



### **Why we teach Handwriting at Herrick Primary School**

At Herrick Primary School we believe that the consistent approach to handwriting is important. Our aim is that each child will acquire a fluent, joined, legible style of handwriting as a natural development during their time at our school.

### **Objectives for pupil learning**

The National Curriculum emphasises the importance of handwriting by stating that by the end of Key Stage 1, children should have developed a comfortable handwriting style, which is joined and legible.

### **Nursery and Reception**

The inference taken from this statement is that children should be introduced as early as possible to the formation of letters through patterns. Nursery children should be encouraged to 'scribble' and invent writing through play. They should be encouraged at this stage, and in the Reception class, to discover letter shapes and movements in these forms. The shapes and movements should then be developed into making letters in connected form in Letters and Sounds sessions. During the week children should be targeted by their key workers and they should be given an opportunity to practice lower case letters.

Correct pencil grip will be established at an early stage. Children will be supported to develop effective fine motor skills. Appropriate resources will be used for this purpose including play dough, threading, the pencil grip and triangular pencils.

### **Key Stage 1**

KS1 pupils will use pencils for handwriting.

Handwriting is taught in each KS1 lesson each week for a minimum of 30 minutes per week. Appropriate resources are used for this purpose including handwriting books and dotted letter formation sheets.

Once all lower case letters have been mastered, upper case letters are taught, and then pupils are taught to join letters together. Pupils whose handwriting is clearly legible, and are forming correctly joined letters are encouraged to transfer these skills to all forms of writing outside of their specific handwriting sessions.

### **Key Stage 2**

#### **Lower KS2**

Pupils are taught to increase the legibility, consistency and quality of their handwriting. Pupils are encouraged to use joined handwriting throughout their independent writing.

Short handwriting sessions are taught in term one and children, who continue to struggle, attend handwriting club until they are secure with joining letters. They also practice using handwriting booklets in morning sessions and take additional support sheets as homework.

### **Upper KS2**

Pupils are encouraged to 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.

They are clear about what standard of handwriting is appropriate for a particular task (e.g. quick notes or a final handwritten version). They are also taught to use an unjoined style (e.g. for labelling a diagram or data, writing an email address, or for algebra) and capital letters (e.g. for filling in a form).

Pencil is used for making notes, planning and first drafts. Pen is used for final pieces of writing if handwriting is legible and consistent.

### **Roles and responsibilities of staff and governors**

The Governor with responsibility for Literacy is Mrs Gill Smart.

### **Planning**

Regular short Handwriting sessions will be planned by the classteacher.

### **ICT Links**

Handwriting will be compared to ICT wordprocessed typing and we will help children to decide when handwriting or wordprocessing is the preferred option for their work.

### **Review**

This policy will be reviewed in 2018