



# Notley High School & Braintree Sixth Form



Headteacher: Miss M Ryan

24 November 2022

Dear Parents and Guardians

We would like to thank you for your homework feedback, in response to our recent homework survey. The information that you provided is invaluable to us, as a community, to continue to develop the provision for the young people we serve.

Please find attached our expectations which cover homework.

## **A note from Mrs Kettley (nee. Gee): Assistant Headteacher (Teaching and Learning)**

### **Your child's feedback:**

The effective assessment of work, including homework, and the feedback given are fundamental to successful teaching and learning.

We aim to provide feedback that:

- devises next steps to facilitate progress
- Provide actionable advice that is worked upon by students (feedforward tasks)
- Identify misconceptions
- Celebrate achievement and progress
- Inform planning and future lessons for teachers
- Enable students to develop skills of self-assessment
- Improve resilience
- Develop students' care and attention over their work
- Be timely

For all work, including homework, students will be given a clear assessment criterion. We encourage that time for proof reading for literacy errors should be done by the students, prior to handing in their homework.

Assessment and feedback may include:

- Peer and self-assessment (with S.A or P.A written in the margin)
- Written comments on work
- Verbal feedback
- Whole class feedback
- Class discussion around common errors, points of success and areas for improvement

### **The frequency of feedback is as follows:**

The frequency of marking relates to what assessment your child will undertake during their academic studies.

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For those subjects that are taught more than once a week, teachers will include in-depth teacher marking or grading through either whole class feedback or written comments at least twice each half term. For subjects that are taught once a week, in-depth teacher marking or grading through whole class feedback or written comments should be at least once each half term. The teacher will often choose for the extensively marked pieces of work to be an internal assessment, and thus the homework will be marked as peer or self-assessment, receive small written feedback or receive whole-class feedback. All homework designated to be teacher assessed rather than peer, self, or computer marked will be returned in a timely manner and students will be required to act upon the feedback, which will allow for further progress.

Feedforward tasks are not limited to written or whole class feedback – it can be to verbal feedback, self and peer assessment or class discussions, giving students the opportunity to address targets set. The use of modelled work, visualisers and exemplars (either positive or with room for improvement) can be used for feedforward tasks.

## What our books should look like:

Put C/W for classwork and H/W for homework so you can easily find work for checking

Put titles and dates at the top of the page and underline with a ruler

Write using black or blue ink, and make sure your handwriting is neat and legible

Cross through errors with one line. Errors are to be expected as you edit work to find the best words and the most precise explanation

You will be asked to neatly identify where you have hit success criteria

You will use purple pen for peer and self assessment, and for editing once work has been looked at to show improvements

The sample work shows a handwritten paragraph: "The Black death meant fewer people so workers could demand more money higher wages. Landowners then put pressure on the government to do something so the Statute of Labourers in 1351 ordered that wages should go back to the level they were before the Black Death. Also, John Ball, a preacher, reminded everyone that God saw all people as equal. He encouraged peasants to demand change which eventually led them to revolt. This is because they were reminded that if God, the highest power on Earth, thought they were equal, the surely the landowners should, too." The work is annotated with 'c/w' in the top left, '9/10/2021' and the title 'Why did the peasants revolt in 1381?' at the top, and various symbols like 'sp' and 'ep' in the left margin. Arrows point from the surrounding boxes to these specific annotations and the text itself.

## Marking for literacy. Some symbols you may see

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Mark	Student task
sp	Correct the spelling error and re-write the correct spelling 3 times (limit to 3 words)
c	Find and correct the missing or misplaced capital letter
p	Check your punctuation and correct or add new punctuation
//	Mark in where the paragraphs should start on this line
t/v	Use the correct terminology or improve the vocabulary by using a more precise word

## A note from Mr Cunningham: Assistant Headteacher (Data)

Arbor is used by the Trust to manage and track data across the whole-academy Trust, which will enable standards for all students to improve. Although, as a school, we understand the loss felt due to moving from EduLink, we have a growing confidence that Arbor will support us, our students and families in making progress and learning.

It is integral that students, when completing homework, 'submit' all homework. The button 'submit' should be thought of as a 'complete' button, or 'ready to submit' button. Students should not be submitting photographs and work on Arbor, unless specifically asked to by their subject teacher: which will be stated in the Assignment description.

A voluntary parent Working Party has been setup following our successful settling in evenings held in September. Thank you to those parents that put their names forward and have already contributed with their feedback on the Arbor Parent App. The feedback was greatly received and was passed onto Arbor directly.

Further advice and guidance is available on the school website. Please follow the link:

[Arbor - Notley High School & Braintree Sixth Form](#)

We hope that the information enclosed within the report provides you with a greater understanding of the curriculum journeys at our school and gives you the key information required to support your child/children with their independent homework studies.

Yours faithfully

Miss M Ryan  
Headteacher

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