

# Handwriting

## A Parent's Guide

This guide is to explain why and how we teach handwriting at Grangefield Primary School.

Our aim is for all children to write fluently, legibly and with increasing speed and to understand the different forms of handwriting used for different purposes by the end of KS2. These expectations are in line with the National Curriculum (2014). At Grangefield we feel that joined writing using a cursive script is the best way to achieve these objectives. We aim to make handwriting an automatic process that does not interfere with creative and mental thinking.

Handwriting is a cross-curriculum task and will be taken into consideration during all lessons. Formal teaching of handwriting is to be carried out for between 15 - 45 minutes per week depending on the Key Stage your child is in, ensuring Key Stage targets are met. Lessons follow a basic structure which is adapted to suit the needs of the child: gross and fine movement warm up; posture/grip check; teacher modelling; children practising independently; reflection/evaluation time. To ensure the consistent approach to handwriting the teachers and staff at Grangefield are encouraged to use neat, joined-up cursive writing for tasks including marking, when writing on the IWB and on displays (if they are not being word-processed).

### Good handwriting starts with good fundamentals

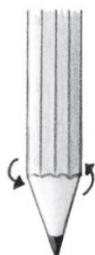
#### Correct posture

Both feet firmly on the floor; one hand for the pen, the other hand to hold the page not to support the head; elbow of writing hand on the table (contrary to good manners!); chair tucked in to give a straight back. Make sure a 'left-hander' sits to the left of a pair of children and a 'right-hander' sits to the right.

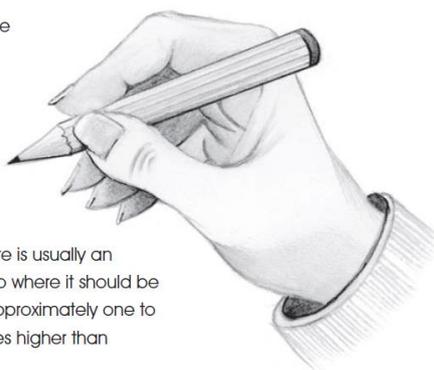
#### Good grip

The pen should be held between the index finger and thumb and should merely rest on the middle finger at one end and balance on 'the curve' at the other!

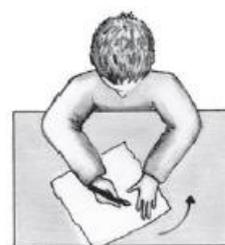
On a pencil, fingers should only be on the point.



On a pen, there is usually an indication as to where it should be held. If not, approximately one to two centimetres higher than the tip.



#### Position of the Paper



The page should be slightly tilted. A clear desk is essential (this could be difficult with textbooks etc. but encourage as much as possible). Once you have corrected the grip, posture and position of paper, you are already on the right track.

### **Progression in Handwriting**

It is essential for children to learn what letters look like by themselves without the lead-in and lead-out strokes at the beginning of their learning. They need to see them in different printed fonts and in different handwriting. Children also need to have good fine motor control and the ability to form letters in the correct way before thinking about writing cursively. Essential pre-writing skills are actions which develop fine and gross motor skills such as climbing, manipulating play-dough, writing with a variety of implements and on different surfaces and materials. Once children have the understanding and ability described above, they are ready to move on. When cursive handwriting is introduced, it will be as follows: writing each individual letter with a lead-in and a lead-out strokes. Once children have mastered this they will move onto using horizontal and diagonal strokes to join letters together.

There may be children with specific needs for whom cursive handwriting is not appropriate. If this is the case, this decision will be made by the class teacher and shared with parents, and alternative objectives will be set out.

As we transition to a cursive style across the school many children who are in upper Key Stage 2 (Year 5 & 6) currently have their own style of handwriting which achieves the aims of being fluent, legible and speedy. Therefore, we are demonstrating the new style of handwriting to these children and they will be allowed to incorporate it into their current style if they wish. However, when all other children (current Rec-Y4) move through the school the cursive style of writing will be used explicitly.

#### **Early Years:**

- Sit in the correct position and hold a pencil correctly.
- Improve fine and gross motor skills.
- Focus on patterns which build on the basic letter shapes.
- Form printed letters confidently
- Form letters confidently with lead outs strokes.

#### **Key Stage 1**

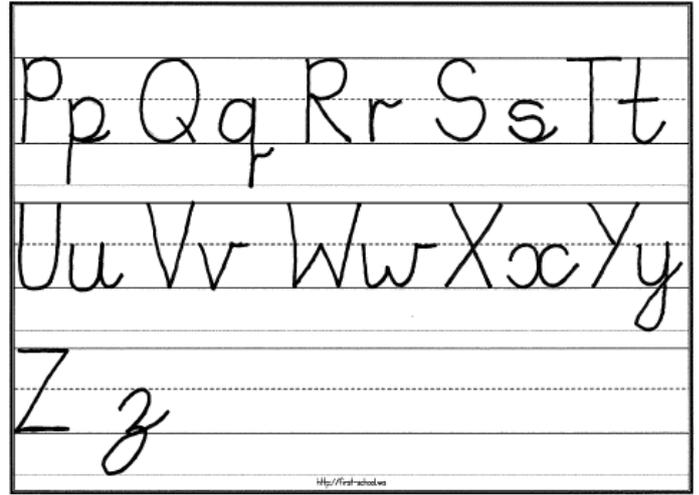
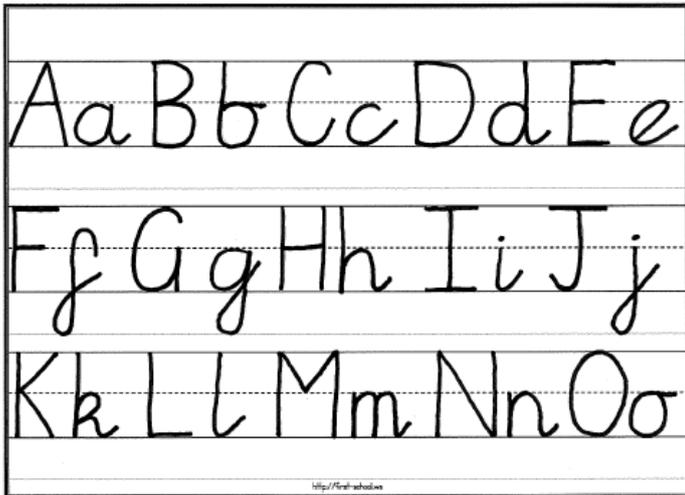
- All individual letters have a lead-in and a lead-out stroke.
- Ensure that letters are consistent in size (tall, small or dangly).
- Form capital letters and understand that they do not join to lower case letters.
- Write legibly using upper and lower case letters with most letters joins.

#### **Key Stage 2**

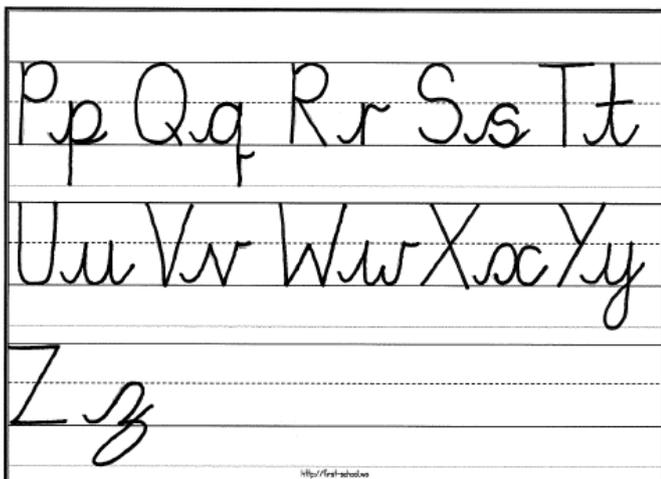
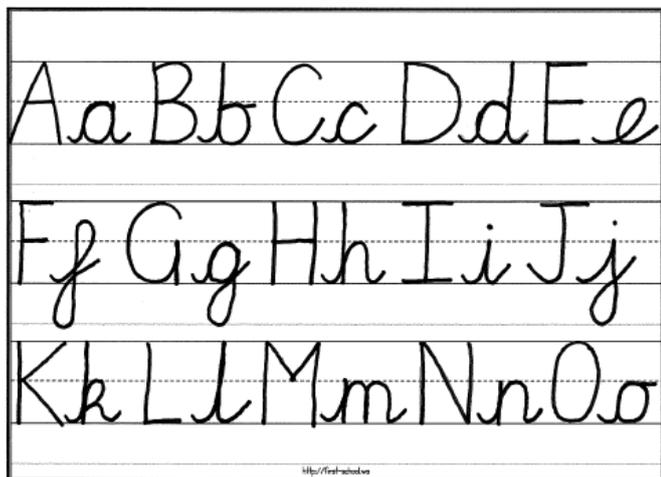
- Improve quality, speed and stamina of handwriting.

- Have full knowledge and ability of the different forms of handwriting for different purposes:
- Neat, joined, cursive letters for writing passages and large amounts of text, lists and letters.
- Printed or capital letters for posters, notices, headings, labelling, and form filling

Lead out only



Lead in and lead out



**Support your child's handwriting at home**

Short videos showing how to form each of the letters above are available on the school website. Please encourage and support your children with their handwriting, reinforcing the skills they have learnt at school.

If you have any questions please speak to your class teacher.

Thank you for your continued support.