# Oatlands Junior School - Marking and Feedback Symbols

<table>
<thead>
<tr>
<th>Code</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>![Up Arrow]</td>
<td>Teacher comment to show how to improve or correct something in your work. You must respond to this using a purple progress pen.</td>
</tr>
<tr>
<td>✓✓</td>
<td>Your answer is correct.</td>
</tr>
<tr>
<td>·</td>
<td>Your answer is incorrect.</td>
</tr>
<tr>
<td>G</td>
<td>Guided work</td>
</tr>
<tr>
<td>P ✗</td>
<td>Presentation not up to expectations.</td>
</tr>
</tbody>
</table>

## Quality Marking in Writing

- **✓✓** Any stand out areas of writing will be acknowledged by a double tick next to it. At the end of the work a concise, positive comment will be written next to a double tick.
- **↑** A comment will be written in margin to help you as you continue with your work. Write the short date in the margin when writing continues over more than one day.
- **Use Its** A Use It grid will be glued in after each main piece of writing. Teachers will tick features that have been correctly used. You should circle them in purple pen.
- **Editing Flaps** When you edit a section of your work, glue an Editing Flap over the top of the sentence or paragraph you are improving and write improvements in purple pen.

## Editing symbols to be used by children and teachers for writing in any subject.

1. **sp**
   - **In Y3 and Y4** spelling mistakes are underlined and numbered. The numbered word written is correctly at bottom of work.
   - **In Y5 and Y6** a line with a spelling mistake will be marked with ‘sp’ in the margin. Find and correct the word underneath your work.

2. **Circle**
   - Punctuation or capital letter mistakes. Write over mistakes or insert any missed in a circle.

3. **^**
   - Insert a missing word.

4. **//**
   - To show where a new paragraph should start.

5. **__**
   - Improve sentence construction. Is it meaningful and clear? (Perhaps a word is grammatically incorrect or repeated.)

6. **[][]**
   - Draw a neat line through any mistakes with a ruler and pencil.