



## **Marking and Feedback Policy**

Reviewed **September 2025**

### **Aims**

- To form part of the overall formative assessment procedures
- To provide constructive feedback to every child, focusing on success and improvement needs against learning intentions; enabling children to become reflective learners and helping them to close the gap between current and desired performance.
- To provide information for parents to gauge their child's performance.
- To raise the standard of work in school.
- To inform the teacher and support staff about successes and misunderstandings and to enable future teaching based on this information.
- To enable children to see marking and feedback as positive in improving their learning.

### **The Head Teacher's responsibility will be to:**

- Ensure that consistent codes of marking are used throughout the school and on display for reference purposes, according to each individual school's procedures.
- Monitor marking and feedback through children's work and discussion with children.
- Support staff in order to raise standards.
- Give recognition and praise for achievement and make children aware of any necessary improvements that need to be made.
- Ensure that marking and feedback is manageable for teachers and staff.
- Involve all adults working with children in the classroom.

### **Teacher's responsibility is to:**

- Ensure that marking and feedback relates to learning intentions, which will need to be shared with the children.
- Give children opportunities to become aware of and reflect on their learning needs.
- Give recognition and appropriate praise for achievement.
- Give clear strategies for improvement.
- Allow specific time for children to read, reflect and respond to marking.
- Respond to individual learning needs
- Use assessment and marking to inform future planning and individual target setting

### **Support Staff's responsibility is to:**

- Ensure that they are aware of the marking policy of the school and check with the teacher about the appropriateness of marking and feedback in their teaching situations.

- Ensure that the teacher is made aware of any difficulties and successes that a child may have.

### Children's responsibility is to:

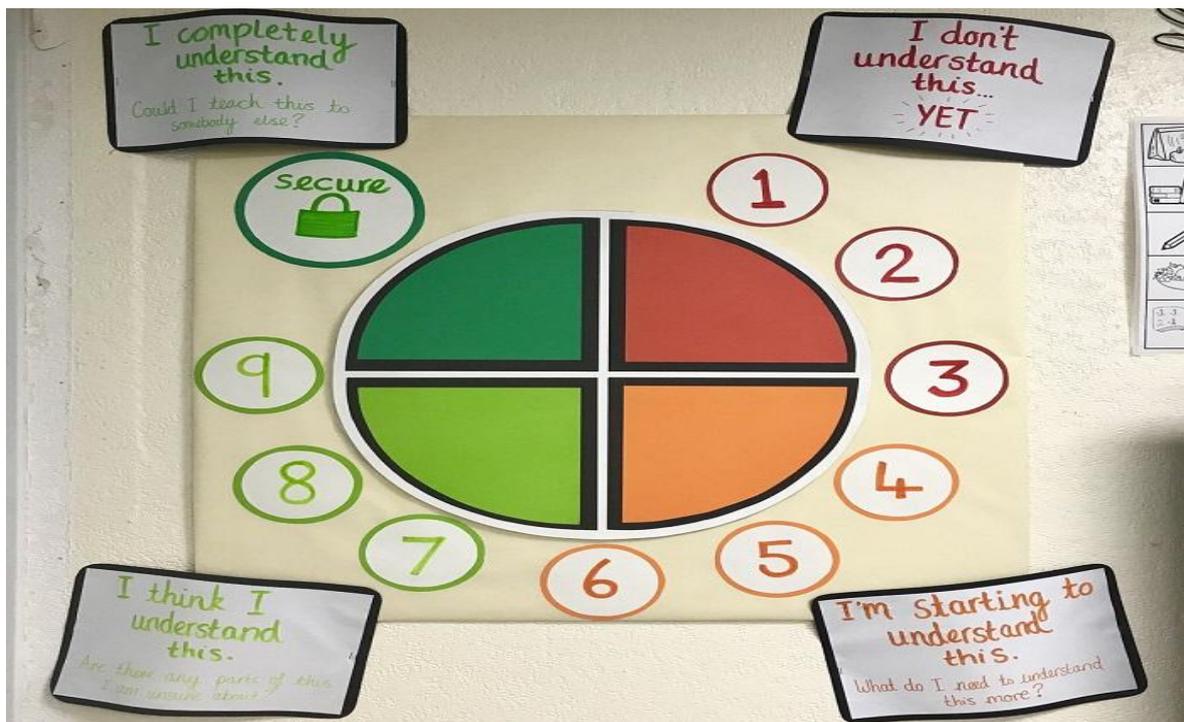
- Self-assess their work fairly against the learning wheel
- Understand and respond to feedback

### Parents will be:

- Encouraged to take an interest in the progress of their children and to contact the teacher if they have any concerns about their child's learning.
- Encouraged to understand how marking and feedback can be used as a real tool for learning and improvement.

### Balance Assessment Tool:

- "Balance" is a teaching and learning tool designed to help teachers reduce workload, improve pupil outcomes, and streamline the assessment process in schools. It aims to simplify curriculum planning, streamline assessment, and provide a comprehensive analysis of pupil progress.
- Each piece of work produced by the children will be given a score 1-9 (including a padlock) in their books next to the learning objective. This code indicates how they did on these piece of work. It is then replicated on the balance assessment system portal.
- It provides a system for making point-in-time assessments and analyzing pupil progress in detail.



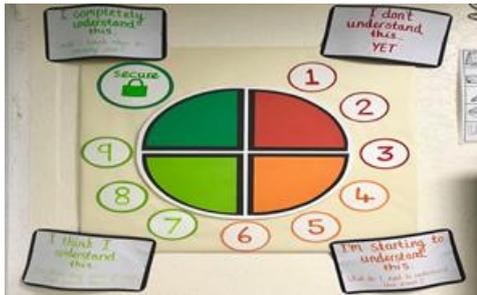
# Marking

Teacher to **mark in purple**, children to write in black/blue pen or pencil

Children:- **edit work in green**, peer/self assess in pencil



= Adult led work (all other work is independent)



= Balance score to be added to each piece of work to show how secure this learning is.

= Option: staff (especially those teaching younger groups may use coloured stamp to reflect the Balance score)



= Outstanding work/ Headteacher Award

**Work is Highlighted**

= This is good

Sp = Check spelling

P = Punctuation

CL = Capital letter

/ = New sentence

// = paragraph

= Child is unsure of spelling but wants to use this word (underneath the word)

^ = Missing word

• = Error with calculation

= Words to be substituted or improved



= Next step

*Codes may be shown in the margin to encourage children to find their own errors*

*Staff will use their judgement as to when to use these codes and how many times they would use a specific code (no expectation to highlight every single error)*