



At Knights Enham Junior School we provide...  
Inclusive and ambitious learning experiences where our school community feels safe and motivated to achieve their best.  
'Together We Achieve'

## Knights Enham Schools

### Handwriting Policy

At The Knights Enham Schools we believe that neat, well-formed handwriting and the presentation of written work helps to raise standards and is a life skill. Pupils should take pride and have a sense of ownership in their work.

#### Aims

- To raise standards in writing across the school.
- To have a consistent approach across Key Stage One and Key Stage Two when teaching handwriting , leading to fully cursive writing.
- Pupils understand the importance of good presentation.
- By the end of Year 4, the majority of children are able to write cursively.
- Pupils to achieve a neat, legible style with correctly formed letters in cursive handwriting.
- Pupils to develop fluency and speed whilst writing, so that eventually the pupils are able to write the letters with confidence and correct orientation in their independent writing.

#### Teaching and Learning

##### Key Stage One

*Ofsted and Department of Education Guidance*

- *They (teachers) also need to teach children fluent letter formation (unjoined handwriting).*
- *Delaying teaching joined handwriting gives teachers and children time to focus on other aspects of the writing process, such as composition, spelling and forming letters correctly.*
- *Schools take a (phonics) approach that is rigorous, systematic and used with fidelity (any resources used should exactly match the Grapheme Phoneme Correspondence (GPC) progression of their chosen SSP approach)*

**In the light of this guidance EYFS and Year 1 will use the resources from the ELS to teach the children correct print letter formation. They MAY supplement this with 'print' resources from Letter Join where it corresponds. They will not be taught a cursive script or letter lead ins/outs.**

In year 2 children will begin learning cursive script. Year 3 team and English lead will share the 'Letterjoin' scheme resources they are using to ensure smooth transfer.



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## **Key Stage Two**

- Handwriting is taught and **modelled** regularly through short, focused sessions following the 'Letterjoin' modules and using their resources.
- Every English lesson will start with a 5 minute burst of handwriting and/or dictation. This will be completed under the date and 'I Can'. Letterjoin resources to be used.
- Additional handwriting practice can be completed in handwriting books or using the 'Letterjoin' worksheets. It can be linked to spelling or phonics lessons where appropriate. Children should have a handwriting folder to ensure that this practice is valued.
- Teachers should model correct cursive script whenever possible.
- Hand writing levels/expectations posters are displayed in every classroom and referred to by teachers regularly.
- The target for all pupils is to produce a fluent, consistently formed style of full continuous cursive handwriting with equal spacing between the letters and words.
- Within Y3 most pupils will start to use continuous cursive handwriting and will start to be issued stage 3 or above on the handwriting stages.
- In Y4, Y5 and Y6 pupils' majority of pupils will receive a handwriting pen (Super Scribe) to complete the majority of class work, where appropriate, and use a fully continuous cursive style.
- Pencils will be used in mathematics or for drawing and completion of diagrams.

### **Left-handed pupils**

Teachers should be aware of the specific needs of left-handed pupils and make appropriate provision in terms of the environment and modelling. Teachers should be alert to the fact that it is very difficult for left-handed pupils to follow handwriting movements when a right-handed teacher models them. Teachers may demonstrate to left-handers on an individual or group basis, even if the resulting writing is not neat.

### **Monitoring and Evaluation**

This will be undertaken by the class teacher on an on-going basis. The English coordinator will carry out regular English book monitoring . When undertaking any monitoring, coordinators and senior leaders will check all subjects for neat presentation and the use of continuous cursive script.