



المدرسة الهندية الجديدة  
NEW INDIAN SCHOOL

# NIS MARKING POLICY 2026-2027

**Signed**

**Principal** : 

**Date : 06/03/2026**

**Reviewed By** : **Governing Body | SLT**

**Date : 06/03/2026**

**Next Review Due By**

**Date : 05/04/2027**

## Marking and Assessment Policy

(Aligned with Kerala Syllabus & MoE UAE Guidelines)

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### 1. Purpose of Marking:

- **Enhance Learning:** Provide feedback that helps students improve, aligning with both the Kerala syllabus and UAE national standards.
- **Support Differentiation:** Ensure that marking reflects individual progress, supporting diverse learner needs as mandated by the MoE's inclusion policies.
- **Track and Report Progress:** Maintain transparent records to report student progress to parents and comply with Ministry of Education regulations.

### 2. Principles of Effective Marking:

- **Consistency:** All teachers will mark according to standardized rubrics, ensuring fairness and alignment with the syllabus expectations.
- **Timeliness:** Marking should be completed promptly to offer timely feedback and allow students to act on it.
- **Constructive Feedback:** Marking should focus on what was done well, areas for improvement, and specific next steps for students.
- **Comprehensive Coverage:** Feedback should address both subject knowledge and essential skills, including literacy and numeracy, as per the MoE's requirements.

### . Types of Assessment:

- **Formative Assessment:** Regular, ongoing assessments such as class tests, quizzes, oral questions, and in-class exercises to monitor learning progress.
- **Summative Assessment:** End-of-term exams, project work, and final assignments, in line with Kerala syllabus guidelines and MoE-approved formats for public examinations.
- **Continuous and Comprehensive Evaluation (CCE):** As required by the Kerala syllabus, focus on both scholastic and co-scholastic areas through regular, formative assessments.
- **Peer and Self-Assessment:** Encourage peer marking and self-reflection, with teacher oversight to ensure accurate learning outcomes.

#### Frequency of Marking:

##### Classwork and Homework:

- Classwork should be marked within **2-3 days** of submission.
- Homework should be marked within **2-3 days** for daily assignments, and longer projects within **1 week**.
- **Major Projects and Assessments:**
  - Long-term assignments or projects should be returned within **two weeks**.

- **Exams:**
- Midterm and final exams should be graded and returned within **two weeks**, as per MoE regulations.
- **Notebook Submission:** All subject notebooks will be scrutinized periodically to ensure that students maintain consistent progress.

## 5. Marking Symbols and Comments:

**Standardized Marking Symbols** will be used across all subjects to ensure consistency:

- ✓: Correct or accurate work.
- ✗: Incorrect answer.
- Sp: Spelling mistake.
- P: Punctuation mistake.
- G: Grammar issue.
- VF: Verbal feedback provided in class.
- Requires attention/reworking.

**Comments:** Written feedback must be detailed, providing:

- **What Went Well (WWW):** Positive aspects of the work.
- **Even Better If (EBI):** Areas where the student can improve.
- **Next Steps:** Clear guidance on what students should focus on for their next assessment or improvement areas.
- **Sir Feedback:** “Sir Feedback” to highlight teacher-to-student guidance aimed at encouraging improvements and enhancing performance.

<b>S</b>	trengths	<b>What you did well</b> <b>What you showed that you know</b> <b>What you showed that you understand</b> <b>What you showed that you can do</b>
<b>I</b>	mprovements	<b>What you didn't do so well</b> <b>What you don't yet know as well as you need to</b> <b>What you haven't yeunderstood as well as you need to</b> <b>What you can't yet do as well as you need to</b>
<b>R</b>	esponse	<b>How you can improve, suggested by:</b> <b>your teacher</b> <b>another adult</b> <b>another student</b> <b>yourself</b>

## 6 Grading and Assessment Criteria:

- **Kerala Syllabus-Based Assessment:**
  - Use rubrics that reflect the syllabus requirements, assessing subject knowledge, critical thinking, and problem-solving skills.
  - Grading will follow the percentage system mandated by the Kerala Board (A+, A, B+, B, etc.).
- **Ministry of Education Alignment:**
  - Include UAE national values (e.g., tolerance, cultural respect) where appropriate in assessment tasks.
  - Assessments should include **Value-Based Questions (VBQs)** and **cross-curricular links** where relevant.
  - Ensure **Arabic and Islamic Education** are graded in compliance with MoE guidelines.
- **Holistic Assessment:**
  - Grading should cover **Scholastic** (academic performance) and **Co-Scholastic** (life skills, attitudes, and values) areas in line with the MoE and Kerala syllabus.

## 7. Moderation and Consistency:

- **Internal Moderation:** Before grades are finalized, assessments will be moderated by the Head of Department (HOD) or a designated senior teacher to ensure consistency.
- **Cross-Department Moderation:** For subjects like Science, Social Studies, and English, ensure consistency in marking by conducting moderation meetings every **term**.

## 8. Inclusion and Differentiation:

- **Differentiated Feedback:** Provide feedback tailored to the needs of students at different levels (starters, movers, runners, and flyers), ensuring the MoE's inclusion policies are adhered to.
- **Special Educational Needs (SEN):** Students with additional needs should have their assessments modified where necessary, and feedback should be provided in an accessible format.

## 9. Reporting to Parents:

- **Progress Reports:** Send reports to parents every **term**, detailing academic performance, attendance, behavior, and co-scholastic achievements.
- **Parent-Teacher Meetings (PTMs):** These will be conducted every **term** to discuss student progress, allowing for parent feedback and involvement.
- **Assessment Records:** Teachers will maintain detailed records of assessments in line with MoE standards, which will be available for inspections.

## 10. Compliance with Ministry of Education:

- All assessment practices will align with the **MoE Inspection Framework** in the UAE and will be subject to periodic review to ensure compliance.
- Teachers will ensure that Arabic and Islamic studies are marked according to the Ministry’s specific guidelines, and all other subjects will reflect the UAE’s educational vision.
- **Inspection-Ready:** All marking must be clear, consistent, and compliant with both internal school policies and external inspection criteria set by the MoE.

#### **11. Roles and Responsibilities:**

- **Teachers:** Ensure timely and consistent marking of all work and provide actionable feedback.
- **Heads of Department (HODs):** Oversee moderation and ensure all assessments are compliant with both the Kerala syllabus and MoE standards.
- **Principal:** Regularly review the marking policy to ensure it aligns with school and MoE goals.
- Compliant with both internal school policies and external inspection criteria set by the MoE.

#### **12. VERSION CONTROL**

<b>Version</b>	<b>Date</b>	<b>Description</b>	<b>Next Review</b>
<b>1.0</b>	<b>15/04/2025</b>	<b>Policy Initiated</b>	<b>15/09/2025</b>
<b>1.1</b>	<b>15/09/2025</b>	<b>Content and Area Updated</b>	<b>06/03/2026</b>
<b>1.2</b>	<b>06/03/2026</b>	<b>Reviewed and updated the policy</b>	<b>05/04/2027</b>