**School name**

**Monitoring Books and Marking**

**Date:**

**Member of staff:**

**Checked by:**

**Classes sampled:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Yes** | **Yes but…** | **No** | **Notes** |
| 1. Books are marked
 |  |  |  |  |
| 1. Work is given a N/C Level/ Grade and formative comments on how to improve.
 |  |  |  |  |
| 1. Students have responded to feedback (redrafting/ corrections etc.)
 |  |  |  |  |
| 1. Teachers are marking using the ‘marking for accuracy’ guidelines.
 |  |  |  |  |
| 1. Peer and Self-Assessment is evident, (and in red pen).
 |  |  |  |  |
| 1. Homework is clearly identifiable and marked.
 |  |  |  |  |
| 1. Presentation of books is good and the teacher has picked up on sloppy presentation.
 |  |  |  |  |