



Our Lady of Lourdes Catholic Primary School

MARKING POLICY

This policy statement is not to be read in isolation, but in conjunction with all other school policies.

At Our Lady of Lourdes Catholic Primary School, we believe that marking is an essential part of planning, assessment, teaching and learning. Responding to pupils' work through constructive comment acknowledges achievement, promotes positive attitudes and behaviour and leads to an improvement in standards.

Purpose

The purposes of our marking policy are:

- to assist learning
- to provide information for assessment and inform planning
- to encourage, motivate, support and promote positive attitudes
- to promote higher standards
- to correct errors and clear up misunderstandings
- to recognise achievement, presentation and effort
- to provide constructive feedback
- to show pupils that we value their work
- to allow pupils to reflect on their past performances and to set new targets together with the teacher.

Key Principles:

At Our Lady of Lourdes Catholic Primary School marking should:

- be obvious on every piece of work
- be constructive
- be related to needs, attainment and ability
- be related to specific learning objectives and curricular targets which the pupil should know in advance
- if appropriate, be accompanied by verbal comments
- follow consistent practice throughout the school



- ensure that pupils know how well they are doing and what they need to improve to make further progress
- where appropriate provide pupils with opportunities to assess their own work and that of others

Professional Judgement

Corrections should support the child's learning and it should be remembered that too many can overwhelm and demoralise the pupil. The ability of the individual pupil and the effort that they have put into a piece of work will always need to be taken into account when marking. Teachers must use their professional judgement when deciding how many corrections to mark.

Success Criteria

We know our policy is working if:

- there is evidence that work is being marked regularly
- marking informs future planning
- pupils acknowledge targets or 'next steps' and work towards achieving them

Agreed Code

Whilst accepting that written marking of work has to be tailored to meet the abilities and ages of each child and the subject being marked, we do believe that a common framework is helpful.

The following agreed code will be displayed in every classroom so that all children are aware of the meanings of the various markings.

Comments should be written whenever possible, giving targets for future work.

- LO: All core subjects have a Learning Objective
- ✓✓ Next to the Learning Objective achieved
 - ✓ Next to the Learning Objective partially achieved
- Sp Spelling error and underlined (Child self-corrects)
- ^ Omission
- // Start new paragraph
- Incorrect (if a whole page is wrong eg maths, then the teacher would stop marking and ask to speak to the child)
 - Missed punctuation or capital letter
 - () These words are unnecessary



- ✓ Correct
- Ch** Check your work
- Child rules a line through a word if it is a mistake
- OF** Oral feedback has been given by the teacher and initialled by child
- OFTA** Oral feedback has been given by the TA and initialled by child
- I** Independent
- TS** Supported by a teacher
- TAS** Supported by a TA
- 😊 Smiley faces, stickers, and stars act as rewards and incentives

Time needs to be given to pupils to reflect upon marking to ensure that they benefit from it.

They must also be given the opportunity to seek further clarification if needed.

All work needs to be dated when marked

Monitoring

We will ensure that these guidelines are being used consistently throughout the school by sampling marked work. This will be carried out by subject coordinators when carrying out monitoring activities. Feedback on the implementation of the policy will be given during staff meetings or with individual members of staff.

This policy will be reviewed in line with the school development plan.

Date: June 2008

Review Date: June 2010