



FEEDBACK AND MARKING POLICY



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FEEDBACK & MARKING POLICY

At Oasis Academy Putney, we recognise the importance of feedback as part of the teaching & learning cycle and aim to maximise the effectiveness of its use in practice. We are mindful also of the workload implications of written marking, and of the research surrounding effective feedback.

Our policy is underpinned by the evidence of best practice from the Education Endowment Foundation and other expert organisations. The Education Endowment Foundation research shows that effective feedback should:

- redirect or refocus either the teacher's or the learner's actions to achieve a goal
- be specific, accurate and clear
- encourage and support further effort
- be given sparingly so that it is meaningful
- provide specific guidance on how to improve and not just tell students when they are wrong

Notably, the Department for Education's research into teacher workload has highlighted written marking as a key contributing factor to workload. As such, a working party of teachers at Oasis ** has investigated alternatives to onerous written marking which can provide effective feedback in line with the EEF's recommendations, and those of the DfE's expert group which emphasises that marking should be: **meaningful, manageable and motivating**. We have also taken note of the advice provided by the NCETM (National Centre for Excellence in Teaching Mathematics) that the most important activity for teachers is the teaching itself, supported by the design and preparation of lessons.

Key Principles

Our policy on feedback has at its core a number of principles:

- the sole focus of feedback and marking should be to further children's learning;
- evidence of feedback and marking is incidental to the process; we do not provide additional evidence for external verification;
- written comments should only be used where they are accessible to students according to age and ability;
- feedback delivered closest to the point of action is most effective, and as such feedback delivered in lessons is more effective than comments provided at a later date;
- feedback is provided both to teachers and pupils as part of assessment processes in the classroom, and takes many forms other than written comments;
- feedback is a part of the school's wider assessment processes which aim to provide an appropriate level of challenge to pupils in lessons, allowing them to make good progress.
- All pupils' work should be reviewed by teachers at the earliest appropriate opportunity so that it might impact on future learning. When work is reviewed, it should be acknowledged in books.

Within these principles, our aim is to make use of the good practice approaches outlined by the EEF toolkit to ensure that children are provided with timely and purposeful feedback that furthers their learning, and that teachers are able to gather feedback and assessments that enable them to adjust their teaching both within and across a sequence of lessons.

Feedback and marking in practice

It is vital that teachers evaluate the work that children undertake in lessons, and use information obtained from this to allow them to adjust their teaching. Feedback occurs at one of three common stages in the learning process:

1. Immediate feedback – at the point of teaching
2. Summary feedback – at the end of a lesson/task
3. Review feedback – away from the point of teaching (including written comments)

The stages are deliberately numbered in order of priority, noting that feedback closest to the point of teaching and learning is likely to be most effective in driving further improvement and learning, especially for younger pupils. As a school, we place considerable emphasis on the provision of immediate feedback. Where feedback is based on review of work completed, the focus will often be on providing feedback for the teacher to further adapt teaching.

Type	What it looks like	Evidence (for observers)
Immediate	<ul style="list-style-type: none"> • Includes teacher gathering feedback from teaching, including mini-whiteboards, book work, Socrative quizzes etc. • Takes place in lessons with individuals or small groups • Given verbally to pupils for immediate action • May involve use of a teaching assistant to provide support or further challenge • May re-direct the focus of teaching or the task • Includes highlighting/annotations according to the marking code. 	<ul style="list-style-type: none"> • Lesson observations/learning walks • Some evidence of annotations or use of marking code/highlighting
Summary	<ul style="list-style-type: none"> • Takes place at the end of a lesson or activity • Often involves whole groups or classes • Provides an opportunity for evaluation of learning in the lesson • May take form of self- or peer- assessment against an agreed set of criteria • In some cases, may guide a teacher's further use of review feedback, focusing on areas of need 	<ul style="list-style-type: none"> • Lesson observations/learning walks • Timetabled pre- and postteaching based on assessment • Some evidence of self- and peer assessment • May be reflected in selected focus review feedback (marking)

Review	<ul style="list-style-type: none"> • Takes place away from the point of teaching • May involve written comments/annotations for pupils to read / respond to • Provides teachers with opportunities for assessment of understanding • Leads to adaptation of future lessons through planning, grouping or adaptation of tasks • May lead to aims being set for pupils' future attention, or immediate action 	<ul style="list-style-type: none"> • Acknowledgement of work completed • Written comments and appropriate responses/action • Adaptations to teaching sequences/ tasks when compared to planning • Use of annotations to indicate future groupings • Children listening to recorded verbal feedback (voice notes)
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Marking Approaches

All work, whether recorded on paper or digitally, will be acknowledged in some form by class teachers. This may be through simple symbols such as ticks or highlighting of learning objectives. However, basic skills and misconceptions must be addressed in all subjects.

In Foundation Stage & Key Stage 1, review marking will only lead to written comments for those pupils who are able to read and respond independently. In some cases, the marking code may be used where this is understood by pupils (see end of policy for marking code & symbols). Where pupils are unable to read/understand such comments, these are shared verbally with children at the next appropriate opportunity.

In Key Stage 2, written marking and comments should be used where meaningful guidance can be offered which it has not been possible to provide during the classroom session. In the case of groups of pupils having a common need, it may be appropriate for teachers to adjust planning or grouping rather than providing a written comment.

Extended pieces of writing are the result of weeks of guided feedback and response, resulting a truly independent piece of writing. This follows the Write Stuff approach. This allows the children to apply all their learnt skills, peer review and self-evaluation.

Peer and Self-Assessment – Children reflecting on their learning and what has helped them to learn is key metacognitive process. Teachers and support staff should model this thinking to teach the children how it is done. Care must be taken when asking children to do this and they must be fully trained by teachers to do so before embarking on it. The process of asking children to mark their own or each other's work must be carefully supervised to ensure appropriate responses. Children must assess their or their classmates' learning and not give a view of how much they like their peer's work. Children must therefore be given criteria for what they should be looking for in the learning. Staff should ensure children think about what helps them to be successful in their learning and what is holding them back.

Moving Learning Forward

A significant aim of feedback should be to ensure that children are able to identify how they can improve their work or further their learning. Next steps are clearly set out through use of the marking code and accompanying comments; written, verbal or a model examples.



Recording on iPads

All pupils should be encouraged to take pride in recording work on their iPads. The expectations for recording on iPads are as follows:



- Pupils use black ink only when recording on their iPad
- Teachers are to monitor the thickness pupils use and ensure that their font is a sensible size
- All work on iPads are to be marked by the class teacher using the marking code below
- Presentation is to be marked out of 5 on every piece of work until the class teacher is confident that they are completing work on their iPads to a high standard.

Marking Code - To be applied to work produced on paper or digitally

Where written marking or annotations are appropriate, the intention is that minimum teacher time should lead to maximum outcomes. One way in which we achieve this is through the use of our marking code, which combines use of highlighters and symbols codes. The core of this code is set out below, although some additional age-appropriate elements may be included in some phases of the school.

Annotation	Meaning
	Green means great. Work which demonstrates that a pupil has met an element of success criteria, demonstrated a particular skill or achieved the intended outcome
	Pink means think. Work which needs further attention or displays an error or misconception (e.g. letter needing capitalisation; poor word choice; specific error in calculation, etc.) This will then be acknowledged by the class teacher/teaching assistant
sp	Incorrect spelling. This will be used selectively when marking work, focussing on spelling patterns which should either have been secured by a pupil, or represent a pupil's next step in spelling development. In KS1 this will be accompanied by the corrected spelling for the child to copy out three times In KS2, pupils will ordinarily be expected to find and add the correct spelling using a physical or online dictionary (with support where needed)
//	New paragraph needed here
^	Missing word

Additionally, to highlight and ensure clear differentiation in all curriculum subjects, the following codes will be used in the margins of all pieces of documented work. These codes will show the strategies that are implemented to ensure full access to the curriculum.

WB	Word bank
SS	Sentence starters
D/T	Dictionary/thesaurus
SC	Scaffold
SG	Small group
1:1	Working with an adult
P	Prompts
I	Independent
<p>Spelling to correct: _____ </p> <p>Repeat 1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>Challenge: use this word in a sentence. </p>	<p>Zap stickers for KS1 and KS2 to address spelling misconceptions. Age appropriate spellings in the DfE should be the focus.</p> <p>Pupils must respond to spellings using their purple polishing pen</p>

Rules

?

There are very clear and easy rules in Kingball that you have to follow. One of the essential rules are that you have to you follow is that the ball cannot bounce multiple times in the box.

It is necessary that you stay in your square or it will count that you are out. Mainly you should never kick the ball because that is not the reason of the game.

It is forbidden to touch the ball twice because it counts you out. The most serious rule is that you should not argue in the game and accept your defeat.

Summary

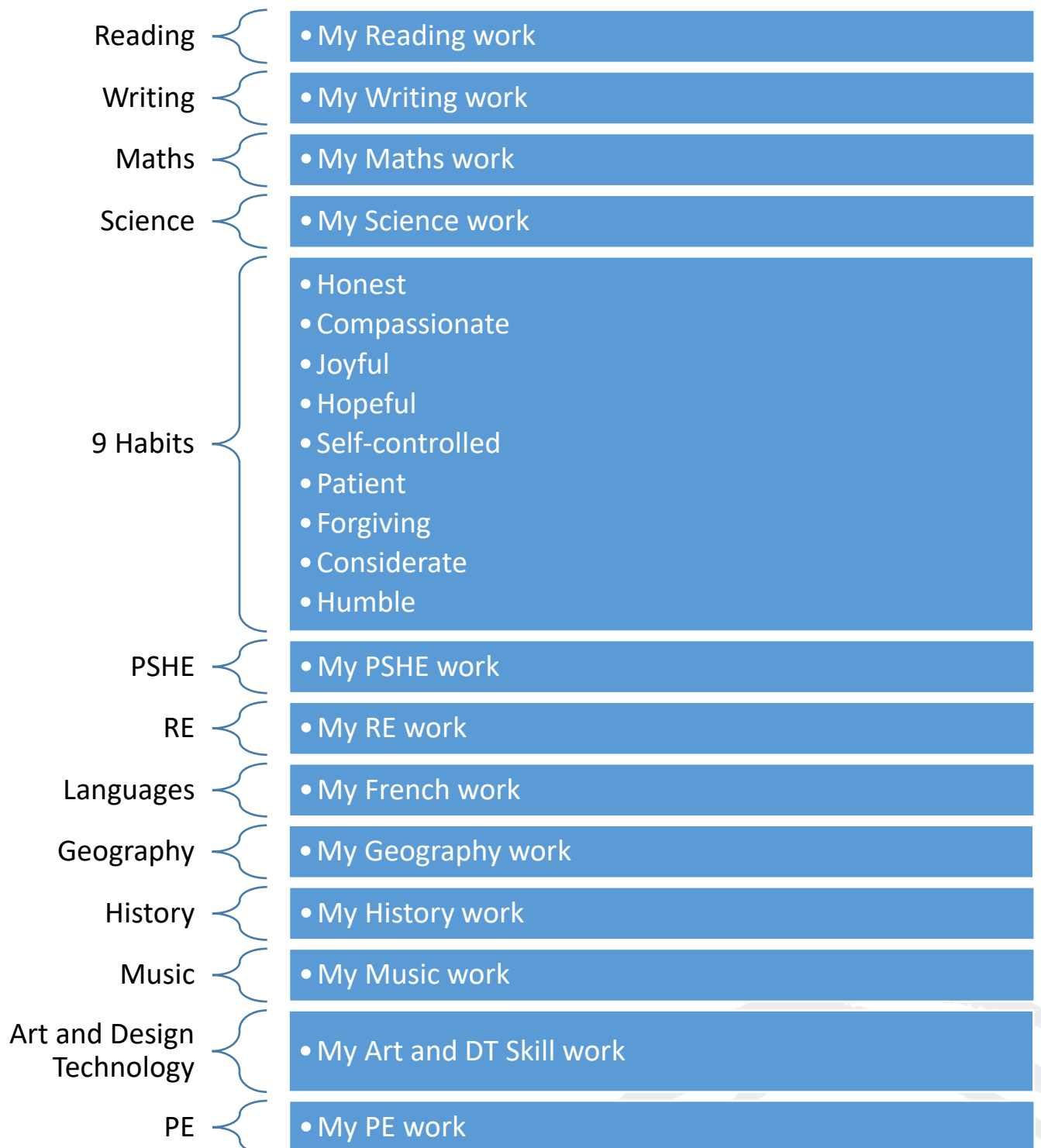
In Summary this sport is a fun and works you out by testing your accuracy and coordination. This game is going viral and getting popular and being played twenty four / seven. I would prefer that this game played by every age because it is a energetic game.

Suggested Showbie set-up

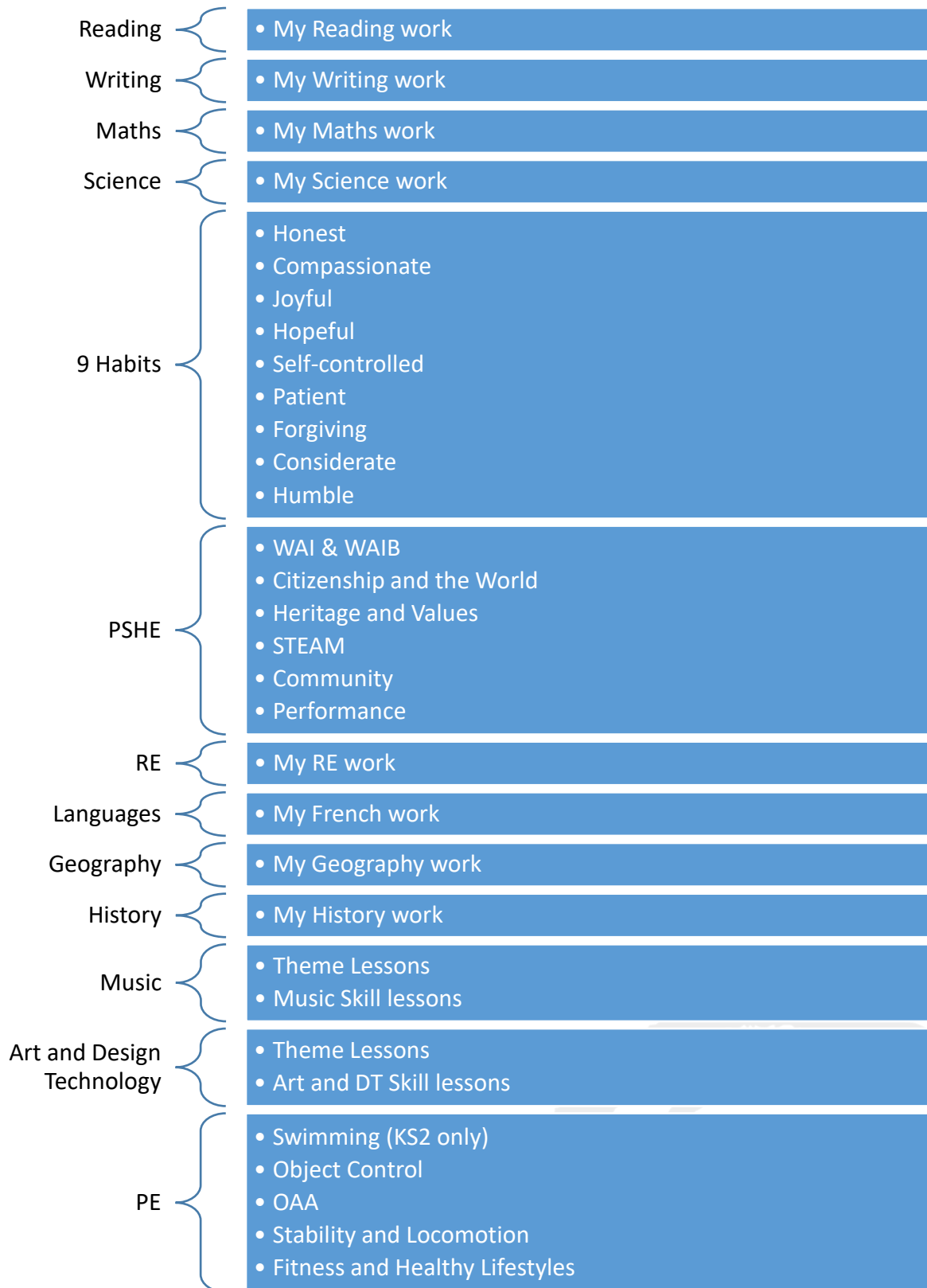
- how to set up folders and assignments within folders in your Showbie class for your academy.

The subject/title on the left-hand side is the folder name. The blue boxes are the assignments in the folders.

Model 1



Model 2



Model 3

Reading	• My Reading work
Writing	• My Writing work
Maths	<ul style="list-style-type: none"> • Number and Place Value ▪ Number Facts ▪ Addition and Subtraction ▪ Multiplication and Division ▪ Fractions ▪ Geometry ▪ Statistics ▪ Measures
Science	• My Science work
9 Habits	<ul style="list-style-type: none"> • Honest • Compassionate • Joyful • Hopeful • Self-controlled • Patient • Forgiving • Considerate • Humble
PSHE	<ul style="list-style-type: none"> • WAI & WAIB • Citizenship and the World • Heritage and Values • STEAM • Community • Performance
RE	• My RE work
Languages	• My French work
Geography	• My Geography work
History	• My History work
Music	<ul style="list-style-type: none"> • Theme Lessons • Music Skill lessons
Art and Design Technology	<ul style="list-style-type: none"> • Theme Lessons • Art and DT Skill lessons
PE	<ul style="list-style-type: none"> • Swimming (KS2 only) • Object Control • OAA • Stability and Locomotion • Fitness and Healthy Lifestyles