

9 January 2019

Dear Parent(s)/Carer(s)

New Marking Policy at JFCS

As we begin our second term of the academic year, I would like to take this opportunity to update you regarding marking at John Flamsteed Community School.

The JFCS team constantly strives to refine our practice to achieve the best possible progress for our students. We are also committed to ensuring that staff have a manageable workload. Therefore, in light of these two aims, we have recently reviewed and updated our marking policy. Our new policy is founded upon three principles: marking should be meaningful, motivational and manageable. The central premise is that students know how to make progress and are motivated to do so. For this to happen, teachers need to ensure that students can answer the following questions:

- What am I doing well in this subject?
- What do I need to do to improve my work in this subject?

If students can answer these questions meaningfully, in subject specific detail, they are receiving effective feedback.

As we offer such a variety of subjects, the way that each department marks may look a little different but each subject area will follow these guiding principles:

MEANINGFUL	MOTIVATIONAL	MANAGEABLE
a. Dialogue between teacher and student e.g. Q&A b. Redrafting and improvement (including the use of sp x3) c. Modelling how to answer questions or complete tasks and providing exemplars d. Summative – a mark or a grade	a. Praise – What has been done well? Have students been rewarded for excellent work or outstanding effort? b. Targets for improvement – what are the next steps?	a. Students working harder than teachers - extended writing / working should be in evidence b. Peer and self-assessment (signed off by teacher) c. Student engagement with marking process e.g. corrections, marking grids,

A more detailed version of the policy including examples of best practice is available to view on our website.

I would recommend that you regularly look at your child's exercise books and planner. As well as signing their planner, please initial any work that you have looked at so that we know that you have seen it. Do let us know if you feel we are not enforcing our own expectations across the curriculum; we really do want to ensure that the standards that we have set are being met.

If you have any questions on marking, assessment or presentation or indeed any other matter, please do not hesitate in contacting me.

Yours faithfully

Mrs L Hilton
Deputy Headteacher – Teaching, Learning and Assessment