

Radnor Primary School

Ysgol Gynradd Radnor



Radnor Road/Heol Radnor, Canton/Treganna
Cardiff/Caerdydd CF5 1RB
Tel/Ffon: 029 2038 7506
Email/Ebost: radnorprm@cardiff.gov.uk

Feedback and Marking Policy

November 2025



STRONG HERITAGE | STRONG FUTURE
RHONDDA CYNON TAF
TREFTADAETH GADARN | DYFODOL SICR



Healthy

Respectful

Inclusive

Resilient

Kind

Eco-friendly

Headteacher:	Mrs Louise Williams
Chair of Governors	Mr Matthew Downes

Formally adopted by the Governing body of:
Radnor Primary School on 26th November 2025

All feedback should be ***timely, meaningful, manageable*** and ***motivating***.

Introduction

This policy reflects the school's philosophy and values with regard to providing children with feedback about their learning. The policy is for the use of all teachers and learning support assistants who are involved in providing feedback to our children and is also to inform parents and carers about our assessment for learning practices and how children are involved in their own learning. It also makes clear our stance on the marking of children's work.

Definition of feedback

Feedback is a process in which learners make sense of information about their performance and use it to enhance the quality of their work or learning strategies.

Feedback should empower children to take responsibility for improving their work; it should not take away from this responsibility of adults to do the hard thinking for the pupil. Feedback is a part of the school's wider assessment processes which aim to provide an appropriate level of challenge to pupils in lessons, allowing them to make good progress.

Feedback can take the form of spoken or written marking, peer and self-assessment. At Radnor, we recognise that verbal feedback can be just as valid as written feedback and the school will not necessarily put greater emphasis on written feedback. The quantity of feedback should not be confused with the quality.

Purpose of feedback

Feedback and marking should:

- Focus solely on furthering children's learning and driving pupil progress; it should improve the learner, not just a piece of work.
- Be manageable for teachers and accessible to pupils and relate to the learning intention.
- Give recognition and praise for achievement.
- Give clear strategies for improvement which result in better pupil achievement.
- Allow specific time for pupils to read, reflect and respond to feedback and marking.
- Be incidental to the process; Radnor will not provide additional evidence for external verification.

Aims of the policy

- To provide a consistent stance on feedback throughout the school, so that pupils have a clear understanding of their teachers' expectations of them, enabling them to identify strengths and information on how to improve their performance.

- To use marking as a tool for ongoing formative assessment, ensuring children are effectively challenged and that progress is evident through a dialogue which supports progression.
- To develop positive attitudes to learning and achievement.
- To inform the teacher of children's progress and needs for future planning.
- To support the balance of teacher workload.

Teacher responsibilities

We believe that teachers have the duty to give pupils regular feedback, both orally and through accurate marking, and give pupils opportunities to respond to the feedback.

Senior Leaders and Governors responsibilities

Senior leaders and governors are responsible for the effective deployment of all resources in school. They should consider the hours the teachers spend on marking and have regard for the work-life balance of their staff. When assessing and reviewing the feedback policy, they should use the four principles: all feedback should be **timely, meaningful, manageable** and **motivating**.

Curriculum for Wales - [Assessment Guidance](#)

Practitioners

The role of the practitioner is to plan for and provide effective learning experiences that are appropriate to the age and development of each individual learner. **They should enable learners to appreciate where they are in their learning, where they need to go next and how they will get there.** Practitioners should support and challenge learners effectively to ensure they each make progress. This should be achieved through:

- being clear about the intended learning, and planning engaging learning experiences accordingly
- supporting the promotion of learner well-being through assessment practice
- **sharing intended learning** appropriately with learners
- **evaluating learning**, including through observation, questioning and discussion
- using the information gained from ongoing assessment to reflect on own practice to inform next steps in teaching and planning for learning
- **providing relevant and focused feedback that** actively engages learners, encourages them to take responsibility for their learning, and **moves their learning forward**
- **encouraging learners to reflect on their progress** and, where appropriate, to consider how they have developed, what learning processes they have undertaken and what they have achieved
- **providing opportunities for learners to engage in assessing their own work and that of their peers**, and supporting them to develop the relevant skills to do this effectively

- developing learners' skills in **making effective use of a range of feedback to move their learning forward**
- involving parents and carers in learner development and progression, with the learner's involvement in this dialogue increasing over time
- engaging in dialogue with leaders and fellow practitioners to ensure they have a clear picture of the progress being made within their school
- identifying any additional challenge or support learners may require, engaging with external partners where necessary

Learners

The role of the learner is to participate in and contribute to the learning process in a way that is appropriate to their age and stage of development. This will help learners to develop knowledge, skills and understanding, and to apply them in different contexts. As they make progress along the continuum with increasing independence, learners should be supported and encouraged to:

- understand **where they are in their learning and where they need to go next**
- develop an understanding of **how they will get there**
- **respond actively to feedback** on their learning, and develop positive attitudes towards receiving, responding to and acting upon feedback in their learning
- review their progression in learning and articulate this both individually and with others
- reflect on their learning journey and develop responsibility for their own learning over time

Estyn advice

(taken from the [Reducing Workload Guide](#))

- Remember that all feedback (including marking) should be **timely, meaningful, manageable and motivating** for pupils.
- Consider the **quality** of the feedback you give pupils **rather than the quantity**.
- Contribute to the task of reviewing the school's assessment policy periodically to ensure consistency and that it has a worthwhile impact on pupil progress.

Estyn has no preferred method of marking or giving feedback. Estyn judges the impact of marking or feedback on how well pupils understand what they need to improve.

Estyn does not expect to see any written record of oral feedback to pupils, but will consider how teachers and pupils use written and oral feedback to promote learning.

Principles of effective feedback

In their guidance report - *'Teacher Feedback to Improve Pupil Learning'*, the Education Endowment Foundation provides a summary of recommendations for effective feedback. Effective feedback should move learning forward, targeting either the task, the subject or self-regulation strategies. **Feedback** may be delivered **either verbally or in written form**. Crucially, **pupils need to be given opportunities to act on the feedback** they have been given.

<p>1. Lay the foundations for effective feedback</p>	<p>Before providing feedback, teachers should provide high quality instruction. This includes setting a clear focus and success criteria and using formative assessment to assess learning gaps. High quality initial instruction will reduce the work that feedback needs to do.</p>
<p>2. Deliver appropriately timed feedback that focuses on moving learning forward</p>	<p>There is not one clear answer for when feedback should be provided. Teachers should use their professional judgement to decide whether more immediate or delayed feedback is required. Feedback should focus on moving the learning forward. High quality feedback may focus on:</p> <ul style="list-style-type: none"> ● The task (feedback focused on improving a specific piece of work or task) e.g. <i>'Many of you are identifying the bulbs and wires in this circuit. Can you also label the switches and cells?'</i> ● The subject (feedback targets the underlying processes in a task, which are used across a subject. The feedback can be applied in other subject tasks) e.g. <i>'Let's look at how you are writing your d's. Can you see you have started at the top and gone down and done a loop? Remember we start writing a 'd' by doing a letter 'c' shape.'</i> ● Self-regulation strategies (feedback is usually provided as prompts and cues and aims to improve the learner's ability to plan, monitor and evaluate their own learning) e.g., <i>'Look at our display of strategies that we've used to solve problems we've tackled in the past. I think one of those could help you solve this problem.'</i> <p>Feedback that focuses on a learner's personal characteristics e.g. <i>'This is ok, but you can do better!'</i> or that offers vague remarks e.g. <i>'Be clearer'</i> is likely to be less effective and should be avoided.</p>
<p>3. Plan for how pupils will receive and use feedback</p>	<p>Careful thought should be given to how pupils receive feedback. Pupil motivation, self-confidence, their trust in the teacher and their capacity to receive information can impact the effectiveness of feedback. Teachers should implement strategies that encourage pupils to welcome feedback. They should also provide opportunities for pupils to use and respond to feedback.</p> <p>Discuss the purpose of feedback. Discuss with the class why feedback is important. The key is to emphasise that feedback is provided not to be critical but because the teacher has high standards and believes the pupils can meet them (mindset)</p> <p>Model the use of feedback. Pupils may be more likely to welcome and use feedback if this is modelled to them by their peers. For example, could whole-</p>

	<p>class discussions focus on a learner who has improved their work as a result of acting on feedback?</p> <p>Provide clear, concise, and focused feedback. Sometimes less is more. Teachers should avoid feedback that ‘overloads’ pupils.</p> <p>Ensure the pupils understand the feedback given. This includes teacher handwriting being clear enough for pupils to read.</p>
4. Carefully consider how to use purposeful, and time-efficient, written feedback.	<p>Written methods of feedback, including written comments, marks and scores, can improve pupil attainment; however, the effects of written feedback can vary. The method of delivery (and whether a teacher chooses to use written or verbal feedback) is likely to be less important than ensuring that the recommendations 1 – 3 are followed.</p> <p>Written feedback can be effective if it follows high quality foundations, is timed appropriately, focuses on the task, subject, or self-regulation, and is then used by pupils.</p> <p>Some forms of written feedback have also been associated with a significant cost to teacher workload. This should be monitored by teachers and senior leaders. School leaders should consider what other tasks a teacher may have to sacrifice to provide feedback. Is the cost to other areas, for example, reducing time available for planning high quality instruction, worth the time spent on written feedback?</p> <p>Strategies for written feedback are described later in this policy.</p>
5. Carefully consider how to use purposeful verbal feedback	<p>Verbal methods of feedback can improve pupil attainment and may be more time-efficient compared to some forms of written feedback. Again, the effects of verbal feedback can vary and the method of delivery is likely to be less important than ensuring recommendations 1-3 are followed.</p> <p>Strategies for verbal feedback are described later in this policy.</p>
6. Design a school feedback policy that prioritises and exemplifies the principles of effective feedback	<p>Schools should design feedback policies which promote and exemplify principles of effective feedback. The policies should not over-specify features such as the frequency or method of feedback.</p>

The four principles of effective marking

- **Timely:** Marking needs to be done at the time when it will have the most effect on learner attainment.
- **Meaningful:** Marking varies by age, group, subject, and what works best for the pupil and teacher in relation to any particular work. Teachers are encouraged to adjust their approach as necessary and should be trusted to incorporate the outcomes into subsequent planning and teaching.

- **Manageable:** Marking practice is proportionate and considers the frequency and complexity of written feedback, as well as the cost and time-effectiveness of marking in relation to the overall workload of teachers.
- **Motivating:** Marking should help to motivate pupils to progress. This does not mean always writing in-depth comments or being universally positive – sometimes short, challenging comments or oral feedback are more effective. If the teacher is doing more work than the pupils, this can be a disincentive for pupils to accept challenges and take responsibility for improving their work.

Marking practice that does not have the desired impact on pupil outcomes is a time-wasting burden for teachers that has to stop.

Feedback strategies used at Radnor

Above all, feedback (whether written or verbal) needs to reflect the principles of effective feedback as described in recommendations 1-3 above.

Strategies	What this might look like
<p>Live Feedback (includes <i>'live marking'</i>)</p> <p>The next step is given 'in the moment'</p>	<p>Whilst pupils are working, the teacher circulates and provides feedback on their work by asking questions, giving hints or through modelling and scaffolding next steps. Pupils review and correct their work 'in the moment'.</p> <p>Live feedback includes the teacher gathering and responding to feedback from verbal responses and mini whiteboards. It may involve individuals, small groups or the whole class and may take the form of further support, challenge, or a change of task. Improvements/corrections should be evident in the child's work.</p> <p>'Live marking' is where marking takes place during the lesson rather than after. It may be undertaken with individuals during class time (where the teacher 'bounces' around to different pupils) or it may take place through modelling to the whole class collectively using methods such as a visualiser, scanning work and displaying it on the interactive whiteboard. This may save teachers time, although they should ensure that the feedback given is thoughtful and purposeful and that pupils are provided with opportunities to use it. Since the teacher and pupil interact during live marking, it is more likely that the pupil is clear about exactly what the feedback means, which is sometimes not the case in distance marking.</p> <p>Teachers and Learning Support Assistants may be involved in providing live feedback.</p>
<p>Summary feedback</p> <p>Mini plenaries</p>	<p>Mini plenaries provide an opportunity to review learning and offer feedback during the lesson or task, rather than at the end where there is no time to edit mistakes and make improvements. For mid-lesson learning stops to be effective, the learning objective and success criteria must be clear and challenging yet achievable.</p>


	<p>Teacher stops pupils periodically and reviews the success criteria, models or verbalises their thought processes and directs pupils to check their own work. Pupils may review their own work or that of a partner. They may highlight where they have met the learning objective or check against a success criteria checklist. They then have the rest of the lesson to make changes or to ensure they have met the learning objective.</p>
<p>Verbal feedback</p>	<p>Verbal feedback is an integral aspect of effective instruction that can be delivered in a variety of different ways. It can be pre-planned and highly structured, such as whole class feedback (for example, addressing common misconceptions) or a structured one-to-one discussion (conferencing). It can also be instantaneous and spontaneous e.g. quick prompts such as ‘you need to add more detail to that answer’. It can be directed to an individual or a specific group with shared learning needs. It can accompany written feedback or it can stand alone.</p> <p>Verbal feedback is not an ‘easy’ alternative to written feedback. While it may offer a time-efficient alternative to some forms of written feedback, careful thought and consideration is still required when delivering it.</p> <p>Teachers should aim to provide feedback which is motivational, yet related directly and specifically to the learning. Bland and unhelpful comments should be avoided. For example, instead of saying “Well done!”, we should say, “Well done! You are beginning to use capital letters correctly.”</p>
<p>Written feedback/distance feedback</p>	<p>Takes place away from the point of teaching. Provides teachers with opportunities for assessment of understanding. Includes a balance of ‘light touch’ marking and deeper marking, which will provide more detailed feedback.</p> <p>Being mindful of workload, teachers are not expected to mark every single piece of work deeply. Instead, at the end of the day, teachers will look through each book, identifying common misconceptions and errors in basic skills. They will identify those who didn’t grasp the concept, those who showed good understanding, and those who did particularly well (these children may be used as models of success in the following lesson).</p> <p>As they look through the books, teachers should tick to acknowledge the work has been seen. Whilst looking through books, teachers make mental/written notes on key messages to give feedback to pupils at the start of the next lesson.</p> <p>This avoids the need for teachers to provide extensive written comments. Instead, the feedback is given as ‘whole class’ feedback (or small group/individual feedback) at the start of the next lesson. In this way, time that would be spent on marking each piece of work extensively is better used planning the next lesson. The following lesson will begin with the teacher sharing good examples from the lesson the day before, identifying common errors and addressing misconceptions.</p>

	<p>After this, children may then be given time to check their work from the previous session in response to the feedback.</p> <p>Deeper marking, through written comments should be used where meaningful guidance can be offered which has not been possible to provide during the lesson itself. In the case of groups of pupils having common needs, it may be appropriate for teacher to adjust planning or grouping rather than providing a written comment in each individual book.</p> <p>Crucially, if written feedback has been given, pupils must be provided with the opportunity to respond to the feedback as soon as possible. This may be done through a 'soft start' to the day or at the start of the lesson.</p> <p>Teachers should use black pen when responding to children's work. Pupils should respond to teacher feedback/make corrections using greenpen.</p> <p>See Marking Guidance section for specific details about marking in different subjects.</p>
<p>Self and peer assessment</p>	<p>Pupils should be involved in the assessment process. We expect pupils to take ownership of their learning and have opportunities to reflect on their success through peer and self-assessment.</p> <ul style="list-style-type: none"> ● Teachers will share the focus with pupils in all lessons. ● Teachers will clarify and share success criteria for pupils to self or peer assess against as appropriate (e.g. through modelling, checklists, exemplars etc). Where appropriate, pupils can be involved in co-creating the success criteria. ● Teachers should encourage pupils to see themselves as the 'first markers', and audience for their learning. Pupils should be encouraged to spot their OWN mistakes and to check and improve their work individually or with the help of a peer before the work is responded to by a teacher. ● Teachers must plan for feedback to take place and should include a range of assessment types including peer and self-assessment. <p>Enabling pupils to self- and peer-assess their own work supports a reduction in teacher workload. If pupils can identify and correct minor slips and errors in advance of the teacher marking their work, then teacher workload can be more tightly focused on how to improve their work, addressing misconceptions, and planning follow-on lessons.</p> <p>Pupils can be encouraged to self/peer-mark their own work - for example, the answers to maths problems could be provided so that children can mark their own work within the lesson before progressing to the next task. In this way, children receive immediate feedback on how well they are doing.</p>

Marking Guidance

Literacy

Prior to the teacher marking any written work, it is important that pupils have been given the opportunity to 'find and fix' their own errors (spelling and punctuation) and to edit and re-draft their own work. Of course, the process of proof-reading and editing writing will need to be carefully modelled to students first.

- Pupils should edit their work in green pen, teachers should mark in black.
- Teachers should highlight where pupils have met success criteria in their writing (just a few examples is enough)
- They should use the following codes to feedback on a piece of writing:
 - SP – check spelling
 - P – check punctuation
 - // - new paragraph needed
 -  - identifies a place in the writing which could be improved and a developmental comment is provided verbally or in writing
- To support teacher workload, for more extended pieces of writing, the teacher may section off smaller chunks and focus their developmental comments on this section. **A highlighter can be used to draw a box around the area of writing that the teacher wants the pupil to focus on** and a developmental comment related to the success criteria for the lesson should be provided. The pupil can then redraft the section.
- Pupils should be provided with opportunities to respond to written feedback as soon as possible.

Maths

- ✓ - indicates correct answer
- ● - indicates an error and that pupil needs to go back and check
- Where misconceptions are evident, teachers may need to provide comments which provide a model or scaffold to support the child to arrive at the correct answer.
- Short verbal or written feedback comments could be provided to extend children further- for example:
 - ***'Prove it'***
 - ***'Explain how you know'***
 - ***'Draw it'***
 - ***'Show it in another way'***.
- These short extension comments could be provided during live feedback or as part of distance marking.

Structuring Lessons to Maximise the Effectiveness of Feedback

Teachers should be resourceful and flexible with the structure of lessons to 'carve' out opportunities for feedback to take place and be responded to. There should be a shift away from the traditional three-part lesson and lessons should instead be more flexible and 'fluid' in design. Examples of how feedback can be built into the day include:

- A 'soft' start to the school day e.g groups/individuals/whole class respond to feedback at the beginning of the day or before a lesson officially begins.
- Time is planned into the start of a lesson for feedback to be given or responded to e.g. misconceptions from the previous lesson are addressed or examples of good work from the previous lesson are shared.
- Lesson begins with the whole class giving feedback on a model piece of writing displayed on the interactive whiteboard.
- Use of whiteboards throughout the lesson so children can share answers and teacher can give immediate feedback.
- Mid-lesson pitstops
- Time built into lessons for self-assessment - for example, peer/self-marking in Maths, checking writing against success criteria checklists.
- Where appropriate, lessons designated for proof-reading and editing Writing on a regular basis.

This policy will be reviewed in November 2026