



Caldecote Primary School
Handwriting Policy
February 2018

This Policy is carried out within the context and spirit of the school's Mission Statement which is to be a 'Happy, Health and High-Achieving' school. It supports and reinforces our aims, where we value all children equally and as individuals.

Our aims at Caldecote Primary School are that all pupils:

- develop their fine motor skills and ability to write legibly with ease, fluency and speed.
- learn fully cursive handwriting, which teaches pupils to join letters to make words as a series of flowing movements and patterns.
- make links between handwriting and spelling.
- produce written work that they are proud of and is very well presented.

Introduction

In order to produce a fluent, consistently formed style of fully cursive handwriting with equal spacing between the letters and words by the end of KS2, early skills are promoted and developed throughout school life. These skills include:

- Fine motor and dexterity skills (e.g. use of scissors, play dough, eating with knives and forks), to aid fluent movement
- Correct pencil grip
- Correct posture
- Positioning of the writing paper
- Organisation of the writing space.

Fully cursive handwriting is part of a dyslexic-friendly classroom. Teachers support the needs of all children, including SEND and the left-handed, adapting teaching and resources as needed. Children will have regular handwriting sessions using appropriately prepared resources, in the agreed handwriting style (see Appendix A).

Achievements

Foundation Stage

The emphasis at this stage is on movement. Learned at this early stage, cursive writing becomes automatic and has a profound influence on later fluency and legibility. Pupils learn to use lead-in strokes as soon as they are ready for letter formation.

In the pre-communicative stage pupils explore with mark-making and writing. These experiments are recognised and praised as an important stage in a child's understanding that marks on paper convey meaning. Pupils are given the opportunity to experiment with a range of writing materials and implements and a multi-sensor approach is used to help pupils feel the movement in the hand. Correct letter orientation, formation and proportion are taught in line with the school's agreed handwriting style.

Key Stage 1

Building on the Foundation Stage, pupils at Key Stage 1 develop a legible style and may begin to use fully cursive handwriting in Year 1 by starting to join their letters. This is dependent on ability not age / year band of child.

This is achieved in Year 1 by developing a comfortable and efficient pencil grip and by practising handwriting in conjunction with spelling and independent writing.

Correct letter orientation, formation and proportion are taught in line with the school's agreed handwriting style. This progression continues in Year 2.

Key Stage 2

Children in Years 3, 4 and 5 will use fully cursive handwriting in all written work with pencils. All pupils will use a pen at the beginning of Year 6. Pencils will be used in Maths or for drawing and completion of diagrams.

Handwriting and Reading

In school, children are exposed to both cursive and print styles, as well as commercial print. They develop awareness for reading in print and writing in cursive side by side in their learning, through prompts around classrooms / school – teachers' lettering, labels on displays, teaching aids (e.g. alphabet on tables) – and through teachers' modelling of writing.

When computer-generated scaffolds are required to support writing, 'Joinit' font will be used. For other computer-generated support aids, Arial font will be used.

General

Display writing throughout the school includes block letters, display lettering, cursive writing and computer-generated writing using Arial font.

When marking or writing comments, teachers' written comments model the fully cursive handwriting style, which is fully legible by pupils and adults.

Review

The Policy statement will be reviewed in line with the rolling programme of policy reviews.

Headteacher: Date:.....

Chair of Governors: Date:

Appendix A

