



Handwriting Policy

Introduction

Teaching of handwriting aims to ensure that all children will be able to:

- Recall the required movement and pattern for each letter.
- Develop a style, which enables letters to be easily joined.
- Write in a way that is legible, fluent and fast.
- Helps children to remember spelling strings.

In handwriting, as in other skills, children will develop at different rates; for that reason, it is important that there is a consistent style of handwriting throughout the school, and that all staff consider themselves to be teachers of handwriting, with a clear understanding of the progression of skills, and of how to remedy errors. Early intervention is essential at every stage, to prevent the acquisition of bad habits which are difficult to correct.

Expectations

- Children should always use a pencil for handwriting
- This should be about 10cm long.
- Proper posture and the correct pencil grip are essential (modelled by teacher).
- Left handed writers should always sit to the left of the child next to them.
- Scribbling out errors is not acceptable. (A single line through work should be used)

Key Stage 1

- Adults to be modelling handwriting at every opportunity preparing the children to join
- Time spent on each letter formation at a slower pace than Key Stage 2
- Foundation to model letter as the sound is learnt
- Join letters when discussing sounds e.g. ch oo
- Big Write criterion levels are used to assess handwriting.
- Use of Nelson Handwriting programme to ensure consistency

Key Stage 2

- Modelling of joined handwriting at every opportunity
- Can complete a group of letters together
- Big Write criterion levels are used to assess handwriting.

Letter Formation

Read Write Inc (RWI) is the phonics programme used in EYFS and KS1 and part of this programme is teaching the formation of the letter as the sound is learned. As such, at Repton, we teach the formation in the order which RWI is delivered in EYFS.

m, a, s, d, t, i, n, p, g, o, c, k, u, b, f, l, h, sh, r, j, v, y, w, th, z, ch, qu, x, ng, nk.

When learning how to write each of the sounds, there is a mnemonic to help the children to remember how to form the letter. For example, to write 'm' you say, 'maisie mountain, mountain'. There is an accompanying graphic.



Yearly Outcomes

FS/Year 1

- Tripod grip established
- Preferred hand established
- Can make basic handwriting patterns
- Can trace or copy over and under teacher model
- Can control pencil pressure on paper
- Can use stylus on i-pads to encourage letter formation
- Developing use of ascenders and descenders
- Developing spacing between letters
- Developing letter formation with correct size
- 3cm width lines in books/ worksheets (FS2)
- 1.5cm width lines in books/ worksheets (Year 1)

Year 2

To develop and use:

- Diagonal joins
- Horizontal joins
- Diagonal joins with ascenders
- Horizontal joins with ascenders
- Beginning to use joined writing in all areas of the curriculum
- Speed and fluency with some joins
- Establish spacing between letters and words
- To use a ruler for underlining
- 1-1.5cm width lines in books/ worksheets

Year 3

- To practise and use correct formation of basic joins from year 2
- To develop use of joins with descenders
- To ensure consistency in letter size
- To ensure correct proportion of letters
- To consolidate correct spacing between letters and words
- To use joined writing neatly in all areas of the curriculum
- To write in ink when appropriate
- To use a ruler accurately for margins, underlining, labels etc
- To develop increasing speed, fluency and legibility through practice
- 1 cm width lines in books/ worksheets

Year 4

- To use pen at all times except in numeracy once teacher is happy with formation
- To use joined writing for all work
- To have mastered joins with all letters including ascenders and descenders
- To write with consistency of size and proportion of letters
- To write with correct spacing between letters and words
- To use quick informal writing for informal rough work
- 1 cm width lines in books/ worksheets

Year 5 and 6

- To develop quick joins
- To write with fluency
- To write legibly
- To develop use of different presentation techniques to suit purpose and audience e.g. print, capitals, subtitles, different fonts, size

Date reviewed: January 2018

Next review date: January 2019