



St Mary's College

TOOWOOMBA

DRAFTING POLICY

The purpose of viewing student drafts is to provide students with feedback so that they may improve their response. Drafting is a **consultation process**, not a marking process. Teachers will not award a notional result or level of achievement for the criteria. Drafting feedback will ask the student to reflect on strategies they might use to refine their work. The criteria sheet will be used to help students **identify the areas they need to review**.

What is a draft?

A draft is a **response that is nearly good enough to submit for assessment** - it is likely to be the student's second or third attempt at the task. Prior to submitting a draft, students may be required to submit a written outline or to discuss their approach to the task with their teacher.

What sort of feedback will be provided?

In providing feedback, teachers will **indicate aspects of the response** which need to be improved or developed in order to meet the criteria. Students are often advised to consider other aspects of the text; to work on their role as writer/speaker and show more awareness of the audience; to give priority to the most important points by rearranging the sequence and structure of ideas. Teachers may indicate some textual errors and indicate that the draft requires more careful editing. Teachers will not necessarily correct or edit all the textual errors in a draft.

Teachers may provide some **feedback on drafts submitted by the due date** for the draft; often, teachers provide a **summary of their feedback** and advice to the whole class.

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