



POLICY FOR HANDWRITING

AIMS

For all children to produce neat, legible, cursive handwriting with correctly formed letters.

KEY STAGE 1

The school has its own programme for teaching cursive writing. This starts in Nursery and Reception tracing letters in sand trays; tracing over letters; joining dots and then copying from examples.

Worksheets are prepared so that each child can progress through the programme at their own attainment level.

In Reception the children practise writing each individual letter in cursive style. When they can form each letter correctly they then learn how to join the letters together, starting with their own names.

Each pupil has their own handwriting folder and handwriting book. All paper has coloured coded guidelines.

KEY STAGE 2

At key Stage 2, children use pencil until they 'earn' the privilege of using pen through producing consistently neat and well-formed handwriting.

Children use roller ball pens or fountain pens, with blue or black ink. Biro's and other coloured ink pens are not to be used.

Print is encouraged where appropriate for labels, etc.

Handwriting is taught as an individual lesson and as part of all English lessons. Children whose handwriting is untidy or badly formed receive extra help.

KEY STAGE 3

Pupils in KS3 are expected to write in a neat, cursive style using a pen.

GENERAL

When marking children's work, teachers adopt the style in which the children are taught to write when writing comments in books. This also applies to teachers writing on the blackboard.

Display writing throughout the school will include print, the taught handwriting style and computer-generated writing.