



## Ranvilles Junior School Policy for Marking

### 1. ACCESSIBILITY

This policy is available in large print or Braille.  
Please contact the school office who will be happy  
to arrange this for you.

### 2. PURPOSE OF POLICY

The purpose of this policy is to explain the marking process of pupils work.

### 3. APPROVAL

Approval date: 14 January 2016

Approver signature: Matt Burton

Approver position: Chair - Curriculum Committee

Date for next review: January 2018



#### **4. INTRODUCTION**

The purpose of this policy is to ensure children maximise the progress they are capable of through careful assessment in marking. Marking facilitates a specific audience in children, valuing and rewarding their work to set, maintain and monitor high expectations.

#### **5. REFERENCES**

None.

#### **6. PRINCIPLES**

Effective assessment for learning feedback for individual pupils will be given within 24 hours of the task being completed. Teachers will endeavour to ensure that all written or verbal feedback is provided prior to the start of the next lesson.

##### **Teachers will:**

- Assess and evaluate pupil achievement and understanding against specific learning objectives and skills using the marking code (appendix 1)
- Set clear individual targets to challenge and motivate
- Offer questions and suggestions to guide children's development
- Celebrate, reinforce and reward both good progress and high achievement
- Encourage children to proofread and peer mark
- Facilitate time for children to read teacher comments to follow up

##### **Children will:**

- Read teacher and peer comments in designated time to improve
- Commit to trying their best and responding to comments positively

##### **Subject Managers and Leaders will:**

- Monitor the consistency of quality
- Monitor the impact of marking on learning
- Monitor the quantity and quality of work

##### **Senior Leaders will:**

- Monitor the effect of policy and guidelines on pupil progress

#### **7. APPENDICES**

Appendix 1: Marking Code