



English Department Chaucer School Marking and Feedback Policy

Light touch feedback: This may take place in the lesson (see verbal feedback below also) and/or between Apply to Demonstrate tasks. Stamps can also be used as rewards.

Literacy Codes / Spellings:

SP	Spelling error: Try this spelling again 3 more times
P	Punctuation error: Put in the missing full stops, commas or capital letters
//	Paragraph: Mark in where paragraphs should be
I	Incomplete: Needs finishing
D	Detail: More detail needed (Show more working out)
H	Handwriting: Handwriting needs more attention
😊	A well written piece of work
SA	Self Assessed
PA	Peer Assessed
VF	Verbal feedback given
EXP	You need to make this section clearer for your reader
T	Check this section is in the same tense as the rest of your work
WOW	Striking and/or imaginative piece of work

These can be used at teachers' discretion for as well as between Apply to Demonstrate tasks (known as Practice Assessments or Final Assessments).

Key Stage 3

Deep analysis: This is generally completed every 2 weeks or 8 hours of learning) this may differ depending on the length of the half term and whether or not a novel is being studied). Students will complete one practice assessment and one final assessment every half term. They are encouraged to see the latter as a stepping stone to the former. Students will be provided with levelled success criteria in the form of a feedback grid. At teachers' discretion (and class need), a practice paragraph or application of the assessed skills may be deep marked.

Teachers HIGHLIGHT in green the things the student has shown in the work and HIGHLIGHT in orange what they need to do in order to UP LEVEL their learning. This provides high quality, relevant and ambitious feedback whilst ensuring staff do not spend longer than necessary marking.

DEEP marking should take place within ONE week of students completing the task.

Following DEEP marking, students will have a lesson reflecting on their marked work. They will fill in targets on their feedback sheet and fill in their Action for Progress sheet to UP LEVEL their work. Action for Progress is completed in purple pen, following which a piece is remarked and then closed down.

Verbal feedback: This is not formally recorded but a teacher may give a student pointers during a lesson or ask questions to probe further into an answer.

Self & Peer assessment: Takes place at several points within a unit of work. Students are always given criteria to ensure feedback is relevant and accurate. This may take the form of WWW/EBI.

Key Stage 4

Deep analysis: This is generally completed every 2 weeks or 8 hours of learning) this may differ depending on the length of the half term and whether or not a novel is being studied). Students will complete one practice assessment and one final assessment every half term. They are encouraged to see the latter as a stepping stone to the former. Students will be provided with levelled success criteria in the form of a feedback grid, or, at KS4, criteria directly from the exam board.

Teachers HIGHLIGHT in green the things the student has shown in the work and HIGHLIGHT in orange what they need to do in order to UP LEVEL their learning. This provides high quality, relevant and ambitious feedback whilst ensuring staff do not spend longer than necessary marking.

DEEP marking should take place within ONE week of students completing the task.

Following DEEP marking, students will have a lesson reflecting on their marked work. They will fill in targets on their feedback sheet and fill in their Action for Progress sheet to UP LEVEL their work. Action for Progress is completed in purple pen, following which a piece is remarked and then closed down.

Verbal feedback: This is not formally recorded but a teacher may give a student pointers during a lesson or ask questions to probe further into an answer.

Self & Peer assessment: Takes place at several points within a unit of work. Students are always given criteria to ensure feedback is relevant and accurate. This may take the form of WWW/EBI.

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