



Newton International Academy, Barwa

Handwriting Policy (EYFS & Primary)

*An International Community of Learners,
Striving for Excellence and Celebrating
Success*



NEWTON
INTERNATIONAL
ACADEMY | **BARWA**

Our vision, mission and values:

Vision: An international community of learners striving for excellence and celebrating success.

Mission: We aim to provide the highest quality of education possible for students of all abilities. In doing so, we aim to positively encourage each student to achieve academic excellence at their level, enjoy creative diversity, develop critical thinking skills, and become lifelong learners and responsible citizens.

Values



Rationale

At Newton International Academy, we believe that writing is a foundational skill essential for effective communication, creativity, and academic success. Handwriting is a critical component of this skill, as it impacts written communication across the curriculum. Our aim is to ensure that pupils can write with ease, speed, and legibility, allowing them to focus on the content of their writing rather than the mechanics of letter formation. By developing cursive handwriting, we enable pupils to join letters and words fluidly, fostering a love for writing and enhancing their overall literacy skills.

Aims

The aims of our handwriting policy are to:

- Promote high standards of literacy in both English and Arabic across the curriculum.
- Ensure pupils become confident, fluent writers who can write with purpose and for a variety of audiences.
- Develop a lifelong love of language and literature, inspiring children through meaningful and engaging texts.
- Enable pupils to write across a wide range of genres using a structured approach that builds confidence and independence.
- Foster creativity, critical thinking, and personal expression through the writing process.
- Establish a consistent approach to handwriting across Foundation Stage, Key Stage 1, and Key Stage 2.



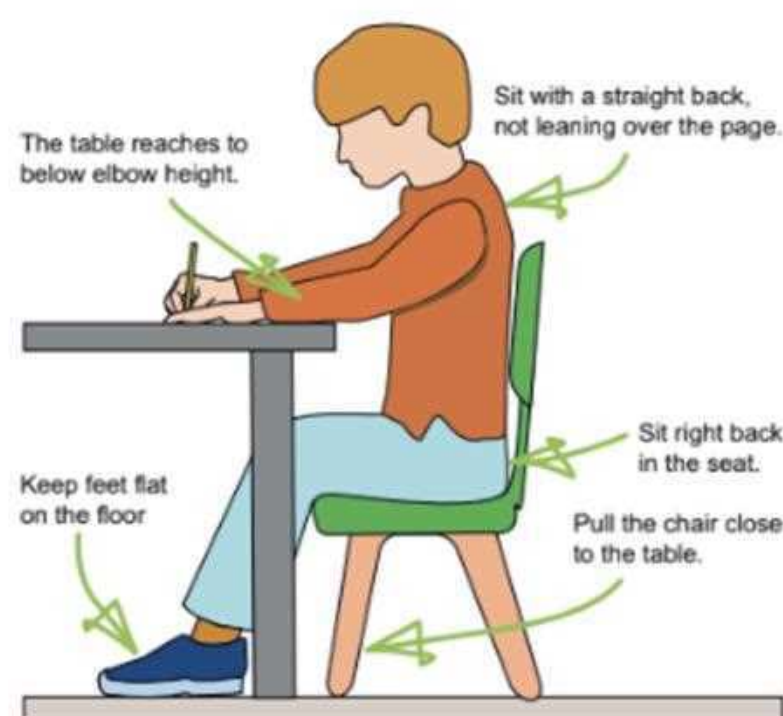
- Ensure that from the Autumn Term of Year 2 to the end of Year 6, pupils are using a cursive writing style.
- Make certain that all pupils know the difference between lower and upper case letters and that the skills taught at Key Stage 1 continue to develop throughout Key Stage 2.
- Adopt a consistent approach towards handwriting by all adults when writing in pupils' books, on the whiteboard, or on displays/resources.

Children will be taught to:

- Hold a pencil correctly using a tripod grip, where the pencil is gripped between the index finger and thumb, with the middle finger supporting the underside.
- Adopt the correct posture when writing, ensuring they sit comfortably at a table. Left-handed children should adjust their paper position accordingly.
- Write from left to right and from top to bottom of the page, starting and finishing letters correctly in a cursive style from the Autumn Term of Year 2 onwards.
- Form regularly sized and shaped letters with appropriate spacing between letters and words.
- Take pride in their written work and overall presentation.

Right handed children

How to sit correctly to be comfortable for handwriting.

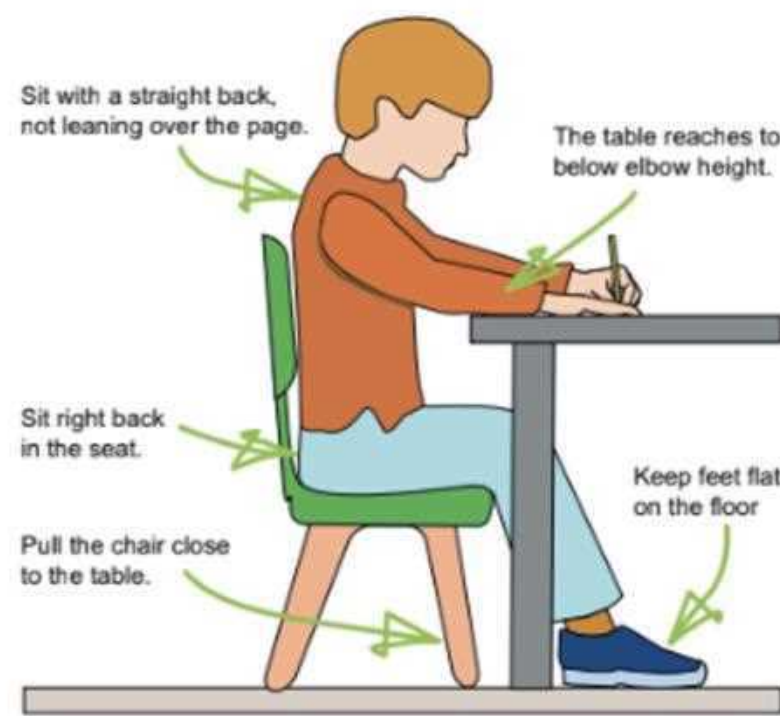


How to hold and position the paper.

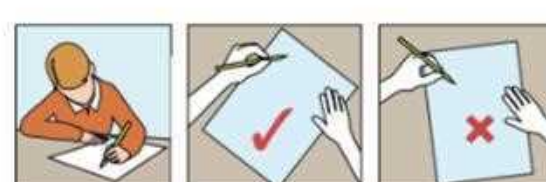


Left handed children

How to sit correctly to be comfortable for handwriting.

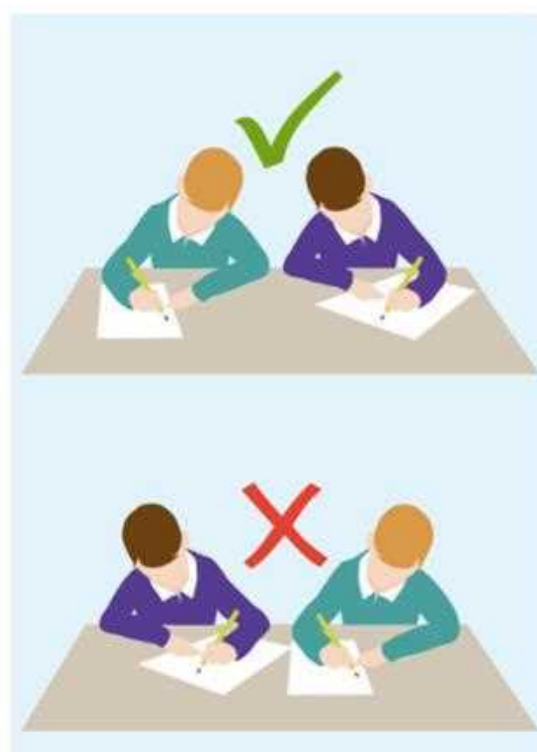


How to hold and position the paper.



Sitting position

Sit left-handed children to the left of their partner so they have plenty of room to write.



Foundation Stage

Foundation Stage 1: Children will develop gross motor control through large equipment for mark-making, such as big chalks and finger paints. They will also use various mark-making tools to enhance their fine motor skills. As they progress, they will be taught to form letters correctly using Jolly Phonics guidance on letter formation.

Foundation Stage 2: Children will continue to form letters correctly using Jolly Phonics guidance, with a focus on letter formation alongside phonics development. By the end of the Foundation Stage, all children should be able to hold a pencil correctly and form all letters and numbers accurately. Errors in pencil grip and letter formation will be immediately addressed and modelled.

Key Stage 1

In Key Stage 1, all children should receive handwriting practice a minimum of three times per week, typically integrated into phonics sessions.

- Year 1: All children will be expected to form both upper and lowercase letters correctly and consistently in line with the Jolly Phonics Scheme of learning.
- Year 2: Cursive handwriting will be introduced in the Autumn Term, starting with individual letter formation before moving on to joining letters to form words. Handwriting practice will be linked to phonics development, with new sounds written in a cursive style during phonics lessons. By the end of Year 2, children should be forming all letters correctly and joining them in a cursive script.

Key Stage 2

In Key Stage 2 (Years 3-6), all children should receive at least one handwriting lesson per week.

- Year 3: Children will continue to develop their use of cursive handwriting, building upon the skills acquired in Key Stage 1.
- Years 4, 5, and 6: Pupils will be expected to use cursive handwriting across all areas of the curriculum. Those 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 during handwriting sessions. Specific handwriting paper with three lines may be used, and children will practise using the same sized lines as their other curriculum books to ensure skills are transferable.

- Initially, children should use a sharp HB pencil for all handwriting. In Key Stage 2, once teachers assess that children are competent in joined handwriting, they may transition to using a black handwriting pen.
- Depending on individual needs, children may use pencil grips or pens with specific grips.

Marking and Feedback

We emphasise constructive feedback in our handwriting sessions. Our feedback policy includes clear systems for providing feedback on children’s work, which is adhered to throughout handwriting instruction. It is essential to identify and correct incorrect pencil grip and letter formation at the point they occur.