

Marking Policy

Introduction

At BIPS, it is important to provide constructive feedback to students, focusing on success and improvement needs against learning objectives. This enables students to make decision about their own achievements and become reflective learners, helping them to close the gap between what they can currently do and what we would like them to be able to do.

Aim

Why do Teachers mark?

To reinforce high expectation

To inform future planning and learning

To motivate and provide children with their next steps for learning

How do we mark?

Teachers

Teachers use green pen when marking children's work in books.

Marking takes place daily and in all subjects. It should comment on the learning objective, celebrate success and provide next steps for learning e.g., 2 stars and a wish for Primary and one strength and one improvement for secondary.

Teachers should give students critical feedback using the objective criteria to identify the next step for learning and motivate each individual (e.g. Next time try, Can you find three spelling mistakes and add them to your spelling bank?) to ensure they are always active participants in their own progress.

Have a thorough and up-to-date knowledge of the marking policy for the school.

Use the agreed marking symbols displayed in the classroom for children and parents to refer to.

Students

Students use blue pen for Peer and self-assessment.

Students should be given the opportunity to reflect both on their own and their peers learning. This begins verbally and progresses to children being able to comment on their own work and the success of others against the Learning Objective.

Students are expected to look up the incorrect spellings independently and record it in the Spelling bank in the back of their exercise book for future reference.

Leadership Team

To ensure marking is consistent throughout the school.

To ensure that the Marking Policy of the school is being effectively implemented.

To monitor the quality of marking.

Primary Marking

Marking Symbols	Symbols
VF	To indicate that verbal feedback has been given to students.
Sp	Record sp in the bracket where a word is spelt incorrectly. Underline this with a wavy line.
CL	To indicate that a capital letter is required.
Green circle	Capital letter not required.
FS	Full stop required

Secondary Marking

Marking Symbols	Symbols
Sp	Record sp in the bracket where a word is spelt incorrectly. Student to self-correct above misspelt word.
^	To include a missing word.
O	To indicate absence of a punctuation mark.
√	To indicate an acknowledgment of understanding, comment may be added.
VF	To indicate verbal feedback has been given directly to the pupil.
*	To indicate next steps of learning.
DL	Directed learning by the teacher.