

## **Handwriting Policy**

*"Loving to Learn; Learning to Love"*

### **Rationale**

All children should be able to communicate effectively, both orally and through the written word. Handwriting is an essential life skill that should be taught through a structured and well planned programme. The ability to write neatly is also a motivator in the production of written work.

### **Purpose**

All pupils should achieve a flexible, fluent and legible handwriting style.

### **Guidelines**

#### **Reception**

- In the Foundation Stage we aim to develop gross and fine motor skills and teach letter formation. A comfortable and appropriate pencil grip is taught (the tripod grip or 'froggy fingers')
- Letter formation is taught alongside the sound as part of the school's phonic programme.
- All letters are taught without joins or flicks; (known as cursive handwriting), with the exception of:
- Digraphs such as 'ai' which are taught using a join.

#### **Year 1 Onwards**

- From Year 1 onwards children are taught cursive handwriting.
- In Year 1 the children learn to add the 'diagonal' join and 'washing line' join as part of their handwriting sessions. They are introduced to the joins and letter formation in the order shown in appendix 1
- In Key Stage One, children revise individual letter formation, including the 'lead-in' stroke and secure joins.
- In Lower Key Stage Two, children focus on securing the joins and also practising speed and fluency.
- In Year 4 those children who are confident, joined and fluent are able to receive a 'Pen Licence' and use pen for the first time.
- In Upper Key Stage Two, children develop wider presentation skills.
- All children write in pen in Years 5 and 6.
- All adults model cursive writing in their daily work and use this form for labels and captions around the school.
- Handwriting is actively taught in association with spelling.
- Handwriting is assessed through APP as part of the assessment of writing.
- Handwriting may be taught during the literacy session or at other designated times as appropriate.

### **Conclusion**

This policy ensures that all governors, staff, children and parents know the progression in handwriting skill and sets out clear expectations for the different age ranges throughout the school.

### **Appendix 1**

Order of joins:

c a d g o s qu f

l t

h b k

e

r n m p

i j

u y

v w x

z