

St Peter's C of E Primary School



Handwriting Policy

Vision Statement

'Faith, Family, Future'

Jesus built his church upon the strength of St Peter – who was his rock. At St Peter's, we provide a solid foundation on which our community thrives through our rich, aspirational curriculum. As a family, we nurture and unlock individual potential through mutual love and respect; enabling all to flourish now and in the future.

'Each of you should use whatever gift you have received to serve others'

1 Peter 4 v10

Handwriting

Handwriting is an essential tool that needs to be taught to enable children to master the skill of writing legibly and appropriately. A whole school approach to the teaching of handwriting is vital to ensure that the style and method of teaching is consistent throughout the school.

Handwriting is a skill that needs to be taught directly to the children from the very early years. It is an important communication skill and it is essential that our children learn to write clearly and legibly.

Aims

We will teach our pupils to:

- Correctly hold a pencil or pen
- Write from left to right and from the top of the page to the bottom of the page
- Start and finish letters correctly
- Put regular spaces between words
- Correctly form both upper and lower case letters in proportion to the height of the lined paper
- Write legibly and fluently
- After learning basics, upper KS2 pupils are given scope to develop their own personal style

Whole School Approach

Adults in the school will be good role models for handwriting style when writing in school. This will take the form of marking comments, writing on the board and labels.

EYFS

Handwriting is a physical process and the gross and fine motor development is considered when providing the various activities to develop these skills. Gross Motor Skills are developed via planned activities such as Yoga, climbing equipment and riding bikes. The Pegs to Paper programme is used daily to ensure children develop the correct pencil grip during their time in EYFS. Additional activities are provided to support the development of fine motor skills such as threading activities and tweezers. Triangular pencils are available to help children to grip writing tools when doing mark making activities. Letter formation is taught in a pre-cursive style in line with the Read Write Inc. letter stories.

Penguins have a dedicated handwriting session daily as well as daily fine motor skills session. Penguins will use highlighted handwriting books for RWI and writing sessions and a triangular pencil to help with their tripod grip.

Year 1

Turtles to have a dedicated writing session daily. Children focus on forming letters of the correct size and orientation and sitting on the line. Highlighted handwriting books are used to support this in all areas of the curriculum where children are required to write.

Year 2

Dolphins have dedicated handwriting sessions at least three times a week. Children learn to join letters according to RWI handwriting (see below). Highlighted handwriting books are used to support this in all areas of the curriculum where children are required to write.

KS2

Handwriting practice sessions take place at least twice a week. Teachers continue to monitor closely every child's letter formation skills ensuring that all children are forming correctly. Children who still need monitoring at this stage will be those with specific difficulties with hand or pencil control. These children will have planned intervention sessions to support this and where appropriate, highlighted handwriting books are used. Most children will be able to continue to develop the cursive style and keep their letters uniform sizes and shape.

We aim for children to be forming a unique neat style with the foundation set from the cursive style by the end of year 4 and that they are gaining their own self-belief on the increasing development of the individual style in years 5 and 6. In recognition of increased control children will use a pen in years 5 and 6.

Writing books

In EYFS and KS1 children are introduced to where the letters sit in relation to the lines using highlighted writing books. These books have a blue highlight half way from the line in order to show size and position of letters. Children who continue to require these highlighted lines to support their handwriting, use these books in KS2.

Lesson structure

The Three P's:

Before each session the children should be encouraged to check that they have remembered the three P's, (good) posture, (correct) pen hold and (correct) paper position.

Sessions will begin with fine motor finger exercises.

How to Join

In order for the children to adopt a joined handwriting style they will need to be taught the five different joins and how to join the letter 'f'.

All letters begin with an entry stroke – this includes the first letter of a new word.

The First Join: This is a diagonal join to letters without ascenders.
(eg. as in the words 'in' or 'am')

The Second Join: This join is a diagonal join to letters with ascenders.
(eg. 'ch' or 'ab')

The Third Join: This is a horizontal join to letters without ascenders.
(eg. 'oa', 'oo' or 'ow')

The Fourth Join: This is a horizontal join to letters with ascenders.
(eg. 'wh' or 'ob')

The Fifth Join: This is a loop from the letters 'f', 'g', 'j' and 'y' which leads easily into the entry stroke for the next letter.

Other Joins to watch: There may be extra vigilance needed on joining b, p and s as there is a reverse movement along the bottom of the letter before the next letter. Furthermore q, x and z need care to retain neatness – at this point a discussion may take place as to whether to use these three joins.

Assessment

Things to consider when assessing individuals handwriting are:

- Is the child holding the pencil correctly?
- Does the child use the correct movement when forming and / or joining letters?
- Are any letters reversed or inversed?
- Does the child write fluently and rhythmically?
- Is the writing legible?

Intervention

Intervention programmes are put in place for children who require additional support. There may take the form of: FIZZY, fine motor skills strength activities or a handwriting support group.

Reviewed October 2024