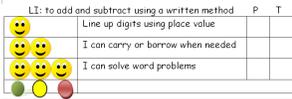


Policy	1	2	3	4	Comments
The Learning Intention (LI) at the top of each page centralised					
Short date at the top of each page in maths or long date at the top of each page in all other subjects					
					
One new page per lesson					
Subheadings and titles underlined					
Handwriting quality is the same as in the back of English book.					
Every learning intention Highlighted: <b>Green = achieved</b> ; <b>yellow = partial</b> ; blank = not achieved					
Pupils complete the traffic lights (year 1 spring onwards).					
Success criteria to be ticked every lesson by the pupil (year 2 upwards) and the teacher					
Every piece of work acknowledged					
<b>Highlight in green = great learning</b>					
<b>Highlight in yellow = work to improve</b>					
Mistakes are ruled out					
In written work, 1 green star for great learning and 1 yellow arrow for next step is given after the drafting stage. Pupil acts on next step in the next lesson (Year 2 and above) 					
In reception and Year 1, all feedback is verbal (Written comments are for planning and assessment purposes).					
In Maths, green tick for correct 					
In Maths, yellow dot for 'not right yet' Corrections seen in blue (Year 2 and above).					
One number per box in maths					
Pupils to draw margins 2 squares from the left in their maths book (ks2 only) Questions 1. 2. 3. Written in the margin					
Ⓒ When using the conferencing					
Ⓔ Adult support provided No code = independent					
<b>Teachers mark in green. Pupils edit in blue</b>					
<b>Overall judgement of books</b>					

**Key**

1. Outstanding – Evidence of the policy being followed the entire time.
2. Good – the policy has been followed the majority of the time with a few exceptions.
3. Requires improvement – the policy has been followed some of the time.
4. Inadequate - The policy is not being followed.