

**NEWTON WESTPARK PRIMARY SCHOOL**



**Marking Policy**

**Policy Date: September 2018**

**Review Date: September 2019**

## NEWTON WESTPARK PRIMARY SCHOOL

### Marking Policy

**All marking should have a clear purpose for either the child or the teacher depending on the learning objective.**

#### **Purpose of marking**

- To inform the teacher of a child's progress and needs, for future planning.
- To provide feedback to the child about current work, achievements and areas to improve.
- To set targets for improvement.
- To demonstrate the value of a child's work.
- To allow the child to self-assess, recognise their own difficulties and mistakes.
- To encourage pupils to accept help/guidance from others.

#### **Types of marking**

- Marking should be age/development appropriate.
- Ticks where work is correct, underlining, circling or correcting of mistakes.
- Teacher's written comments should be linked to assessment for learning.  
Any negative comments should always be supported by a constructive statement on how to improve.  
The balance of comments should be positive.  
Comments should be included in some of the marking, including peer marking, in some cases, especially at KS1, this may be a verbal comment.
- Children should be given "fix it" time at some time during the school day.
- Points/stickers/stamps may be given to all pupils as appropriate to reward effort/achievement.
- Children may, where appropriate, self mark or mark another child's work during the lesson.  
The teacher will review/check this marking.
- All marking should be initialled by the teacher/TA/supply cover/student.
- All marking should be in green ink.
- All children's marking and work following an intervention should be done in purple pen (age appropriate).
- Colour codes to be used in other subjects, for example:
  - Writing: yellow – correct
  - Writing: green – follow direction/next steps
- Some work will have a  $\Delta$  warning sign to show errors in basic skills.
- Work should be annotated to show level of guidance/feedback etc.

#### Initials

G Guided

G/I Mixed

I Independent

V Verbal

### **Frequency of marking**

- Marking may take place during the lesson which allows for immediate feedback, especially in KS1.
- Most work will be marked before the next session of that subject. However, in some cases this may be delayed. Children should be informed if this is the case.
- Deep marking of other subjects, with next steps, to be completed at least once every half term.

**N.B Children should ALWAYS be encouraged to read all marking and to act on targets for improvement.**

### **Big Write Marking**

- ✓ Colour code marking with highlighter pens.
- ✓ Yellow tells the child how well they have worked against the WALT.
- ✓ Green indicates the area that the child will be working on next week in the guided (flexible group) –e.g. Connectives, punctuation, speech marks etc.
- ✓ All the Big Write books have the marking code stuck in the front and the children are referred to them throughout the week.
- ✓ Big Writes are assessed at the start of the academic year from Year 1(as appropriate for individual children) and every half term after that.
- ✓ Reference sheets inform planning, teaching, learning and flexible groupings.

The teacher shares the marking with the pupils after each week's Big Write.

V Birchall  
September 2018.