

Shipbourne School



Handwriting Policy

Introduction

This policy document is a statement of the aims, principles and strategies for the teaching of handwriting at Shipbourne School.

This policy was reviewed and revised through a process of consultation and discussion with teaching staff.

This policy will be reviewed on a yearly basis to ensure relevance, effectiveness and practicality.

We respect that handwriting will vary from pupil to pupil, displaying an individual, personal style which we would encourage and develop.

Aims

Our aims in teaching handwriting are:

For all children to develop a legible style of handwriting in both joined and printed styles, with increasing fluency, confidence and speed.

For the children to be aware that different forms of handwriting are to be used for different purposes.

To make provision for left handed children to develop free flowing writing.

In order to achieve this, children will be taught to:

- Develop fine motor control,
- The importance of correct posture and paper position whether right or left handed,
- To use a pen/pencil and to hold it effectively,
- To write from left to right and top to bottom on a page,
- To start and finish letters correctly,
- To form letters of regular size and shape,
- The language of writing and to use the correct terminology,(e.g. ascenders)
- To put regular spaces between words,
- How to form upper and lower case letters,
- How to join letters,
- How to write legibly in both joined and printed style,
- To use different styles of writing for different purposes,
- The importance of neat and clear presentation in order to communicate meaning effectively.

Methodology and organisation

At Shipbourne School we aim to develop handwriting through systematic and regular practice in the teaching of handwriting.

The use of the 'Nelson' Handwriting scheme ensures a consistency of style and approach which leads to an effective progression of experience and teaching. At Shipbourne School children will practise their fine motor skills using a range of activities including a weekly teacher taught handwriting session and 'Write Dance' in Early years/Year 1, alongside regular use of a fine motor skills activity box. Handwriting will be reinforced throughout all subjects.

Monitoring and assessment.

Assessment of handwriting is an on-going process and will take place formally and informally; during the regular, focused handwriting sessions and across other curricular areas.

The monitoring of the teaching of handwriting is carried out by the Head teacher and English co-ordinator in line with the school development plan. Specific interventions will be provided if required by the SENco and class teacher.

Home/school links.

Homework activities are used to promote and practise handwriting styles and presentation skills.