



Handwriting Policy

Intent

Handwriting is a skill which, like reading and spelling, affects written communication across the curriculum. Children must be able to write with ease, speed and legibility. Cursive handwriting teaches pupils to join letters and words as a series of flowing movements and patterns. The development of this fluid style when mastered allows children to apply their energy into the content of their writing as opposed to the formation of the letters themselves. Handwriting skills are taught regularly and systematically throughout the school.

At Newton International Academy our aims in teaching handwriting are:

- To enable children to write in a consistent, well presented and legible format.
- To have a consistent approach across Foundation Stage, Key Stage 1 and Key Stage 2 when teaching handwriting.
- To ensure that from the Autumn Term of Year 2 to the end of Year 6 children are using a cursive writing style.
- To make sure all children know the difference between lower and upper case letters.
- To ensure the skills taught at Key Stage 1 continue to develop throughout Key Stage 2.
- To adopt a consistent approach towards handwriting by all adults when writing in children's books, on the whiteboard or on displays / resources.

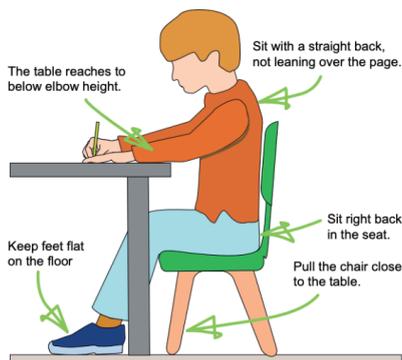
Implementation

Children will be taught to:

- Hold a pencil correctly.
- Children should be encouraged to use a tripod pencil grip, where the pencil is gripped between the index finger and the thumb. The middle finger is then used to support the underside of the pencil.
- Adopt the correct posture when writing Children should be encouraged to adopt the correct writing position as shown below. (children who are left handed should reposition the paper the other way and sit to the left hand side if seated next to a right handed child).
- Write from left to right and from top to bottom of the page start and finish letters correctly in a cursive style (from the Autumn Term of Year 2 onwards).
- Form regularly sized and shaped letters.
- Use regular spacing between letters and words.
- Take pride in their written work and the overall presentation.

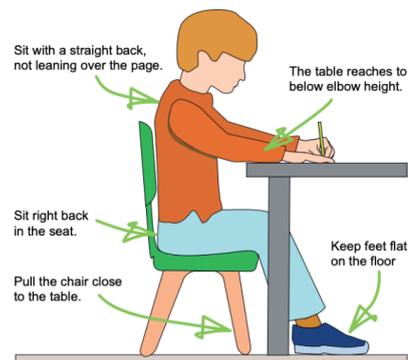
Right handed children

How to sit correctly to be comfortable for handwriting.



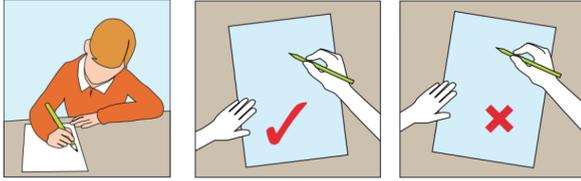
Left handed children

How to sit correctly to be comfortable for handwriting.

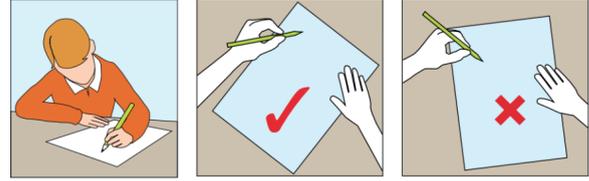




How to hold and position the paper.



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In Foundation Stage 1 children will be encouraged to develop gross motor control through the use of large equipment for mark making such as big chalks, paint brushes, finger paints, shaving foam etc. They will develop their fine motor skills and use a range of mark making tools such as pencils, pens and crayons. They will be encouraged to talk about shapes and movement. As the children progress they will be taught to form letters correctly using Jolly Phonics guidance on letter formation.

In Foundation Stage 2 children will be taught to form letters correctly using Jolly Phonics guidance on letter formation. Letter formation is taught alongside phonic development. Our aim is that by the end of the foundation stage all children are able to hold a pencil correctly and form all letters and numbers correctly. Errors in pencil grip and letter formation will be immediately addressed, modelled and corrected.

Initially foundation children will use unlined paper as the focus is correct formation rather than size or positioning. As they progress they will begin to use lined handwriting paper to support and develop letter formation that is of a consistent size.

In Key Stage 1 all children should receive handwriting practise a minimum of 3 times per week (This usually forms part of a Phonics session).

In Year 1 our aim is for all children to be able to form both upper and lowercase letters correctly and consistently in line with the Jolly Phonics Scheme of learning.

In Year 2 during the Autumn Term cursive handwriting will be introduced starting with beginning each letter from the line and going up individually before then moving on to joining them together to form words. Handwriting practice will be linked to phonic development with the introduction of new sounds written in a cursive style during Phonics lessons.

Our aim is that by the end of year two children will be forming all letters correctly and joining in a cursive script. In Year 2 adults will model cursive writing from the beginning of the year. The children will be encouraged to continue the development of basic joins which they should transfer into all their independent writing. They will also continue to link their handwriting to their phonic development as they learn to write new sounds using a cursive writing style.

In Key Stage 2 (Years 3-6) All children should receive 1 handwriting lesson per week.

In Year 3 children will continue to develop their use of cursive handwriting building upon the skills they have developed in Key stage 1.

In Years 4,5 and 6 children will be expected to use cursive handwriting in all areas of the curriculum. Those children whose writing is neat and legible may be encouraged to use handwriting pens.



Handwriting Equipment

Children will use line sizes appropriate to their Key Stage in writing. During handwriting sessions specific handwriting paper with 3 lines may be used. Children will also practise using the same sized lines as their other curricula books so that children's skills are transferable and that the same expectation of handwriting is set across all writing.

Children should use a sharp HB pencil for all handwriting initially. When in KS2 teachers assess that children are competent at joined handwriting they should be allowed to use a black handwriting pen.

In some cases, depending on the specific needs of the individual, children may use pencil grips or pens with a specific grip.

Marking and Feedback

We emphasise constructive feedback. In our feedback policy we have clear systems for feedback of children's work which is adhered to throughout our handwriting sessions. In handwriting sessions and during independent work it is important that incorrect pencil grip and incorrect letter formation are identified and corrected at the point it occurs.

Impact

Handwriting is a skill which affects written communication across the curriculum. Our aim is that children are able to write with ease, speed and legibility. By year 6 children should use cursive handwriting using flowing movements and patterns. This handwriting should be demonstrated in all writing across the curriculum. Writing should be fluid in style to allow children to apply their energy into the content of their writing as opposed to the formation of the letters themselves.