

HANDWRITING POLICY



1 Introduction

- a) We believe that the acquisition of handwriting skills is very important if children are to communicate effectively in the written word.
- b) The school policy for handwriting reflects the consensus of opinion of the whole teaching staff and has the full agreement of the governing body.
- c) The implementation of this policy is the responsibility of all teaching staff.

2 The Nature of Handwriting

- a) We are in agreement that every child should be encouraged to achieve a legible, attractive style of handwriting.
- b) A child's ability to write comfortably and legibly affects performance in many other areas of the curriculum and can have an effect on an individual's self-esteem. Children should therefore be helped to develop an appropriate handwriting style with which they are comfortable.

3 Implementation

- a) Children will be shown how to hold a pencil comfortably and will be encouraged to adopt a correct posture when writing. They will be taught correct letter formation in stroke-related families. From reception onwards they will be taught to write letters in a cursive script so that they will have little difficulty in learning to join up their letters when they are ready to do so. Children will be helped to understand that there is a balance between speed and legibility which is dependent on the purpose of writing.
- b) In Year R correct letter formation will be taught as suggested in the Jolly Phonics teaching scheme. Cross-curricular opportunities will be used whenever possible for providing real purposes for using handwriting skills. The motor skills necessary for handwriting will also be developed in Art, Technology and PE.
- c) All teachers will be responsible for the teaching of handwriting, and agreed script should be displayed in each classroom.
- d) All children's handwriting skills will be valued and built upon. Children with special needs in handwriting will be helped by appropriate teacher intervention. The particular needs of left-handed children will always be taken into consideration. All children will be encouraged to develop a comfortable, flowing and legible style of handwriting.
- e) Parents will be informed of the school's handwriting policy. At the annual meeting for the parents of pre-school children we will suggest ways in which parents can help in the development of handwriting skills.
- f) Handwriting will be taught and practised at least once a week. Cursive script joined handwriting will be encouraged at all times and modelled correctly by all staff in school.

5 Assessment

The assessment of handwriting is part of the school's on-going approach.

6 Equal Opportunities

All activities will be planned in such a way as to encourage full and active participation by all pupils.

7 Roles and Responsibilities

Headteacher – The headteacher has overall responsibility for the delivery of the primary Curriculum.

8. Policy Review

Reviewed: September 2014

Reviewed and amended: January 2015