

Broadbottom C of E Primary School

Handwriting Policy

School Aims

We will....

- Love our God, our world, each other and ourselves
- Cherish our pupils, acting as their champions.
- Provide safe yet challenging opportunities to learn, blossom and grow.
- Surround ourselves with fun, laughter, positivity and happiness, creating a place where memories are made.
- Trust each other to act with integrity and to forgive when we make mistakes.
- Love learning and love life

We aim to....

- Be creative in our thinking, outlook and approach
- Communicate effectively
- Give the time needed for stronger growth
- Find each individual's "spark", develop them as thinkers and provide them with the gift of a love of learning and a belief in themselves

Rationale

The overall aim is to teach children to form letters correctly, to have consistent size and orientation of letters and develop a legible style resulting in clear and neat presentation in order to communicate their meaning effectively. Other styles of writing will depend on the purpose.

Good handwriting, which is correctly formed and legible, forms the basis of all presentation with an audience in mind. Progression is ensured throughout the school.

Note-taking and experimental writing is usually written for personal purposes and does not require presentation for an audience, but legibility is expected.

Objectives

To develop a legible style at Foundation Stage and Key Stage 1 pupils are taught:

- Develop a good posture
- How to hold a pencil and pen
- To write from left to right and top to bottom of a page
- Start and finish letters correctly
- Form letters of regular size and shape
- Put regular spaces between words
- How to form lower and upper case letters
- How to join letters
- Recognize differences between printed texts and handwritten text
- Recognize commonly used fonts in IT

In addition, at Key Stage 2, pupils are taught:

- Write legibly in both joined and printed styles with increasing fluency and speed in all presentations
- Use different forms of handwriting for different purposes

Strategies

Motor Control- The development of good motor control is essential. Both gross and fine motor control should be developed at the Foundation Stage. *(See Curriculum Guidance for the Foundation Stage- OCA 2000-Physical Development)

Pattern Recognition- Children should be able to follow and repeat, patterns of increasing complexity.

Language of Shape and Movement- Children should be able to access a language of shape and movement.

Left-handed Children- Left handed children need not be disadvantaged if a few simple strategies are employed. *These can be found in "Developing Early Writing" – QCA 2001.

Posture- Staff will ensure the correct posture is adopted. Tables and chairs will be a suitable height for the pupil.

Resources

At Broadbottom we use the Nelson Handwriting Scheme, starting with work books in Reception /Year 1 and working up to text books in Year 2 upwards. These are supported by Interactive White Boards which are used as teaching tools.

Handwriting is taught in a specific lesson at least once a week and is given as homework in Key Stage 2.

Handwriting is corrected as and when necessary as individual and whole group basis.