



# FAIRLANDS PRIMARY SCHOOL

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## POLICY STATEMENT

## HANDWRITING

<b>APPROVED</b>	<b>September 2020</b>
<b>TO BE REVIEWED BY</b>	<b>September 2023</b>

# FAIRLANDS PRIMARY SCHOOL

## HANDWRITING POLICY

*Providing every child with the opportunity to be a confident writer*

### AIMS

- To provide all children with the opportunity to become a confident writer.
- To ensure continuity and consistency in the teaching of handwriting across the school.
- To support every child in forming and joining letters correctly using a fluent legible style.

### The importance of handwriting to the curriculum

A child's positive perception of their handwriting is an essential part of their self-image as a writer. Handwriting is a lifelong skill and a confident and fluent style supports the children in all areas of the curriculum. As handwriting becomes an automatic skill, it allows children to devote more consideration to the content of their writing. This means that good handwriting skills are essential for raising attainment in writing.

### LEARNING AND TEACHING

At Fairlands, handwriting is taught as a separate discrete lesson as well as part of every phonics and spelling lesson. It is essential that children transfer these skills to their everyday writing and that good models of handwriting during guided and shared writing support this.

Teachers must be an accurate model of the school's handwriting policy at all times: a positive attitude and consistency of presentation of all their written work is key to effective teaching and learning.

Handwriting is a developmental skill and we have a three-stage approach to letter formation and joins. The first model is the pure letter only (lead-out strokes are on the p, v, w and o). The second model shows the lead out stroke along with the pure letter, this is the stage where a looping descender is introduced. The final model demonstrates all letter joins except the lead out on the x, which remains a break letter.

The teaching of letter formation and joins will be taught both through phonics and spelling lessons as well as through separate handwriting lessons where family letters will be taught. These letter joins will be reinforced through any other writing opportunities.

The letter families are as follows:

c a d g q	n m p h b
f s o	v w
i l t j	r k e
u y	x z

During handwriting lessons, the pure letter formation is taught or reinforced. The join is then taught in pairs of the same letter:

cc cc cc cc cc

Other joins in the same family are then practiced in pairs:

ca ca ca ca ca

The letter join is then written in the context of a word using letter joins the children know:

achievement

## **PROGRESSION IN SKILLS**

Handwriting skills are taught systematically across the school:

### **Foundation Stage**

Handwriting is a developmental skill which begins when the children join the foundation stage. At this point, gross and fine motor control skills are supported through a wide variety of activities, these are essential for developing the necessary skills for becoming a writer. The children have many opportunities to mark make every independent time both in the indoor and outdoor learning environments.

### **Nursery**

- Children have a model of the pure letter only.
- Children begin to form some letters.

### **Reception**

- Children can form most pure letters correctly.
- Children can distinguish their own writing.
- Children will be writing in both the indoor and outdoor learning environments as part of independent activities.
- Children have a handwriting session once a week.

### **Year 1**

- Pure letter and lead out models will be displayed.
- Children will be taught to use all upper and lower-case letters correctly using letter formations in the pure form. They will learn and use the terminology 'tall, tail and halfway letter'.
- During handwriting and everyday writing, children will be encouraged to sit correctly at a table and holding a pencil comfortably and correctly.
- There will be multiple opportunities for writing, in both the indoor and outdoor learning environments, as part of independent activities.
- Children will be able to recognise letter formations with the lead out.
- During the Summer Term the joined model will be displayed.
- Children will begin to use the letter joins that match the phonics phase they are working within.
- Children will form digits 0-9, starting and finishing in the right place.
- They will begin to learn the first family of letter joins.
- Children will begin to apply these joins to their own writing.

## **Year 2**

- All three models of letter formation are displayed.
- Children's writing will sit on the line demonstrating the correct proportion of ascenders and descenders.
- Children's lower-case letters will be correctly proportioned using the lead out model.
- Letter joins will continue to be taught according to phonics phase and family letters will be taught from the beginning.
- Spacing between words will be precise.
- Capital letters and digits will be of the correct size, orientation and relationship to one another and to lower case letters.

## **Year 3**

- All three models will be displayed.
- Children will be writing with an increased speed and accuracy.
- Children will transfer their skills to handwriting pen.
- Letter joins will continue to be taught according to phonics phase/ support for spelling phase and family letters will be taught from the beginning.

## **Year 4**

- All three models will be displayed.
- All children will be writing in handwriting pen.
- Children should know all letter joins.
- Letter joins are reinforced through the teaching of spelling alongside separate handwriting sessions.

## **Years 5 and 6**

- Lead out and joined model will be displayed.
- Children will be joining all letters and writing with speed and fluency.
- They will apply all letter joins in their own writing.
- All written work will be in handwriting pen.

## **SPECIAL EDUCATIONAL NEEDS**

- Adaptations and interventions will be made specific to the need of the child.

## **REVIEW**

The governing body will review this policy in line with its annual cycle of review.