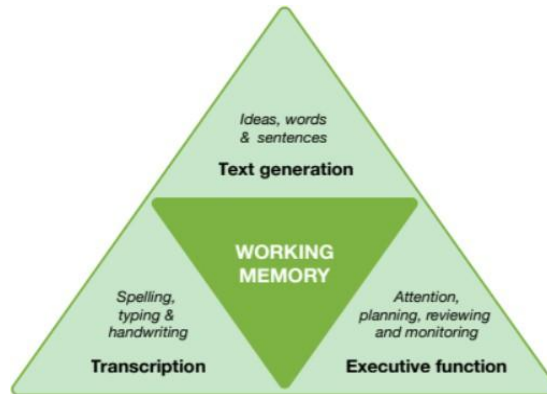




Handwriting Policy

Overview

In line with the primary curriculum statutory expectations, children must be taught to write with ease, speed and legibility. It is important that the child's handwriting becomes a skill that ultimately requires limited use of their working memory so that creative and physical energy can be focused on the content of writing.



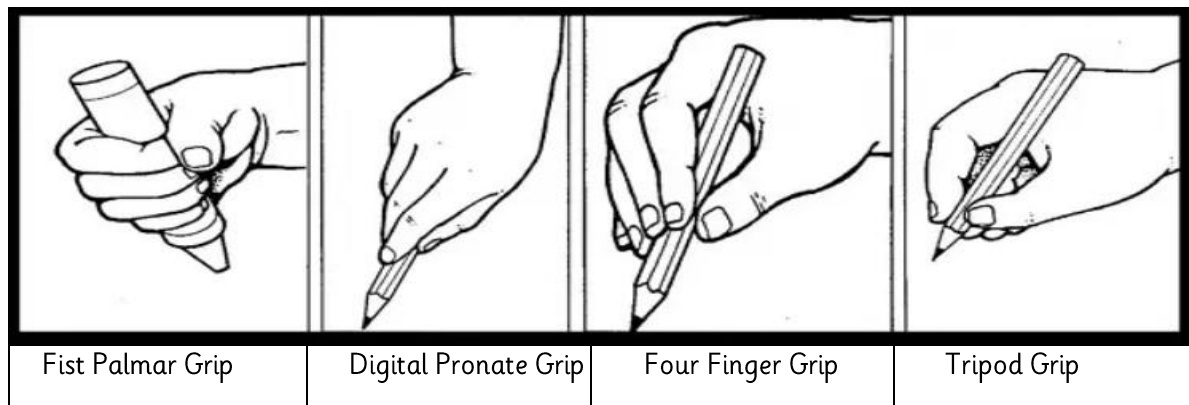
Aims & Objectives

Pupils should be taught to:

- Sit correctly at a table, holding a pencil comfortably and correctly using the tripod grip
- Begin to form lower-case letters in the correct direction, starting and finishing in the right place
- Form capital letters
- Form digits 0-9
- Understand which letters belong to which handwriting 'families' and to practice these.
- Be clear about what standard of handwriting is appropriate for a given task.

Fine & Gross Motor Practice

In line with school long term plan and curriculum overview, children are supported to make progress from fist palmar grip to digital pronate grip to four finger grip and finally to a tripod grip. This is done through a variety of gross and fine motor activities.





Handwriting Policy

Letter Formation

In EYFS, the order of teaching the lower-case letter formation follows the Little Wandle phonics programme. As phonemes are introduced, children are taught the corresponding graphemes. Teachers will teach the 'Little Wandle' formation phrases and also make connections between letter families. Teachers will have very high expectations of accurate letter formation.

'Curly Caterpillar' letters:

c a d g q o s f e



'One-armed robot' letters:

r n m p b h k



'Long ladder' letters:

i l t u j y



'Zig-zag' letters:

v w z x



Capital Letters

Children are taught that capital letters start from the top – that is, from just below the upper writing line. When writing a whole word which requires a capital letter at the beginning, a small space is left after the capital letter and the next letter starts on the line. All upper-case letters are simple print letter shapes which do not join other letters.

Cursive Handwriting Style

When teachers judge that children have a correct and confident foundation of letter formation, children are taught to start using some of the diagonal and horizontal strokes needed to join letters.



= Diagonal Join



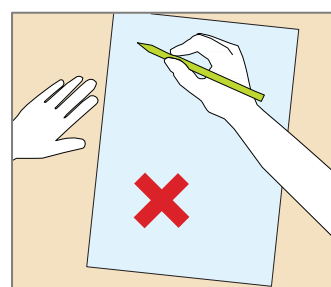
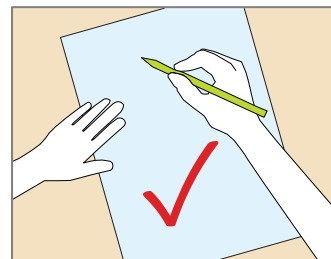
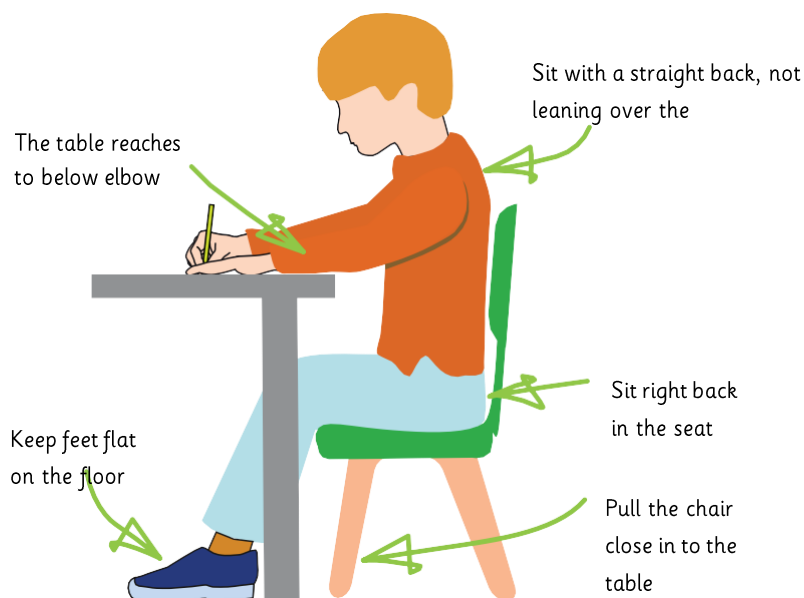
= Horizontal Join

They are also taught how to increase the legibility, consistency and quality of their handwriting.

Correct posture and pencil grip for handwriting

Pupils should be taught to sit correctly at a table, holding a pencil comfortably and correctly.

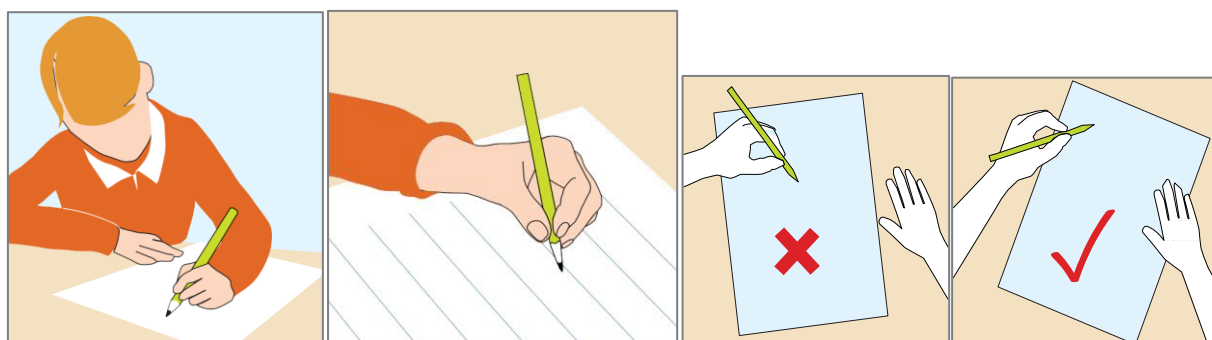
SITTING POSITION



Paper position for right-handed children

LEFT-HANDED CHILDREN

Left-handed children may find it difficult to follow right-handed teachers as they demonstrate letter formation (and vice versa). Teachers should demonstrate to left-handers on an individual/ group basis.



Paper position for left-handed children

- Left-handed pupils should sit to the left of a right-handed child so that they have adequate space.
- Pupils should position the paper/book to their left side and slanted, as shown.
- Pencils should not be held too close to the point as this can interrupt pupils' line of vision.



Handwriting Policy

Timetabling

Explicit teaching and regular handwriting practice is essential to ensure that children are revising the correct forms and joins:

- **EYFS** - daily mark making activities.
- **Reception & Year 1** - children to engage in daily handwriting practice as well as Little Wandle phonics sessions.
- **Year 2 and Year 3** – Independent handwriting lessons focusing on correct letter formation and joining.
- **Year 4 - 6** - children requiring additional support with handwriting to practise daily.

Additional Support

- Slanted writing slopes are available for children who need them.
- Various pen/pencil grips in school and a selection of handwriting pens with various shaped and sized barrels. Some specific left-handed resources are available.
- Whiteboards with lines to teach lowercase, capitals and ascenders and descenders.



Handwriting Policy

Progression

Practising diagonal join to ascender	th ch
Practising diagonal join to no ascender	ai ay ir er
Practising diagonal join to ascender	wh oh
Practising diagonal join to no ascender	ow ou
Introducing diagonal join to e	Ie ue
Introducing horizontal join to e	oe ve
Introducing ee	ee
Practising diagonal join to no ascender	ie
Introducing and practicing diagonal joins to curly caterpillar letters	wa igh dg ng
Introducing and practicing horizontal joins to curly caterpillar letters	oo oa wa wo
Introducing and practicing mixed joins for three letters	air ear oor our ing
Building on diagonal join to ascender	ck al el at il ill
Building on diagonal join to no ascender	ui ey aw ur an ip
Building on horizontal join to ascender	ok ot ob ol
Building on horizontal join to no ascender	oi oy on op ov
Building on diagonal join to curly caterpillar letters	ed cc eg ic ad ug dd ag
Building on horizontal join to curly caterpillar letters	oc og od va vo
Introducing joins to s	as es isos ws ns ds ls ts ks
Practicing joining ed and ing	ed ing
Introducing joining from s to an ascender	sh sl st sk
Introducing joining from s to no ascender	sw si se msn sp su
Introducing joining from s to curly caterpillar letters	sa sc sd sg so sq
Introducing joining from r to an ascender	rb rh rk rl rt
Introducing joining from r to no ascender	ir r urn rp
Introducing joining from r to curly caterpillar letters	ra rd rg ro
Introducing break letters	x ff zz *g, j, y*
Introducing joining to f	if ef af of
Introducing joining from f to an ascender	fl ft
Introducing joining from f to no ascender	fe fi fu fr fy
Introducing joining from f to curly caterpillar letters	fo fa
Introducing	ff rr ss qu
Introducing diagonal joins from p and b to an ascender	ph pl bl
Introducing diagonal joins from p and b to no ascender	bu bi be pu pi pe
Introducing diagonal joins from p and b to curly caterpillar letters	pa po ps ba bo bs
Revising parallel ascenders and descenders	bb pp
<i>Improving handwriting: proportion spacing, consistent sizing, pen breaks</i>	
Style for speed: <ul style="list-style-type: none"> - Crossbar join from t - Looping from g, j, y and f - Different joins to s - Joining from b v w x and z 	