

# BARNS GREEN PRIMARY SCHOOL HANDWRITING POLICY

## OUR SCHOOL VALUES AND VISION

### Barns Green Primary School

Our Values are:

- Respect
- Responsibility
- Perseverance
- Compassion
- Community
- Inclusion

Our Vision is:

Promoting independent thought and learning

Providing a broad-based education

Respecting individuality and difference

Emphasising the importance of team work

Nurturing physical health, emotional security and spiritual richness

Our pupils will learn to become self-confident, enthusiastic, resilient and tolerant.

**2018**

Date approved  
29 January 2020

Responsible Governors  
Teaching and Learning  
Committee

Review in  
July 2020

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## HANDWRITING POLICY

### **Introduction:**

Handwriting is concerned with individual expression and the conveying of meaning through fluent composition. The principal aim is that handwriting becomes an automatic process which frees pupils to focus on the content of the writing. In order for this to occur, handwriting is taught in ways that enhance fluency, legibility, purposefulness and the opportunity for creative expression.

Whilst the guidelines below are recommendations for each year, as a school we recognise that children develop and learn at different rates and will be taught what is appropriate to their ability. Therefore at Barns Green Primary School we believe that children are taught according to their stage, not age. We understand that this means in any one year group there could be children who are being taught appropriately from the year above or year below. The teaching of handwriting also includes writing numbers and symbols.

### **How we teach handwriting:**

Children will practise and learn the skills of handwriting predominately in their Handwriting and English Books. However, our ethos behind this relates to our view that handwriting is a skill that is used consistently across the curriculum and not a separate entity in their education. We believe this will help children to make the connection of handwriting as a skill to present their learning, ideas and thoughts; whilst being consistently reminded of what they have practised.

Teachers will model handwriting (by using the agreed school script for handwriting in Appendix 1) when writing on interactive whiteboards, writing on the class whiteboard. When working in groups on handheld whiteboards, when marking books and in variety of other situations where handwriting occurs in the classroom. We also believe that while this is modelled it will not be the only exclusive form of writing script shown to the children; as in life, children will be exposed to a variety of different handwriting styles and text fonts and should become accustomed to seeing this variety.

### **SEN and Handwriting:**

We recognize that children at any stage may need interventions if their progress is slower, or if they are experiencing difficulty with handwriting. This is not

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exclusive to pupils that fall into the SEN category or have SEN status in school. These interventions can be applied by the class teacher and teaching assistants, through to SEN specialist staff in the school. The interventions may vary from pupil to pupil as they will be relevant to support the individual pupil at whatever stage they are at in school.

### **Left Handed Writers:**

Left handed writers can experience barriers to learning handwriting and partaking in handwriting activities. To ensure our left handed writers can learn and make progress our teachers will support left handed children by showing them how and where to sit when writing, and how to position their paper in a way that makes writing easier. When available to use, left handed writers will have access to pens designed specifically for left handed writers. Refer to Jo Aitken for more information

### **What will happen in our school?**

All children will be encouraged to write in pen to promote the ethos that everything that they write down is of value and should not be erased. At KS1 and KS 2 children will use pencils in Maths.

We recognise that handwriting is best taught when in conjunction with the phonics and spelling curriculum.

When children are consistently writing joined up they will receive a 'Pen License' and a school handwriting pen. (These pens are an ergonomic shape and are used throughout the school.) Pencil grips are also available to assist children with their pencil grip.

### **EYFS**

- Printing and forming letters without a lead-in
- By summer term, those that are able to begin to write on –lines
- How to hold a pencil / pen
- Grouping of letters
- 'left to right' orientation
- Exercises to warm and strengthen muscles ready for writing.
- Spacing of letters and words are introduced.
- Introduction of capital letters

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### Year 1 (3 x 10 minutes sessions per week)

- Carrying on with progress from Reception, but introducing a lead in.
- Summer Term - those ready and able starting to do joins.
- Air writing, sand and ribbons – using different mediums to learn.
- Ensuring that there are spaces in between words.

### Year 2 (3 x 10 minute sessions per week)

- By end of Year 2 most children will be able to join.
- Continuing with writing on lines.
- Starting to talk about size of writing
- Most children will have secure spaces in between words

*KS1 will use the coloured handwriting paper (see appendices).*

### Year 3 (2 x 15 minute sessions per week)

- Ensuring writing formation develops so that it sits on the line and begins next to the margin.
- Ensuring consistency of size of writing.
- Develop fluency in joined writing
- By the end of Year 3, most children will use joined handwriting at all times.

### Year 4 (2 x 15 minute sessions per week)

- Children are aware that at times, other specific forms of writing are required e.g. printing on a map, a fast script for notes.

### Year 5 and Year 6 (1 x 20 minute sessions per week)

- Children will develop an individual style based on the principles of good handwriting taught in previous years.
- Experimentation with different styles and writing implements is encouraged with the aim of increasing speed whilst maintaining legibility.

*Y3, 5 & 6 will use handwriting books with handwriting guidelines. However, by the summer of Y6 the children will use standard lined paper.*

\*Years 5 and 6 are used to consolidate learning for those pupils who have not yet achieved a fluent and legible joined script. Interventions may be applied.

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