highlighter is to be used to identify correct answers.

- A **pink highlighter** is to be used to identify incorrect answers. Children are to then correct these answers next to the original answer. Children are not to rub out incorrect answers once they have been identified in pink.
- At least one developmental comment a week, indicating next steps. These comments are to be indicated by a **pink line**.
- Attention is to be drawn to incorrectly oriented numbers. An example of the number is to be written at the bottom of the page (indicated by a **pink line**) and children are to re-write the number in order to practise.
- Photographs used as evidence are to be annotated by the children, referring back to the mathematical learning.
- Numbers are to be written by all adults and children using the following formation.



Pupil Self-Assessment on Learning Intention Stickers:

I	I completed this work independently.
C	I completed this work with other children.
S	An adult helped me with this activity.
A	I achieved what I wanted to learn and I am ready to move on.
P	I completed this work to the best of my ability. I will need more practise.

Supply Teachers, HLTAs and TAs:

- Supply Teachers and HLTAs have the same responsibility for marking as teachers.
- Teachers are responsible for all AFL marking. If teachers want HLTAs to AFL mark books they must allow them time.
- If agreed with the class teacher, a TA may write positive comments in a child's book and initial their comments.

- A dated post-it note can be added by the TA to identify any concerns for the teacher to read and keep with their planning.

Learning Walls:

- Learning Walls are kept in the front of a pupil's maths book and are to be updated twice every short term.
- The target objective should be labelled with a 'T' and dated (month and year – e.g. June 17).
- When achieved, the objective should then be highlighted in green and marked with an 'A'. This then needs to be dated to show when it was achieved (month and year – e.g. June 17).
- If objectives are achieved without them being a target, these should be highlighted in green and dated (month and year – e.g. June 17).