



THE MOSLEY ACADEMY

Handwriting Procedure



Introduction.

This Procedure document is a statement of the aims, principles and strategies for the teaching of handwriting at The Mosley Academy

Intent

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.

Implementation

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.

In the Early Years Foundation Stage, we teach handwriting following Little Wandle Letters and Sounds Revised, this consists of a non-cursive script. As the children progress to Year 1, they are taught pre-cursive script, where all the letters have a starting point from the line. In Year 2, children move towards a cursive writing style, which continues to be developed, as they progress throughout the school. Handwriting is developed through systematic and regular practice.

Monitoring and assessment.

All teachers and teaching assistants share the responsibility to ensure handwriting and presentation are given a high priority. 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. Handwriting is monitored by the English co-ordinator in

English book trawls but all co-ordinators monitor presentation and handwriting as part of their subject development. This will provide evidence of children's progress and attainment, will serve to inform the children's future learning targets and provide information when reporting to parents.

Home/school links.

Parents/guardians are informed of the school's approach to handwriting and they are given guidance on correct letter formation in weekly newsletters. In the Early Years Foundation Stage, homework activities are also used to promote and practise handwriting styles.

2021

H.Walmsley