

The ContinU Plus Academy



2021 -
22

Marking Policy



The ContinU Plus Academy Marking Policy



“The work in students’ books demonstrates their positive attitudes to learning. Work is well presented, neat and accurate” Ofsted 2015.

“The progress of students is accurately assessed through regular testing and checking of students’ work”– Ofsted 2015.

Organisation

- All work by students is to be completed and kept in exercise books/folders. This will include the assessment tasks that arise as part of the programme of study.
- Books will be regarded as a record of the child’s progress/learning journey. Students are encouraged to take pride in them and will be expected to follow a clear set of guidelines - provided to them at the beginning of the year.
- Students will be issued with the marking symbols guide at the beginning of the year or point of entry. These symbols are at the end of this document and are generic. Marking symbols must be stuck into the front of the book and must be used for teacher marking and assessment.
- Teacher/class/subject details must be clearly visible on the front cover along with the students’ full name.

Staff

- Assessment sheets must be used in line with the assessment calendar to provide students with action points linked to success criteria. The accuracy of these assessments is crucial in mapping the progress made by students over time.
- Teachers must undertake ‘formal’ marking of the exercise book/folder at least every 3 weeks and must include evidence of impact.
- Teachers are not to mark anything that is ‘incorrect’ with a cross or other symbol of failure. Teachers should highlight these errors with highlighter pen and this should provide part of the review/reflection work undertaken in subsequent lessons. It should be noted that the highlighting of part of a pupils’ work demands a response and may be accompanied by wider dialogue from the teacher towards the pupil. The act of correcting the highlighted sections serves as the pupils’ response to teacher’s dialogue (although further dialogue may still be necessary).
- Formal marking must include dialogue between student and teacher. To this end, students are expected to respond to specific action points arising from the marking and dedicated time should be built into lessons to allow this to happen.
- Evidence of peer or self-assessment and informal in-lesson teacher viewing should be seen in student exercise books.
- Exercise books are to be kept by staff and are to be made available on request. **Students**
- Students are responsible for ensuring that work is free from graffiti.
- Students should only use blue or black ink or pencil in their books.
- Peer assessment should be undertaken in a sensible and productive way.

A copy of the Marking Policy is published in its entirety on the CPA's website (www.continuplus.org.uk).

Date Policy Created:

January 2013 – reviewed each year

Member of Staff Responsible:

Mark Venross (Deputy Headteacher)

Review Date:

June 2022

Signed:



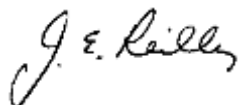
(Staff member responsible)

Signed:



(Headteacher)

Signed:



(Chair of Governors)