

St Hilda's School Feedback Department Policy Document

<p>Whole-school approach:</p> <ul style="list-style-type: none"> • Immediate feedback • Summary feedback • Review feedback 	<p>Departmental aims:</p> <ul style="list-style-type: none"> • Feedback must help pupils improve. • Feedback must be useful to teachers. • The benefits must outweigh the costs.
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Department: Mathematics

	Key Stage 3	Key Stage 4	Key Stage 5
<p>How often will <u>review feedback</u> (away from the point of teaching) happen?</p>	<p>12 topic checks (annually)/Dirt tasks Two formal school assessment points. OR Where possible, and if appropriate, approximately twice per half-term (based on an average of 6 weeks)</p>	<p>12 topic check (annually)/Dirt tasks Two formal school assessment points. OR Where possible, and if appropriate, approximately twice per half-term (based on an average of 6 weeks)</p>	<p><i>Minimum 25 for year 13 (homework & mocks)</i> <i>Minimum 25 for year 12 (homework & mocks)</i> <i>My be across 1 or 2 teachers</i> OR <i>Where possible, and if appropriate, a minimum of 5 pieces of assessed work per half term</i></p>
<p>Typical feedback strategies:</p>	<p>Verbal feedback is given to pupils every lesson (whole class/group/individual) Teacher moves around room in lessons, correcting spelling/ mathematical errors as you see them.</p> <p>Topic checks are issued at identified points in a unit of work (Approximately every 3 weeks) All topic checks will be peer assessed or marked by the teacher and will inform personalised DIRT tasks and planning.</p> <p>DIRT SHEETS (PINK SHEETS) will contain WWW and EBI and pupils will complete given task(s) in green pen.</p>	<p>Verbal feedback is given to pupils every lesson (whole class/group/individual) Teacher moves around room in lessons, correcting spelling/ mathematical errors as you see them.</p> <p>Topic checks are issued at identified points in a unit of work (Approximately every 3 weeks) All topic checks will be peer assessed or marked by the teacher and will inform personalised DIRT tasks and planning.</p> <p>DIRT SHEETS (PINK SHEETS) will contain WWW and EBI and pupils will complete given task(s) in green pen.</p>	<p>Verbal feedback given to pupils each lesson (whole class/group/individual) Teacher moves around room in lessons. Solutions provided in class and/or afterwards for students to self-assess.</p> <p>Students receive written feedback on every written homework and assessment, identifying clearly where (if any) marks were lost.</p> <p>Common errors explained to whole class after marking if appropriate.</p> <p>Students are set follow up work if their score falls below their target grade, typically in the form of an 'ISAP' (individual student action plan). This, again, is marked by the</p>

	<p><i>During periods of examination preparation, there is no requirement for topic checks</i></p> <p>Other opportunities</p> <p>Quick quizzes, fluency Q&A plenaries, whiteboards, diagnostic questions, low-stakes quizzes.</p> <p>Numeracy Ninjas in Y7 & Y8.</p> <p>General classwork</p> <p>All classwork to be self-marked, teacher to check completion and quality during the lesson through live marking.</p> <p>This may include such tasks as an Exit ticket, issued to establish pupils' short-term understanding.</p> <p>All exit tickets marked by a teacher but no comments required. Teacher notes mistakes/misconceptions and gives whole-class feedback when exit tickets are returned. Pupils write their corrections in green on the ticket. This ensures feedback is given and considered on a regular basis. Use the feedback you receive from exit tickets to inform planning.</p>	<p><i>During periods of examination preparation, there is no requirement for topic checks</i></p> <p>Other opportunities</p> <p>Quick quizzes, fluency Q&A plenaries, whiteboards, diagnostic questions, low-stakes quizzes.</p> <p>General classwork</p> <p>All classwork to be self-marked, teacher to check completion and quality during the lesson through live marking.</p> <p>This may include such tasks as an Exit ticket or targeted starter (identified by JW), issued to establish pupils' short-term understanding.</p> <p>All exit tickets/targeted starters marked by a teacher but no comments required. Teacher notes mistakes/misconceptions and gives whole-class feedback when exit tickets are returned. Pupils write their corrections in green on the ticket. This ensures feedback is given and considered on a regular basis. Use the feedback you receive from exit tickets to inform planning.</p>	<p>teacher, and a purple progress made sticker awarded if completed to target grade.</p> <p>Other opportunities</p> <p>Targeted starter</p> <p>Mini-mocks</p> <p>Susan Wall / MEI resources which identify misconceptions (paired work):</p> <ul style="list-style-type: none"> Multiple choice quizzes Tarsia activities Spot the mistake Odd one out Sequencing tasks <p>Big paper exam style questions (paired work)</p> <p>Use of technology to allow for self-checking i.e. desmos or geogebra</p>
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	All homework will be marked online, teacher to check completion and quality during the lesson.	All homework will be marked online, teacher to check completion and quality during the lesson.	
How will students typically respond to feedback?	In green pen if it is a written response regardless of format. Verbally via a presentation/group discussion.	In green pen if it is a written response regardless of format. Verbally via a presentation/group discussion.	In green pen if it is a written response regardless of format. Corrections on homework. Completion of ISAP follow up work.
Will a student's response to feedback be reviewed?	The teacher may use a progress sticker or write target met if progress has been made. Progress stickers will be awarded where appropriate. Pupils who still require additional support will be directed to key video tutorials on Mathswatch.	The teacher may use a progress sticker or write target met if progress has been made. Progress stickers will be awarded where appropriate. Pupils who still require additional support will be directed to key video tutorials on Mathswatch.	The teacher may use a progress sticker or write target met if progress has been made.
Will grades be given?	Grades will be given at the two school assessment points recorded on SIMS.	Grades will be given at the two school assessment points recorded on SIMS.	Students will be given a raw mark, percentage & grade.
What data will be collected? How will it be recorded?	Grades will be recorded on SIMS in line with the two school assessment points.	Grades will be recorded on SIMS in line with the two school assessment points.	Class teacher will record assessment data in 'Set Lists'. All homework tasks, ISAPs and assessments will be kept in a student's KS5 folder.
How will feedback be integrated into the curriculum planning? Consider long term, medium term and short term planning	Suggested DIRT completion check points will be highlighted on the SOW.	Suggested DIRT completion check points will be highlighted on the SOW.	Suggested formal written assessments, key homework tasks will be recorded on the SOL.

	<p>Whole school assessment points will be planned into the overview grids each year.</p> <p>Dedicated feedback session/s will be delivered following progress checkpoints/review feedback.</p> <p>Assessment and feedback will be integrated into all lessons in line with the Teaching Standards.</p>	<p>Whole school assessment points will be planned into the overview grids each year.</p> <p>Dedicated feedback session/s will be delivered following progress checkpoints/review feedback.</p> <p>Assessment and feedback will be integrated into all lessons in line with the Teaching Standards.</p>	<p>Dedicated feedback session/s will be delivered following assessments.</p> <p>Personalised written feedback will be received where necessary in the form of an ISAP.</p> <p>Assessment and feedback will be integrated into all lessons in line with the Teaching Standards.</p>
<p>How will exercise books/folders be used to track progress?</p>	<p>All students will have a blue A4+ exercise book, which will be used to take notes, complete classwork and homework when appropriate.</p> <p>Misconceptions in books will be addressed at the earliest opportunity through self-marking, peer-marking, use of visualiser and teacher circulation around room.</p> <p>Topic checks and DIRT task sheets will be stuck in to books.</p>	<p>All students will have a blue A4+ exercise book, which will be used to take notes, complete classwork and homework when appropriate.</p> <p>Misconceptions in books will be addressed at the earliest opportunity through self-marking, peer-marking, use of visualiser and teacher circulation around room.</p> <p>Topic checks and DIRT task sheets will be stuck in to books.</p>	<p>A' Level students will organise their notes, classwork and homework tasks in a dedicated A4 ring binder.</p> <p>All assessments subject to feedback will be stored in a specific folder section.</p> <p>Folders will be subject to checks for organisation, quality of notes and independent learning.</p>