

**AFNORTH International School  
British Section**

## **Handwriting Policy**

At AFNORTH we recognise that legible handwriting is an important skill for all children to develop as they mature into confident learners. We recognise that handwriting styles are an expression of individuality and are a unique physical representation of personality. We strive for consistency of quality rather than uniformity of style.

The main style of handwriting taught at AFNORTH School is the cursive style of handwriting, but it is acknowledged that, given the unique context of AFNORTH, and the high levels of mobility a flexibility of approach must be adopted to ensure that pre-established styles of writing are not deconstructed. If, however, children entering the school use a poor handwriting style, these children should be taught and adopt the school's handwriting style.

### **Aims**

To encourage the children:

- to develop an effective pencil grip;
- to develop a handwriting style which is well executed and attractively presented;
- to develop accurately formed letters which are correctly orientated and of a consistent size;
- to develop a legible, fluent, cursive style
- to take pride in the presentation of their work

### **Principles for the Teaching of Handwriting**

Regular handwriting sessions will take place for all pupils in school.

### **Agreed Style**

The style of handwriting used is 'Cursive 4' ([cursivewriting.org](http://cursivewriting.org)).

In Sunbeams and Reception should learn:

- to mark make and engage in pre-writing activities before starting to make individual letters;
  - Activities to aid gross motor skills development might include: rolling hoops, eurhythmy, ribbon movement, PE, chalking, painting and use of interactive whiteboard.
  - Activities to develop fine motor skills may include: tracing, colouring within lines, pattern work gluing, painting with fingers, plasticine, threading and peg board pattern.
- how to hold a pencil. Pencil grip should be firm but relaxed; for pupils who demonstrate difficulty in holding a pencil correctly, teachers may introduce triangular pencils or pencil grippers to encourage a better grip;
- correct formation of individual letters. In Reception to include an entry stroke and finishing with the appropriate exit stroke.
- form digits 0-9;
- begin to learn letter formation using 'shape families':
  - **long ladder** letters l i j t u y
  - **one-armed robot** letters r b h k m n
  - **curly caterpillar** letters c a d e g o q f s
  - **zigzag** letters z, v, w, x

In Y1, pupils should be taught to:

- sit correctly at a table, holding a pencil comfortably and correctly;
- begin to form lower-case letters in the correct direction, starting and finishing in the right place;
- form capital letters;
- understand which letters belong to which handwriting 'families'
  - **long ladder** letters l i j t u y
  - **one-armed robot** letters r b h k m n
  - **curly caterpillar** letters c a d e g o q f s
  - **zigzag** letters z, v, w, x

- use spacing between words that reflects the size of the letters.

In Y2, pupils should be taught to:

- form lower-case letters of the correct size relative to one another;
- start using some of the diagonal and horizontal strokes needed to join letters and understand which letters, when adjacent to one another, are best left un-joined;
- write capital letters and digits of the correct size, orientation and relationship to one another and to lower case letters;

In Y3/4, pupils should be taught to:

- use the diagonal and horizontal strokes that are needed to join letters and understand which letters, when adjacent to one another, are best left un-joined;
- increase the legibility, consistency and quality of their handwriting [for example, by ensuring that the downstrokes of letters are parallel and equidistant; that lines of writing are spaced sufficiently so that the ascenders and descenders of letters do not touch].

In Y5/6, pupils should be taught to:

- write legibly, fluently and with increasing speed by:
  - choosing which shape of a letter to use when given choices and deciding whether or not to join specific letters;
  - choosing the writing implement that is best suited for a task.

Across KS2, it is expected that pupils should:

- Write legibly in a fluent, cursive script.
- Use 'best' handwriting to present any written work preferably with pen.

### Print in School

Displays and labels around school will reflect a wide range of different styles of writing. This will be in both computer generated and hand written form. All staff will use the school's adopted style of cursive script in their own writing, particularly when marking pupils' work and modelling writing.

### Right Handed Children

- Children should sit comfortably on their seat, with both feet on the floor.
- Children should use a firm but comfortable grip.
- Light, wherever possible, should be directed over the right shoulder.
- Paper should be angled to the left.

### Left Handed Children

- Children should sit comfortably on their seat but should use a higher seat than a right handed child.
- Children should use a firm but comfortable grip.
- The thumb and finger should grip the pencil/pen at a higher point in order to see the nib.
- Light, wherever possible, should be directed over the left shoulder.
- Paper should be angled to the right.