



The Sandon School

MARKING POLICY SUMMARY FOR PARENTS

Rationale

The marking of classwork and homework is one of the most common methods of informing students and their parents of a student's progress. It forms part of the whole assessment process and should provide feedback and advice, and help to set realistic and challenging targets for further development. It therefore needs to be consistent across a subject area and follow school guidelines if it is to be meaningful and accessible to all those involved.

An excessive marking load is not helpful to staff and may adversely affect their lesson planning and classroom delivery. There will be differences both in the type of marking and the amount of marking between subject areas. Therefore realistic marking schedules and methods of marking need to be agreed within subject areas. (These will be clearly outlined in the departmental addendums to the Marking Policy. Normally the minimum expectation is that marking will occur at least twice every half term, more frequently in subjects that have higher contact periods with students.)

The Marking Policy outlines agreed standards and minimum expectations for marking at The Sandon School and is summarised below.

The full policy is available on the School's website.

Agreed Standards for marking

Students' work will be marked in a variety of ways. These will include:

1. General Marking

This is the most common form of marking used for regular work. Departments would need to agree how frequently this type of marking will take place.

2. Detailed Marking

This is the most common form of marking for key pieces of levelled work. This would be completed at agreed intervals and for identified pieces of work within each subject department according to the published schedule of assessment detailed in the full policy appendices. It is expected that an opportunity for this type of marking will take place at least once every half term / once for each discrete topic.

3. Peer marking/Self assessment

Students will assess either their own or each other's work, usually against specified assessment criteria.

This will take place at various intervals throughout the year.

Departments have agreed on ways in which they will identify this form of assessment in students' books.

Students will be encouraged to provide a positive comment on work assessed alongside a target for improvement.

4. Students' response to detailed marking:

Students will be given time at the beginning of a lesson where books are returned to read their targets and respond to them.

A detailed description of the common grading system used is available in the full Marking Policy.

Moderation and monitoring of marking

Moderation and monitoring of marking will take place throughout the year and is the joint responsibility of the class teacher, subject leader and leadership team. More information on these responsibilities is available in the full Marking Policy.

Departmental variation

Whilst the marking requirements are consistent across the school, there will be some variation relating to marking for different subject areas which has been agreed. Further information is available in Appendix 1 of the full Marking Policy.

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