

All of our policies are written with the aim of improving our school and of realising our Christian vision:



From the smallest of seeds fed with faith and

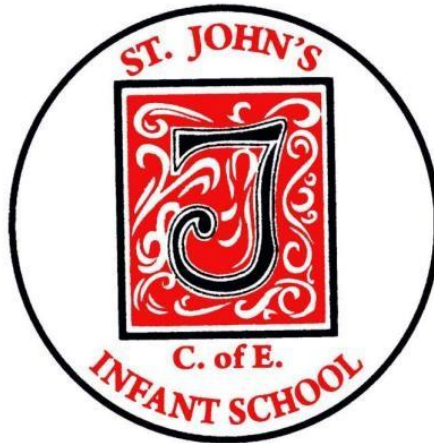
love our St John's family will flourish and grow.

Our vision underpins every document, procedure and decision made within our setting. We are committed to enabling all members of our small community to **flourish and grow** through the values of faith and love and to ensuring that they go on equipped for 21st century living and to have a positive impact on the world.

Based on the teachings of Matthew 13:31

HANDWRITING POLICY

Saint John's Church of England Primary School



Approved:	Date: September 2025
Review:	Date: September 2026

'From the smallest of seeds fed with faith and love our St John's family will flourish and grow'

1

Aims and objectives

At St John's CofE Primary we are very proud of our pupil's handwriting and take particular care in our handwriting style. We use Letter-join's on-line handwriting resource and Lesson Planners as the basis of our handwriting policy as it covers all the requirements of the National Curriculum.

Aims:

- To develop a neat, legible, speedy handwriting style using continuous cursive letters, which leads to producing letters and words automatically in independent writing.
- To establish and maintain high expectations for the presentation of written work.

Objective

Handwriting is a basic skill that influences the quality of work throughout the curriculum.

By the end of KS1 pupils should be equipped with the skills they need to be successful in KS2.

Our intention is to make handwriting an automatic process that does not interfere with creative and mental thinking.

2 **Our approach to Handwriting**

All teaching staff are encouraged to model the printed or cursive style of handwriting chosen for each year group in our school in all their handwriting, whether on whiteboards, displays or in pupils' books.

Consistency throughout the school

Pupils should experience coherence and continuity in the learning and teaching of handwriting across all school years and be encouraged to take pride in the presentation of their work. Our objective is to help pupils enjoy learning and developing their handwriting with a sense of achievement and pride.

Handwriting frequency

Handwriting is a cross-curricular task and will be taken into consideration during all lessons. Formal teaching of handwriting will be carried out regularly and systematically to ensure Key Stage targets are met.

Pens and pencils

Children will start handwriting using a soft pencil. When fine motor skills have been established a handwriting pen can be used. More competent pupils can use a ballpoint pen.

Inclusion

For children who experience handwriting difficulties due to fine motor development, including those who are left-handed and those with special educational needs, the appropriate additional support will be put into place. Letter-join's Lesson Planners all include differentiation activities for extra practice/challenge.

Handwriting at Home

Pupils are encouraged to practise their handwriting at home by using the Pupil log-in for Letter-join. Teachers can set Home Learning Tasks which may include:

- Magic Patterns
- Magic Words
- SoundMatch
- PhonicsMatch
- LetterMatch
- LetterLotto
- Letter Families activity
- Word Search
- Word Bank
- Spelling lists
- Write it Right!



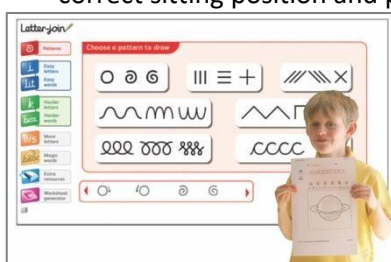
Children can also watch the word and letter animations and practice and explore other handwriting resources on Letter-join.

3 Our approach to the planning of handwriting

Early Years

For our youngest pupils we teach short handwriting lessons on a daily basis, which will include the following:

- enhancing gross motor skills such as air-writing, pattern-making and physical activities
- exercises to develop fine motor skills such as mark-making on paper, whiteboards, sensory trays, iPads, tablets, etc.
- becoming familiar with letter shapes, their sounds, formation and vocabulary
- correct sitting position and pencil grip for handwriting



Module 1 Print: Early Years teaches handwriting using the printed method. It starts with fine and gross motor skills warm-up exercises, correct sitting position and tripod pencil grip. It is divided into three sections covering:

- pre-writing patterns
- easy letters and words
- harder letters and words

At the end of this module, children should be able to recognise and form all the printed, lowercase letters of the alphabet.

Key Stage one

Children have 5 short handwriting lessons a week.

- continuing with gross and fine motor skills exercises
- strengthening handwriting, learning and practice
- numerals, capitals and printed letters; where and when to use, learning and practice
- KS1 SATs SPaG exercises

***Module 2 Print to Cursive** teaches how to correctly write capital letters, uses of printed letters, numbers, punctuation, maths symbols and other symbols. Pre-cursive patterns and cursive letters are then introduced in preparation for Module 3 when children are required to start joining their handwriting.

It is divided into three sections covering:

- warm-ups, letter families and capital letters
- uses of printed letters
- numbers and symbols
- introducing pre-cursive patterns and cursive letters

On finishing this module, children should be confident in writing all the capital and printed letters, numbers and symbols and start to become familiar with the orientation of cursive letters.

***Module 3 Cursive: Year 2** includes lessons to improve letter formation and orientation of letters through regular practice and to support spelling, grammar and punctuation in readiness for KS1 SATs. The sections in this module cover:

- letter families
- high frequency words
- joining techniques
- sequencing sentences
- dictation exercises
- times table facts
- SPaG practice for KS1 SATs

With the regular handwriting practice throughout this module, children should now be developing the fluency and speed of their writing.

4 Our approach to the monitoring of Handwriting

The Literacy Manager and SLT monitor the quality of teaching in Handwriting through lesson observations in in literacy at least once per year.

The Literacy Manager and SLT monitor the quality of learning in Literacy books at least once per year.

The Literacy Manager and SLT monitor the quality of teacher assessments in Mathematics at least once per year.

Where concerns are identified, individual members of staff are monitored more regularly, and support is put into place in order to help the quality of their work to improve.

The governing body monitor standards of teaching and learning in Literacy at least once per year and hold the school's Headteacher to account.

5 Our approach to the review of the Handwriting policy

The Literacy Manager reviews the school policy at least once a year. The governing body review the Handwriting policy in accordance with statutory guidance.