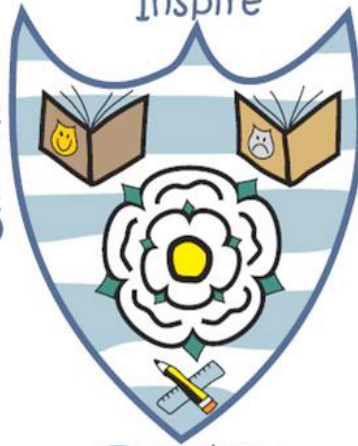


Birkwood Primary

Inspire

Cherish



Achieve

Together

School

Marking Policy

UPDATED JUNE 2011

1. Why do we mark?

- To inform planning and ensure progression.
- To assess what targets have been met, set future targets and to ensure that appropriate progress is being made.
- To inform tracking systems and whole school monitoring and assessment procedures.
- To provide feedback to children and identify their next steps in learning.
- To show children that we are interested in their progress and effort.
- To recognise and celebrate achievement.
- To inform parents.

2. Who monitors the marking?

- OfSTED
- Co-ordinators – work sampling
- Headteacher – book scrutiny

3. Who does the marking?

Foundation Stage and Key Stage 1

Most marking will be done by the class teacher but on occasions work will be marked by:

- Support staff (must be monitored by class/teacher)
- Supply teacher (should always mark work resulting from their teaching)
- Student teacher (with guidance)

Key Stage 2

As Key Stage 1

On occasions by the pupil and/or peer marking

4. Effective marking consists of (not in order of importance):

- Focuses on learning objectives.
- Provides clear feedback to children about the strengths, and areas for development.
- Recognises, encourages and rewards pupils' efforts and progress.
- Supports the target setting process.
- Involves effective comments about particular qualities of pupil's work.
- Is consistently applied across the school as all staff understand codes and procedures.
- Helps parents to understand their child's performance.
- Is regular, systematic and conforms to an agreed format that is understood by the pupils and is continually reinforced.
- Has a direct impact on pupil performance.
- Pupils and parents should be able to understand all comments on the work OR should have them explained to them.



Signed: _____
Headteacher

Dated: _____

Signed: _____
Chair of Governors

Dated: _____

SIGNS AND SYMBOLS USED IN OUR MARKING

 Sticker	or 	or	To acknowledge good work
	✓		Correct or to show work has been acknowledged
	^		Omission
	X		Wrong (used with discretion)
	?		To query the sense
	<u>barnsly</u>		Word spelt incorrectly, where appropriate, is underlined. Write correction above the word or in the margin
	//		To show where a new paragraph begins and indent the paragraph
	○		Circle to indicate where something is missing, eg where full stop and/or other punctuation is needed
	WT		We have talked about it
	Working with ??		Indicates the child has received support and by whom (initials)

Red pen is to be used for marking throughout school so that it stands out to the children.