

Handwriting Policy

Springwell Park Primary



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Contents		
Heading	What is within this section?	Page Number
Aims	Our intent for the teaching and learning of handwriting	2
Links with Other Policies	Other policies that handwriting links to	2
Timetable – Teaching	When handwriting is taught	3
National Curriculum Expectations	The expectations of handwriting within the National Curriculum	3, 4
Handwriting by Year Group	Handwriting provision by year group / key stage	4
Resources	Explanation of what resources are needed for our approach to handwriting	4
Handwriting Example	An example of Springwell's letter formation.	4

Aims

At Springwell Park Primary, we are committed to our approach of enabling pupils to achieve a high standard of handwriting and presentation. Our children are introduced to a cursive style of writing from year 1, where appropriate and from year 2 onwards consistently. Our staff are expected to consistently model this style of writing at all times.

- To write neatly and legibly in a fluent cursive style which is efficient and pleasant to look at.
- To teach the correct letter formation and the correct joins.
- To ensure that children of differing abilities are provided with appropriate and achievable goals.
- To support the development of correct spelling and to aid in the elimination of letter reversals by the learning of word patterns and the correct joining of letters.
- To display excellent examples of handwriting in every classroom and around the school.
- To have the correct pencil grip and posture when writing.
- To know the correct size and orientation of letters.
- Residential trips organised by the school
- Workshops delivered in school by external organisations

Links with Other Policies

Our Handwriting policy has been created in conjunction with the requirements from the National Curriculum. In addition to this, it has been created with the following policy in mind:

- Springwell Park Primary English Policy

Timetabling – Teaching

At Springwell Park Primary, handwriting is taught one per week within a dedicated handwriting slot – this is timetabled. This is the minimum expectation, however, we do appreciate that handwriting can be taught at additional times regularly, such as within basic skills.

Children who struggle with their handwriting are to be provided with intervention.

Handwriting by Year Group

As part of the planning stage, the Trip Lead will gather information, including but not limited to:

- Location and travel distance
- Travel plans or options
- Full cost breakdown, including travel
- Resources needed, including human resources
- Risk assessment plans and first aid provision

National Curriculum Expectations

Year 1

- Sit correctly at a table, holding a pencil comfortably and correctly
- Begin to form lower-case letters in the correct direction, starting and finishing in the right place
- Form capital letters
- Form digits 0-9
- Understand which letters belong to which handwriting 'families' (i.e. letters that are formed in similar ways) and to practise these.

Year 2

- Form lower-case letters of the correct size relative to one another
- Start using some of the diagonal and horizontal strokes needed to join letters and understand which letters, when adjacent to one another, are best left un-joined
- Write capital letters and digits of the correct size, orientation and relationship to one another and to lower case letters
- Use spacing between words that reflects the size of the letters.

Year 3/4

- Use the diagonal and horizontal strokes that are needed to join letters and understand which letters, when adjacent to one another, are best left un-joined
- Increase the legibility, consistency and quality of their handwriting, e.g. by ensuring that the downstrokes of letters are parallel and equidistant; that lines of writing are spaced sufficiently so that the ascenders and descenders of letters do not touch.

Year 5/6

- Write legibly, fluently and with increasing speed by:
- Choosing which shape of a letter to use when given choices and deciding, as part of their personal style, whether or not to join specific letters
- Choosing the writing implement that is best suited for a task (e.g. quick notes, letters).

Handwriting by Year group

Early Years Foundation Stage

Children will be given a wide range of opportunities to write, experience writing, and understand that it conveys meaning. The children will begin their writing journey by developing the gross motor and fine motor skills required to write. The children will practice their skill in multiple ways, E.G, sand trays, paint, chalks, magnetic letters, letter formation, writing over and under teacher models, along with many others. Children will be taught the correct pencil grip and be corrected when they divert to bad habits. Children follow the Read Write Inc handwriting to support the introduction of sounds

Year 1

Children will continue to be reminded about the correct pencil grip and corrected when they make mistakes. Some children may need a multisensory approach and will participate in a range of different activities (as EYFS). Children will be taught the correct letter formation and some children will begin to learn the cursive style when they are ready. They will have access to handwriting books, whiteboards and worksheets. Children will be taught the correct sitting posture when writing. Children will engage with Letter-join.

Year 2

Children will be taught the cursive style of handwriting. They will practice using whiteboards, handwriting books and worksheets. Children will be expected to develop fluency in their handwriting, with evidence of a joined cursive style.

Key Stage Two

Children will continue to be taught how to write in a neat, cursive style. The children will engage with Letter-Join.

Resources

As a school, our scheme for handwriting is Letter-join – due to this, we have a school wide subscription. All computers have access to Letter-join, as well as the iPads. Children within our EYFS have thicker pencils to support pencil grip. Triangular pencil grips and sloping boards are available for children who are experiencing difficulties. All children have a handwriting exercise book.

Handwriting Example

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt
Uu Vv Ww Xx Yy Zz