

# Duncombe Primary School

## Handwriting policy (2005)

At Duncombe we value the quality of written work. Our aim for the future is that all children will write in a legible cursive style. We expect that all staff use cursive handwriting at all times. Throughout Key Stage One we expect that all children master cursive handwriting, with a particular focus in Year 1.

Through our analysis of SATs and Book Looks we have identified that handwriting and spelling are both concerns. We are trialling a joint handwriting and spelling approach, which will be reviewed at the end of the year.

### Early stages

- Children will experiment mark making using a variety of tools.
- A variety of activities will be used to enhance motor skills. Eg: Dance with movement, in sand, magic finger, letters on backs.
- Children will be taught correct letter formation using the leading out join.
- Once letter formation is mastered Continuous Cursive will be introduced. A letter formation programme will be used.

### Key Stage One

- Year 1
  - Formal teaching of Continuous Cursive Script occurs at least twice a week.
  - Handwriting practice should be linked to phonics taught throughout the week. A spelling programme will be used.
  - Children should be encouraged to use Continuous Cursive Script throughout the curriculum.
  - Our ideal situation is where all children are fluent hand writers by the end of Year 1, to reduce formal teaching of this throughout the school.

- Year 2
  - Our aim is for all children to use Continuous Cursive Script throughout the curriculum.
  - Spellings will be given from a spelling pattern programme; these will be given for homework in Continuous Cursive Script.
  - Formal teaching will be required daily for those children who haven't mastered Continuous Cursive Script.
  - Practice time should be given to all children to enhance fluency.

#### Key Stage Two

- Our aim is that all children will be fluent users of Continuous Cursive Script and will continue to practice this when learning spelling patterns during SFA.
- Practice time should be given to all children to enhance fluency.
- Children who have not mastered Continuous Cursive Script should practice daily.

## Continuous Cursive Script

- Correct letter formation
- Upright
- Appropriate and consistent in size
- Differentiated lined page to be used according to ability
- There are 6 different groups of letters (see attachment 1)

## Guidelines for Parents

- Handwriting workshop will take place every Autumn term for new pupils to the school.
- Parents will be encouraged to use Continuous Cursive Script with their children, especially with homework.

