

We Work, We Play,
We Care, We Pray



Marking Policy Statement
Bishop Wilson C of E Primary School



Signature and date:
Policy last reviewed: September 2023
Next review date:

The aim of this policy is to ensure that there is consistency in marking in all areas of work across the whole school.

The agreed code MUST be displayed in all classrooms and work areas so that children, staff and visitors are aware of the meanings of various marking.

Marking Guidelines

For marking to be useful to all involved, it should be done during or as soon as possible after completion of the work. Worthwhile marking can include:

- ✓ Oral feedback/discussion -
- ✓ Focused group marking
- ✓ Peer marking - (Purple Pen)
- ✓ Self-Marking - (Purple Pen)

HLTA and TA

Teaching Assistants are responsible for the marking of work specific to their teaching groups or support programmes. HLTAs are responsible for marking the lessons they teach or cover.

Agreed Marking code

By the objective and in blue pen:

☆ = gone beyond objective

△ = objective met

— = not met (objective might be nearly met)

☆ At the bottom of work or near a great part of the work – in green pen = fabulous effort.

The following used in margin on line or error –

Ⓢ = supported.

Ⓢ = if only parts of the work are independent

sp Spelling error for child to self-correct thematic words etc. (underline for younger children). Significant such as high frequency error to be written out 3 times in margin. (No more than 3 different spellings)

p Punctuation error

g	Grammar error
t	Tense error
?	This doesn't make sense
VF	Verbal feedback

Corrections will be apparent through children using purple pen. If purple pen is incorrect teacher gives verbal feedback – code VF

The following used where appropriate -

^	Omission
//	Start new line or start new paragraph
.	Incorrect – however, if a series of maths/literacy was wrong for example, the teacher would stop marking and discuss with the child
✓	Correct

Children's mistakes should be ruled through eg. ~~this is wrong~~

Expectations of Presentation

- All written work is an important part of learning and as such should always be completed neatly and with care.
 - Date and title of all work should be written starting on the left hand side.
 - Both date and title should be underlined with one empty line between them.
 - The title of a piece of work would usually be the learning objective; however, there are times in Literacy when the formulation of a suitable title is an integral part of the work.
 - All Maths should be completed in pencil.
 - All Maths should adhere to the "one number one square" principle.
 - All lines should be drawn with a ruler.
 - All drawings should be in pencil and coloured with coloured pencil.
 - All peer marking/support will be in purple pen.
 - All response to teacher marking/discussion will be in purple pen.

Adaptations are made for younger children and those with SEND

Monitoring

We know our policy is working if:

- ✓ There is evidence of progression in children's books and that identified errors and misconceptions are addressed by the children in their future work.
- ✓ Marking informs future planning.

We will ensure that guidelines are being used consistently throughout the school through book scrutinies undertaken as part of our curriculum monitoring cycle.