



Stamfordham First School

Handwriting Policy

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Review Date: October 2018

Introduction

All learning takes place through the use of language, which gives English a special place within the National Curriculum. It is during a child's primary education that the foundations of all aspects of English are laid. This makes English the most important aspect of the curriculum of any primary school.

English is the medium through which all learning takes place, inside and outside the classroom. The teaching of English embraces all aspects of language, both spoken and written. In the literate society in which we live an ability to communicate effectively, both orally and in the written word, and to read a wide range of different types of text, is essential if children are to achieve their potential through their school days and on into adult life. Our school views the acquisition of skills to be of the utmost importance and so the teaching of all aspects of English will be given a high priority.

This policy outlines the purpose, nature and management of handwriting in our school. The implementation of this policy is the responsibility of all teaching staff. This policy includes the Handwriting aspects of the National Curriculum.

The Nature of Handwriting

Handwriting is a fine motor skill. Most children should be able to achieve a legible, attractive style of handwriting. It is a "secretarial" skill and, though important, it is not as important as the skill of composition. However it is important that children can communicate through their literacy skills, so their handwriting should be easily read by the intended audience. Also the assessment of the content of a child's writing is often influenced by the standard of handwriting and presentation, therefore our school will place great emphasis on the teaching of an appropriate handwriting style so that children will not be at a disadvantage when their writing is assessed.

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.

Entitlement

The statutory requirements for Handwriting is to be covered fully at each key stage.

Implementation

The handwriting objectives of the National Curriculum will be delivered within the framework of this policy. The teaching and practicing of Handwriting skills, will take place frequently. Handwriting will also be addressed when appropriate in the context of a writing conference with individual children. At Key Stage 2, particular attention will be paid to Handwriting in the final draft of a piece of written work. The school has adopted the Nelson Handwriting Scheme.

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 Year R onwards they will be taught to write letters with exit strokes so that they will have little difficulty in learning to join up their letters when they are ready to do so.

All children (except for those with SEN) will leave Reception with accurate letter formation and pencil grip. They will also have a good understanding of how to sit at a table to ensure the best possible position, to enable neat and correctly formed handwriting. Handwriting will be closely linked with Spelling so that the teaching of common letter strings will be taught in the context of Handwriting lessons. Children will be helped to understand that there is a balance between speed and legibility, which is dependent on the purpose of writing.

Correct letter formation will be taught in a subject specific way.

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 and P.E.

Children will be taught in their normal class group. All teachers will be responsible for the teaching of handwriting.

The development of gross and fine motor skills in the under 5s will be encouraged in Art and P.E. They will develop pre-writing skills through emphasis on pattern work using a range of tools and working with different media. From the earliest stages emphasis will be placed on helping children to hold their pencils correctly and on developing correct posture. Writing will be encouraged in the context of structured play and use of the writing corner. 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 the left-handed children will always be taken into consideration. They will be shown how to position their paper so that they can ensure movement across the page.

The school has a complete set of Nelson resources.

Children will be encouraged to develop a comfortable, flowing and legible style of Handwriting.

At the meeting with parents of pre-school children, we will suggest ways in which parents can help in the development of Handwriting skills. New parents are given a sheet showing the school Handwriting style and how letters are formed. Children at both key stages will have access to a range of writing tools and will be given guidance about the tool which best suits their individual needs. Staff will ensure that pencils are kept sharpened.

Assessment

At the end of the year children are asked to demonstrate their best handwriting as part of their contribution to end of year report to parents. Copies of every child's handwriting is retained to form a record of progress.

Materials

Nelson Scheme

- CD's for each Year group.
- Photocopiable resources
- Consumable resources for Reception & KS1
- Textbooks
- Seating position cards

Additional resources

- Pens - when handwriting is at such a standard as to necessitate.
- Left handed children sit left of a right handed child.
- Suitable seating position – resting hand – position to give anchor to book.
- Guidelines – plain paper, preparing writing work for the wall.
- Exercise books KS2.