

# FEEDBACK POLICY

March 2023

## Hollyfield Primary School






<b>Version:</b>	March 2023
<b>Ratified by the Governing Body:</b>	22 March 2023
<b>Signed by the Governing Body:</b>	
<b>To be reviewed (annually):</b>	March 2024

At Hollyfield Primary School all marking should be **meaningful, manageable** and **motivating** and must show impact in relation to children's progress.

All marking of children's work should be in green biro (no felt tips).

Symbol	Meaning	Notes
✓	Correct	
X	Incorrect	
Green highlighting	'Green for Seen'	Underline in a green highlighter a couple of examples of success for that child or application of a taught skill
Pink highlighting	'Pink for Think'	Underline in pink highlighter mistakes or misconceptions that have been taught and that the child is able to self-correct e.g., capital letters, key spellings, simple miscalculations or where you would like the child to 'have another go'  High frequency words (that children should know) should be underlined in pink and corrected by the child in the margin on another pink line
Sp • • •	Spelling Mistake(s)	Up to 3 spelling corrections appropriate for the child may be given for the child to copy 3 times underneath  *Correct letter formation must be modelled by the adult
Ⓢ	Support	The child has received additional support during the lesson
Ⓢ+	Support	The child has received significant additional support during the lesson
Ⓢ	Independent	The child has completed the task from this point on with no support. This can be used to show when a child has moved from support to working independently

	Follow up/Further Intervention	Indicated when a child requires or has received further support outside of the lesson with an adult
	Verbal Feedback	Verbal feedback given during or at the end of the lesson to address errors, misconceptions, letter formation etc
Challenge	Challenge	The child has achieved well and been set a further challenge to apply and deepen their understanding
• Pink dot in the margin	Check	An invite for the children to reread that line checking for basic errors in spelling, grammar, punctuation etc  *Children to correct in purple polishing pen
//		New line or paragraph
	Handwriting prompt	Child to accurately copy the number(s), letter(s) or specific joins 5 times  *Correct formation must be modelled by the adult
Supply	Work not marked by class teacher or PPA teacher	All supply teachers should mark books so please speak to them upon arrival and share this policy. If books are left unmarked, please write 'Supply' and speak to a member of SLT.

Annotations - When annotating pupils' work, please use your green biro to write corrections. E.g.

- Changing missing capital letters
- Correcting a spelling above the incorrect word
- Adding missing punctuation

### Further reading:

[Eliminating unnecessary workload around marking - Independent Teacher Workload Review Group](#)

[The impact of Feedback on student attainment: a systematic review - EEF](#)

[Teacher Feedback to Improve Pupil Learning - EEF](#)