



Written Feedback Policy

Ernest Bevin Academy

The best in everyone™

Part of United Learning

Responsibility: Assistant Principal	Date Approved: Autumn 2023
Approved by: Principal	Review Date: Autumn 2024
Monitored by: Assistant Principal	Links to other Policies: Assessment & Reporting Policy

Aims

- To ensure that students and their families are aware of how students are progressing in each subject and understand what they need to do to improve.
- To establish a consistent and coherent approach to providing written feedback across the school.
- To ensure that all written feedback serves a single purpose - to advance student progress and outcomes.
- To involve students fully in the feedback cycle.
- To support staff well-being through managing workload associated with marking.

Objectives

1. Classwork and homework

- Homework will be set in line with departmental expectations.
- All homework will be checked and marked/responded to either by the student, a peer or the teacher.
- All teachers will mark in-depth once a half-term in line with departmental expectations, this will be more frequent for core subjects who see their students more often.
- Feedback relates to learning objectives and have clearly defined aims and success criteria.
- Feedback includes:
 - WWW (what went well) comments which praise the successful skills or strategies used by the student and are specific to the work.
 - EBI (even better if) developmental comments that can be posed in the form of a question or task that encourages the students to go back and address their errors, redraft or take their work to a higher level. These should be specific to each student.
 - SPAG and presentation-related feedback in line with the school literacy marking code and presentation rules. This could also be peer-assessed and cover other pieces of work.
- Students will respond to feedback in green pen.
- Classwork is 'acknowledgement marked', to monitor presentation and content in the books.
- Students receive regular feedback from teachers and parents are updated on students' progress each term.

2. Summative assessments

Summative assessments are set in line with the whole school calendar, feedback should follow the model outlined above.

One summative assessment may count towards the feedback outlined above if it is marked formatively.

3. Targets

- Curriculum areas will aim to identify common feedback points for each course and add these to their Schemes of Work.
- Wherever possible, teams will moderate assessed tasks.
- Curriculum areas will develop a bank of exemplar formative feedback.
- School and subject-specific marking codes and presentation rules will be displayed in classrooms.

School Literacy Marking Code

SP= spelling error

p = punctuation error

/ = new sentence needed

// = new paragraph needed

^ = word(s) missing

? = expression error / does not make sense