Grappenhall Heys Community Primary School Handwriting Policy

Aims
- To have a consistent cursive approach across the whole school to ensure high levels of presentation
- To adopt a common approach towards handwriting by all adults when writing in children's books, on the whiteboard or on displays / resources
- Children to achieve a neat, legible style with correctly formed letters in cursive handwriting
- Children to develop fluency and speed whilst writing, so that eventually the children are able to write the letters with confidence and correct orientation

Teaching and Learning
- As recommended by the British Dyslexia Association, we adopt a continuous cursive style of writing
- Teachers and Learning Support Assistants model the agreed cursive style when modelling writing both in class,on displays and in feedback in books
- Our agreed cursive style is included in Appendix 1 and must be adhered to by all staff

Early Years
- Children to be introduced to pre-cursive and cursive script at the earliest stages of writing
- Children in Early Years should be writing in the pre-cursive script to enable an easier transition in Year 1 into the cursive script, depending on their ability. However, the expectation is that by the end of Reception pupils will start to transfer towards a cursive script depending on their skill and ability
- Displays in both Nursery and Reception should include models of cursive script
- Teachers will model, promote and encourage pre-cursive script but this will not hinder or become a barrier to learning
- Implements such as chunky triangular pencils, large chalks and chunky pens etc. are used by pupils to rehearse skills on paper, chalk boards, pavement etc

Key Stage 1 & Key Stage 2
- Within KS1, every class will have two 15 minute handwriting sessions per week
- Within KS2, every class will have a specific handwriting session for 15minutes per week
- In handwriting sessions, spellings, relevant key vocabulary or sentences/paragraphs related to core texts will be modelled by an adult then practised by children
- Children are given a dedicated handwriting book from Year 1 to Year 4

Pen licence
- Children use a standard HB pencil, well sharpened
- When a child is consistently writing in a neat, legible style they get a pen licence
- Children with a pen licence will be provided with a special handwriting pen
- A pencil is always used within maths regardless of whether children have a pen licence

Planning
During handwriting sessions, children will apply taught formations to letters, words or parts of text relevant to their current learning. For example, they may practise the letters from their current phonics focus, the letter strings used in their weekly spellings, key vocabulary related to core texts. There is not the expectation that formal written plans are required. Books will be used as evidence for the progression of handwriting.

Equal opportunities and Special needs
All children must have the opportunity and the encouragement to reach their full potential. Children with Special Educational needs, where necessary, will be provided with specialist equipment such as pencil grips or wider ruled lined paper. Children will also have the opportunity to use iPads to rehearse specific skills on a more regular basis. Intervention is available for children who experience significant difficulties to practice pre writing skills and fine motor coordination.

Assessment, Monitoring and Moderation
Children in the EYFS are assessed on an ongoing basis through observation, handwriting informs part of this. Within Key Stage One and Key Stage Two, handwriting is assessed as part of children's writing in their books.

Homework
Pencils should be used in homework books, unless a pen licence has been granted and children are encouraged to use cursive script in all written work.

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Handwriting Letter Formation

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