

The Swan School Policy: Feedback

Aims:	<ul style="list-style-type: none"> To show students how to progress, including how to edit, redraft and improve work To ensure that students are completing class work and homework consistently <p><i>This will be achieved by:</i></p> <ul style="list-style-type: none"> Monitoring work for completion and presentation Providing meaningful feedback and targets for students to improve their work
Targets/ Outcomes	<ul style="list-style-type: none"> Excellent progress and attainment for all students Exercise books are extremely well presented demonstrating that students take pride in their work.
Definition:	<ul style="list-style-type: none"> Feedback refers to the guidance teachers give to students about the quality of their work, and how to further improve it. This may take the form of: <ul style="list-style-type: none"> -whole class feedback -verbal feedback -written feedback in books -peer or self feedback, based on a set of criteria guided by the teacher -monitoring work for completion and presentation
Roles and Responsibilities:	
Students will:	<ul style="list-style-type: none"> Read and respond to teachers' feedback on their work including completing follow up activities Use green pen to self and peer assess work during lessons Meet all expectations in terms of completion and presentation of their classwork and homework
Teaching staff will:	<ul style="list-style-type: none"> Give feedback in line with the department policy including type and frequency Monitor students work and challenge them when this doesn't meet the appropriate standard Ensure that the student's exercise book is up to date and contains all the work they have completed. Mark assessments and input students' % marks during the assessment period
Parents and carers will:	<ul style="list-style-type: none"> Monitor their child's homework and planner and sign the planner weekly Ensure their child submits high quality work and meets all deadlines Make appointments with subject teachers if there are any issues that need addressing
SLT will:	<ul style="list-style-type: none"> Carry out regular book checks to monitor the quality of work and evidence of feedback in line with department policy Support staff in training and following procedures for consistent application of the policy Implement, monitor, review and revise the policy with Governors
Related Docs:	Teaching and Learning Policy Assessment Policy

Monitoring Date:	Monitored By:	Full Review Due:	Review By: