

## Marking and Feedback through Teams

As we are now a month into this Lockdown and a month into using Teams, we felt that now was an appropriate time to share with you our intentions with how we, as teachers, now mark and feedback on the work that the children submit through Teams.

When considering marking and feedback on Teams, the purpose and our intent aligns with our Marking and Feedback Policy, which can be found on the school website. However, due to our current situation, certain elements have needed to be adapted and modified.

Since the beginning of this Lockdown, there has been the expectation that all work that would be marked in school should be marked on Teams. Children should then be engaging with that feedback, as they would in school, and make changes, corrections or improvements based on that feedback. In school, that would then be looked at by one of the class adults. Therefore, it is important that the children share these changes with their teacher by uploading their altered and updated work to Teams.

Our ethos is that marking and feedback aligns with what are called the three Ms. It should be **meaningful** to the children, **manageable** for children and teachers (and, at the moment, parents if they are supporting their children) and most of all **motivating**. There are a number of different options available to teachers with the way they respond. Here are some of the ways teachers might respond to work (all of which align with best practice when we are in-school):

- A comment in the feedback box, which will acknowledge what they have achieved but also point them in the direction of some changes, corrections or improvements they should make (either in that lesson or future lessons)
- In-work marking using comments, highlighters, underlining, success criteria tables etc. This will be more common in the Upper Juniors where much of the work is completed through typing instead of handwriting.
- Simply returning the work without a comment, which shows that the work has been seen but that no comment was deemed necessary.
- Whole Class Feedback through the Conversation tab in General or at the beginning of the next lesson, where teachers will feedback collectively to everyone, highlighting what went well and what could be improved upon.
- Chat throughout the school day, using the Conversations feature, where pupils can ask questions about their learning and receive live feedback and guidance from their teacher.

It is imperative that all children do their very best, within the limits of their family circumstances, to respond to the feedback.

Moving forward, as we still have at least four weeks of Lockdown to go, teachers have been asked to consider ways to ensure that their marking and feedback aligns with the three Ms. Teachers will do their best to be consistent and timely with their marking and feedback, but as a school, we must recognise that staff are working under very different conditions to normal and each day may well be different to the next. The best way for the children to keep on top of their Returned Assignments is to keep an eye on their Activity tab during the school week. When a piece of work is returned, a notification will appear and they can then tap that to link straight to their marked and returned pieces of works.

As we always want to keep moving forward with our practices, the children may notice teachers trying new things or doing things differently with their feedback in the coming weeks, in order to further support the children with their learning. All of these strategies can only continue to strengthen the dialogue and connections between the pupils and their teacher. The teachers will be asking the children next term which strategies work best for them during remote learning times.

Best wishes and stay safe,

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School Values: Autumn 1 Determination with Self-Belief; Autumn 2 Respect and Kindness; Spring Joy in Wellbeing;  
Summer Imagination through Curiosity

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