



# Marking and Feedback Policy

## Intent and Purpose

At UTC Plymouth, we will ensure that we support our students in making good progress by providing them with regular, effective written and oral feedback from their teachers and teaching support staff. Effective marking and feedback is regarded as an integral part of the continuous dialogue between teachers and students so as to inform learning, the next steps for success, address misconceptions and celebrate great work. Students are responsible for having high standards in their books as a way of tracking progress and as a learning log for revision, any student who fails to comply with the standards and expectations will be given a support intervention or an appropriate sanction.

## Aims of marking

- To raise achievement and attainment based on targets from data driven analysis
- To show students that their work is valued and for them to take pride in their learning
- To recognise achievement, presentation and effort
- To encourage students to reflect on their performance and make improvements

## The four main types of Marking and Feedback

1. In-depth teacher marking should take place after each formal assessment in order to inform DIRT lessons (Use green pen to praise positives and give clear instructions for improvement)
2. Peer / Self-assessment (purple pen)
3. Verbal feedback should be used regularly (Students can record in purple pen)
4. Light touch / acknowledgement marking (check standards weekly verbally or with a tick/post-it note)

## In-depth teacher marking for assessments and extended work example (Departments must agree a consistent approach suited to their subject specialism)

- **2 positives (WWW)**

- ✓ Positive comment which relates to the assessment objectives; e.g. "You have achieved because... "
- ✓ Second positive comment which relates to the assessment objectives; e.g. "Superb use of..."

- **Target (EBI)**

- ★ Comment on 1 area to improve - give a suggestion / action / question that students can respond to

e.g. "Now go back and add in... or please correct the following...or "Are you able to expand...?"

- **DIRT (Dedicated Improvement and Reflection Time)**

Time should be built into subsequent lessons to allow students to review their strengths, make improvements and respond to feedback, using a purple pen. Homework can be set to consolidate.

- **Check (green pen or verbal response)**

Teachers should check that improvements have been made

## BEAT THE GREEN

### Marking for literacy (SPAG – Spelling, Punctuation and Grammar)

Use a green highlighter to highlight errors in the following errors:

Area	Explanation
Spelling of key terminology and regular words	Try this spelling again. Some students may require the spelling written for them to copy x3
Punctuation	Full stop, capital letters, comma, question mark, exclamation mark, apostrophe.