

The Thomas Aveling School

Policy No: 22a

MARKING POLICY

April 2006 - KGU
Ratified by Governors:
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The Thomas Aveling Marking Policy

Aim

It is the responsibility of every classroom teacher to set, mark and record relevant pieces of work in accordance with National Curriculum levels/GCSE grades/Vocational Qualifications etc. The Marking Policy at Thomas Aveling School is designed to ensure that all students' work is marked in ways appropriate to the task and provides students with an understanding of how they have performed and guidance of how to improve.

Purposes of marking:

- To provide students with regular constructive feedback on their academic progress.
- To encourage and stimulate students and show that we value students' work.
- To support assessment for learning, to make students aware of what they have achieved, what they need to do to improve, and how to go about this.
- To provide the teacher with feedback on how well students have understood the work and enable planning of the next stage of teaching.
- To enable the teacher to make judgement about student attainment, particularly with regard to National Curriculum levels, GCSE and Advanced level grades.

Guidelines for marking:

In order to provide some consistency across departments, the following guidelines must be adhered to:

- Work should be collected in regularly and returned as quickly as is practicable.
- Marking should be focused firmly on the objectives for learning and students' individual targets.
- Written comments should be formative; acknowledging what has been achieved and highlighting areas for improvement.
- Marking should be linked to the school's reward system.
- Peer and self-assessment should be encouraged where appropriate.
- Marking practices and procedures should be consistently applied.
- Students should understand clearly the marking and assessment grading system.

Marking requirements:

- All core subjects should provide a summative assessment for each student, at least once per term. For Foundation subjects, this was every other term. Key Stage 3 sub-levels or GCSE grades must be used.

- All subjects should provide formative comments in students' books at least twice per term. The aim should be to summarise the student's achievement, praise good effort where appropriate, and explain how they can improve.
- Subject teachers must keep a record of any marks and assessments.
- Students should have access to marking criteria and understand the grades/levels they receive.

Monitoring:

Monitoring should ensure that marking takes place in line with the policy and relevant Quality Assurance procedures take place. Link Assistant Headteachers and Deputy Heads will regularly monitor the implementation of the policy.