



Feedback Policy

Philosophy

Feedback, assessment and recording are integral to the teaching and learning process. All must meet statutory requirements and be uniform within a Department so as to be readily understood by their audiences.

Feedback

Feedback can take many forms, from verbal to a checklist approach, and is dependent on the Department giving it. During times of remote education feedback policies have been amended to reflect how each department is giving feedback.

Each Department will adopt a feedback process that will ensure consistency and quality, which both supports and develops the progress of students in all Key Stages. Feedback should be carried out on a regular basis as decided by the department and recorded as stated in the department section overleaf. It must not be left for so long that feedback becomes irrelevant. Realistic strategies during remote learning should be employed to ensure that the work of all students' work is seen and commented upon, but should not be time consuming and at the expense of planning of quality lessons. In the event of prolonged staff absence, the department will take the necessary steps to ensure feedback for all students has occurred.

Feedback must have a purpose. It should be consistent, fair and constructive, emphasising the positive, whilst also providing an improvement target. Students should have the opportunity to respond to feedback with their teachers, through the form of a learning dialogue if necessary, and be able to establish a realistic idea of the action required to improve the level of their achievement however during remote education opportunities to do this maybe limited. Feedback should be a motivator for students.

Students should know the criteria against which they are assessed. Success criteria for all Key Stages should be readily accessible for example in such places as Firefly/classroom walls/at front of books/folders.

The purpose of feedback is:

- To provide a performance indicator to students, so they understand what they are trying to achieve, how well they have achieved it, and how to move forward
- To provide reliable assessment data which can be used formatively within departments and the school
- To help students/parents understand how well the student is progressing
- To monitor the progress of work being completed
- To evaluate how well a class/individual has understood the set work in order to inform teaching the next series of lessons

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January 2018
February 2021

LOCKDOWN FEEDBACK POLICY - MFL Department- February 2021

	Live lessons	How often ?	Offline lessons	How often ?
KS3	<ul style="list-style-type: none"> Instant feedback by teacher going over the answers of tasks completed live-listening & reading. Pupils mark their own work. Pupils make contributions in class discussions and provide example answers. Teacher gives live feedback and this serves as a model for others in the class. Achievement points awarded for attendance to live lessons, completion of classwork, submission of work and good contributions in the live chat or orally. 	Every live lesson	<ul style="list-style-type: none"> Firefly reading comprehension, grammar and vocabulary quizzes for Italian and French- auto marked: % results sent to pupils/parents and added to mark books. Pearson Activelearn for French listening, reading, grammar and vocabulary test: auto-marked and % results sent to students/parents via Firefly Achievement or negative points awarded in Bromcom. End of half term/term achievement certificates. 	<p>Fortnightly</p> <p>Fortnightly</p> <p>As and when deserved/needed</p>
KS4	<ul style="list-style-type: none"> Instant feedback by teacher going over the answers of tasks completed live-listening & reading. Pupils mark their own work. Pupils make contributions in class discussions and provide example answers. Teacher gives live feedback and this serves as a model for others in the class. Achievement points awarded for attendance to live lessons, completion of classwork, submission of work and good contributions in the live chat or orally. Pupils read out loud-oral feedback on 	Every live lesson	<ul style="list-style-type: none"> Year 11 and Year 10 submit their answers to the themed questions in a word document/ on one drive (speaking and writing GCSE preparation). Teacher marks and returns for improvements. This informs tracking point data. Firefly reading comprehension, grammar and vocabulary quizzes for Italian and French- auto marked: % results sent to pupils/parents and added to mark books. Pearson Activelearn for French listening, reading, grammar and vocabulary test: auto-marked and % 	<p>End of module</p> <p>Fortnightly</p> <p>Fortnightly</p> <p>As and when requested</p> <p>As and when deserved/needed</p>

	<ul style="list-style-type: none"> pronunciation. Other pupils complement peer answers by adding different points of view and detail (peer feedback). Pupils asked questions in turn to ensure even participation. 		<ul style="list-style-type: none"> results sent to students/parents via Firefly Pupils submit photos of some of their work for acknowledgement or detailed feedback Achievement or negative points awarded in Bromcom. End of half term/term certificates for achievement. 	
KS5	<ul style="list-style-type: none"> Instant feedback by teacher going over the answers of tasks completed live-listening & reading. Pupils mark their own work. Pupils share their answers verbally and in writing (live document). Teacher gives live feedback and asks for further details/clarification. Other pupils complement peer answers by adding different points of view and detail (peer feedback). Achievement points awarded for attendance to live lessons, completion of classwork, submission of work and good contributions in the live chat or orally. Pupils read out loud-oral feedback on pronunciation. Pupils asked questions in turn to ensure even participation. 	Every live lesson	<ul style="list-style-type: none"> Pupils submit word documents or photos of their work for acknowledgement or detailed feedback Model answers provided for self-assessment Pupils complete vocabulary quizzes on Memrise and Quizlets (auto-marked) Achievement or negative points awarded in Bromcom. End of half term/term certificates for achievement. 	<p>As often as possible</p> <p>Fortnightly</p> <p>As and when deserved/needed</p>