

Marking and feedback during school closure 2020

Methods of providing feedback during school closure

- Issuing achievement points on Arbor
- Tutor praise during fortnightly calls, recommended by teachers
- Whole class feedback via email or SMHW or Googleclassroom message
- Whole class feedback during weekly ‘live’ lesson
- Individual email or SMHW or Googleclassroom message

Guidance for parents and carers

Our teachers will use a range of methods to provide feedback to students and to ‘keep in touch’ during this period of school closure, including phone calls, individual emails and whole class feedback messages. Teachers will be asking students to submit work regularly: sometimes this will be to ensure that work has been completed and so that teachers know what students have understood to inform the next stages of their planning, at others it will be so that individual feedback can be given and acted on by students.

Please see the below the outline of our approach to feedback for different subject areas. Frequency of feedback will vary according to the normal frequency of lessons and the number of classes for which each teacher is setting and receiving work.

Faculty	Feedback during closure
English	The minimum communication you can expect from your English teacher is a whole class email every week. Students can expect feedback on the work they have submitted at least every three weeks. English teachers like to respond to every communication from students, but in many cases it will be a few days before they are able to do so. The longest a student will have to wait is five days, and their question may be addressed in the whole class email.
Maths	KS3 and KS4: Feedback to be given every 3 weeks, using SMHW to send a whole class message re: work that should have been completed. This will be done by each individual teacher to their classes. Extra work/extension tasks can continue to be sent to individual teachers for marking with a turn around of 5 days. KS5: Feedback to be given within 5 working days after each End of Topic assessment submission. Feedback will be given as a flexible task by your class teacher.
Science	All students will receive feedback at least once every three weeks. Teachers will select the best method, and this will often be in the form of “whole-class feedback” that the teacher will post on SMHW (making it clear this is not additional work for students to complete). The feedback may be on tests completed as part of the closure work, or on other tasks they have been assigned, including Educake quizzes.
Humanities	For Key Stage Three and Four we will aim to provide feedback at least every three weeks. For years seven and eight this will be linked to the cross-curricular projects that we are setting. The project will be marked by one of your child's Humanities teachers. Therefore they will only receive feedback from that teacher. For year 12 we will aim to provide feedback in our live lessons each week. In addition we will aim to mark work fortnightly. Feedback will be formative and students will be required to act upon feedback.

MFL	Each class will be asked to complete a piece of writing at least once every three weeks of closure. Usually, this writing will be done by hand to give exam practice. The work will be corrected and feedback will be given on 'What Went Well' and targets.
DT	All students will get feedback at least once every three weeks via virtual lessons, SMHW or Google classroom. For KS3 this will mostly be whole class feedback, with some possible bespoke comments. KS4 and KS5 will have more bespoke feedback. All feedback will be positive, with guidance on how to improve their work. The expectation will not be to re-do completed work for KS3. KS4 and KS5 may be expected to improve completed work.
Creative Arts	All students will get feedback at least once every three weeks via virtual lessons, SMHW or Google classroom. In KS3 feedback will be to the whole class, highlighting some good examples from the year group to highlight best practice. KS4 feedback will be more individual. Staff will continue to give general feedback about strengths of the work and areas for development. KS5 feedback will be through live sessions and direct messages to students. Improvements in response to feedback are expected at KS4 and KS5.
PE	Feedback will be given in weekly BTEC virtual lessons. At the end of the 3 week cycle of work, feedback will be given to an individual on SMHW.

We do ask for patience and consideration from parents and students who have emailed with questions or who have submitted work and are waiting for feedback: many teachers will teach around 300 students, many have considerable caring responsibilities at home and some may have periods of illness. Also, because many teachers will have large numbers of students submitting work, please do not expect an email to acknowledge receipt of submitted work.

Parents and students can email teachers and we will try to respond to emails within 2 working days but it may take up to 5 working days for staff with very large numbers of students in their care or with significant caring responsibilities at home. If you have still not received a response after this time and are concerned, please contact the relevant Head of Faculty or Head of Year.

With best wishes,

Heads of Faculty