

# Stewards Academy— Remote Learning Assessment Guidelines

	Feedback Expectations for teachers	Expectations for pupils
<p><b>Work Sampling:</b></p> <p>For work uploaded to ClassCharts..</p> <p>Following every lesson</p>	<ul style="list-style-type: none"> <li>Teachers will check who has viewed the work on ClassCharts.</li> <li>Teachers will check who has uploaded work if requested to ClassCharts..</li> <li>Teachers will assess a manageable number of uploads and feedback to the whole class in the next lesson.</li> <li>Teachers may give individual feedback through ClassCharts as they deem necessary, but there is no requirement to do so every lesson.</li> </ul>	<ul style="list-style-type: none"> <li>Must look at work set on ClassCharts..</li> <li>Must upload work to ClassCharts if requested by teacher by the end of the lesson.</li> <li>Check for comments or feedback from the teacher on ClassCharts..</li> <li>Listen carefully to oral feedback in the next lesson and make note of any points pertinent to their work.</li> </ul>
<p><b>BookLooks:</b></p> <p>Determined by department</p> <p>At least once every half-term</p>	<p>Complete a <b>Pupil Progress Overview form</b> (overleaf) to feed into teacher planning:</p> <ul style="list-style-type: none"> <li>Strengths (WWW) in terms of success criteria/ general</li> <li>Areas for Development (EBI) in terms of success criteria/ general</li> <li>Next lesson—teaching points/ revisit/ extensions</li> <li>Pupils to follow up—any pupils who require intervention/ praise</li> <li>GPS—list common spellings, grammar/ punctuation errors to teach to next lesson</li> <li>Teachers will follow marking with a feedback lesson</li> </ul>	<p>Pupils will use a <b>blue pen</b> to respond to feedback which may include:</p> <ul style="list-style-type: none"> <li>a moving on question</li> <li>an extension task</li> <li>a modified task</li> <li>GPS corrections</li> </ul>
<p><b>Assessment:</b></p> <p>Stewards Assessment Ladder (SAL)</p> <p>At the end of every unit</p>	<p>Complete <b>Stewards Assessment Ladder</b> for each pupil and a <b>Pupil Progress Overview form</b> (overleaf) as above for the class:</p> <ul style="list-style-type: none"> <li>Highlight achievement in orange</li> <li>Highlight target in pink</li> <li>Teachers will follow marking with a feedback lesson</li> <li>Teachers <b>may add</b> subject specific comments/ questions in green pen</li> <li>Teachers will check feedback has been acted upon (including corrections to GPS errors) during the feedback lesson</li> </ul>	<p>Pupils will use a <b>blue pen</b> to respond to feedback which may include:</p> <ul style="list-style-type: none"> <li>GPS corrections—spelling tests/ vocab enrichment</li> <li>Mini tasks</li> <li>A moving on question</li> <li>A modified task</li> </ul>
<p><b>Self:</b></p> <p>Self-assessment</p> <p>Teacher Determined</p>	<p>Guide and Model the process:</p> <ul style="list-style-type: none"> <li>Clear and succinct criteria</li> <li>Model WWW/ EBI linked to success criteria and demonstrate where and how elements have been achieved</li> <li>Tight timings</li> <li>Check comments</li> </ul>	<p>Pupils will use <b>blue pen</b> and label Self Assessment.</p> <ul style="list-style-type: none"> <li>Self: corrections, self reflection linked to criteria—WWW/ EBI</li> <li>If relevant, use answers provided by teacher to mark own work.</li> </ul> <p>Pupils will also complete a self evaluation.</p>

## Feedback Lesson Guidelines

A feedback lesson should always follow an assessment or BookLook. When preparing to teach a feedback lesson you will need to consider/ prepare the following:

1. Success Criteria (SAL/task related)
2. List of strengths (WWW) - opportunity for praise and points
3. WAGOLL—model marking on screen—teacher to demonstrate strengths and how to improve linking to success criteria
4. Key points on GPS—spelling lists/ punctuation rules/ sentence and paragraph tips
5. Areas to develop linked to response to feedback tasks: mini tasks/ a moving on question/ an extension task/ a modified task
6. Opportunity for pupil self reflection on the lesson
7. Pupils to upload response to feedback.

**REMEMBER PUPIL RESPONSE SHOULD BE IN BLUE PEN!**