



Silverhill Primary School  
Policy for Handwriting

Policy No.

Issue date

Review date

Feb 09

Handwriting is concerned with individual expression and the conveying of meaning through fluent composition. The principal aim is that handwriting becomes an automatic process which frees pupils to focus on the content of the writing. In order for this to occur, handwriting is taught in ways that enhance fluency, legibility, purposefulness and the opportunity for creative expression

### Learning and Teaching

**Handwriting is essentially a movement skill, therefore correct modelling of the agreed style by the teacher is crucial during every session.**

Handwriting is a skill which needs to be taught explicitly.

- . In Foundation Stage 2 the teaching of letter formation begins with the introduction of initial letter sounds in Phase 2 of Letters and Sounds at the end of Autumn Term
- . In Key Stage 1 handwriting is taught regularly in 10 minute focussed sessions at the beginning of the day
- . In Key Stage 2 handwriting is taught once a week in a 20 minute session.
- . Letters and Sounds and the teaching of Spelling provide further opportunities for reinforcement of explicitly taught handwriting skills.

**Once the children have developed a legible, joined handwriting style it is an expectation that this skill will be applied to all writing.**

## Continuity and Progression

### Foundation Stage

In Foundation Stage pupils play with writing and these experiments are recognised and praised as an important stage in the child's understanding that marks on paper convey meaning. Pupils are given the opportunity to experiment with a range of writing materials and implements; a multi-sensory approach is used to help pupils feel the movement in the hand.

Once the children have started to learn the initial letter sounds in Phase 2 in Letters and Sounds, handwriting skills need to be taught explicitly. **The emphasis at this stage is with movement rather than neatness.**

Close attention is given to:-

- letter formation - starting at the right entry point and then moving in the right direction
- pencil grip
- correct posture
- the positioning of the paper
- organisation of the writing space

Cripps 'A Hand for Spelling' books 1a and 1b form the agreed handwriting style.

### Key Stage 1

Building on the foundation stage, pupils at Key Stage 1 develop a legible style.

This is achieved in Year 1 by:-

- developing a comfortable and efficient pencil grip
- practising handwriting in conjunction with spelling and independent writing.
- correct letter orientation, formation and proportion are taught.

Once they have achieved this, the four basic handwriting joins are formally taught.

In Year 2 pupils will

- . Reinforce the four basic handwriting joins
- . Link more thoroughly to spelling patterns
- . Develop a fluent joined style that is applied in all writing

Cripps 'A Hand for Spelling' books 1b - 2b form the agreed handwriting style for years 1 and 2.

### **Key Stage 2**

In years 3 and 4 handwriting will to be taught explicitly in a weekly 20 minute session. The focus will be:-

- . Consolidation of the four basic joins
- . Consistency in size, proportion and spacing of letters
- . The development of speed, fluency and legibility

**By Year 4 joined handwriting is used at all times unless other specific forms are required e.g. printing on a map, a fast script for notes.**

Cripps 'A Hand for Spelling' books 3a and 3b form the agreed handwriting style for years 3 and 4

In Years 5 and 6, the focus will be to:-

- . Consolidate learning for those pupils who have not yet achieved a fluent and legible joined script.
- . Develop an individual style based on the principles of good handwriting taught in previous years.
- . Increasing speed whilst maintaining legibility.
- . Experimentation with different styles is encouraged

Cripps 'A Hand for Spelling' books 4a and 4b form the agreed handwriting style for years 5 and 6.

### **Inclusion**

The vast majority of pupils are able to write legibly and fluently. However, some pupils need more support. The Cripps 'Hand for Spelling' books are used flexibly and adapted to meet the needs of individual children. Individual or group targets will be set as appropriate.

## **Monitoring and Assessment**

In Foundation Stage assessment of letter formation will take place at the end of the Spring and Summer term.

In Years 1 and 2 letter formation is assessed half termly.

Assessment of handwriting is ongoing through the marking of books and teacher observations where constructive feedback is given.