

*Welcome
to St Leo's and Southmead
Catholic Nursery and
Primary School*



Nurture, Inspire, Succeed

*Handwriting
Policy*

2022/2023

Our Vision

As part of the St Leo's and Southmead family; our children are happy, resilient and successful. Our school community is enriched by positive role models who nurture and support; delivering a curriculum which embraces memorable opportunities and lifelong skills.

Our Promise

Nurture

Inspire

Succeed



We will provide a safe, warm and welcoming environment where everybody is valued

We will develop the whole child through our pastoral approach where inclusive attitudes are modelled every day

We will celebrate the skills, talents and natural abilities of everybody in our school community

We will deliver exciting and memorable learning opportunities through our creative curriculum in order to provoke thoughts, dreams and life-long goals

We will guide our children so that they are eager to exceed their full potential in all that they do

We will encourage confidence and risk taking through quality first teaching, effective feedback and challenge

Our Values

*Everybody is valued
We are all role models
Talents are celebrated
We never give up*

'Nurture, Inspire, Succeed'

Our Mission Statement

“Though we are many, we are one body in union with Christ.”

Romans 12:5

**Learning and Growing as One Family through
God's Love!**

Faith

Ambition

Making Memories

Inclusive for All

Learning in Love

Young and Old Together

Nurture, Inspire, Succeed

Our Aims and Objectives

Learning as One Family

- Offer an inclusive education for all
- Enable all to work together in order to succeed
- Celebrate the progress and achievements of all
- Deliver a broad and balanced knowledge and skills-based curriculum
- Have high expectations for all within our school family
- Consistently deliver quality teaching and learning
- Give high priority to the teaching of basic skills in Maths and English
- Offer opportunities for learning outside of the classroom
- Raise awareness of opportunities for all in order to set high aspirations
- Seek the views of all stake holders
- Provide parents and carers with regular updates reading their child's progress

Growing as One Family

- Give opportunity for all to be positive role models
- Foster togetherness for our own school family and the wider Global Community
- Support personal, spiritual and emotional development
- Develop trusting and nurturing relationships
- Promote resilience for all
- Encourage teamwork, collaboration and co-operation
- Provide opportunities to make memories beyond the classroom door
- Deliver quality daily collective worship
- Support the Parish in preparing children for the sacraments of Reconciliation and First Holy Communion
- Create an atmosphere of mutual respect, acceptance and forgiveness



Nurture, Inspire, Succeed

ST LEO'S AND SOUTHMEAD CATHOLIC PRIMARY **SCHOOL** **HANDWRITING POLICY**

This policy should be read alongside the 2014 National Curriculum in England and other documents from the Standards and testing Agency, as well as the current English Policy, Phonics Policy and Writing Rationale.

Rationale & Aims

We aim to develop the children's ability to write with ease, speed and legibility, enabling them to maximise the fluency, quality and quantity of their work. Children learn cursive handwriting, which teaches pupils to join letters and words as a series of flowing movements and patterns. Link s are made between handwriting and spelling. Statutory Requirements Statutory requirements for the teaching and learning of English are laid out in the National Curriculum English Document (2014) which detail specific requirements and expectations for the teaching of handwriting from Year 1 to Year 6. At EYFS, requirements and expectations for writing development are detailed in the Physical development and Literacy section of the Statutory Framework for Early Years Foundation Stage.

EYFS Children should be given opportunities to:

- Use writing as a means of recording and communicating
- Engage in activities requiring hand/eye coordination
- Use one-handed tools and equipment
- Draw lines and circles using fine and gross motor movement
- Manipulate objects with increasing control
- Begin to use anti clockwise movement and retrace vertical lines
- Begin to form recognisable letters correctly
- Use a pencil and hold it effectively to form recognisable letters, most of which are correctly formed
- Start and finish letters correctly

Key Stage One Children should be taught:

- To write from left to right and top to bottom of a page
- To form letters of regular size and shape
- To put regular spaces between letters and words
- How to form lower and upper case letters
- How to join letters
- The importance of clear and neat presentation in order to communicate their meaning effectively

Key Stage Two Children should be taught:

- To write legibly in both joined and printed styles with increasing fluency and speed
- To use different forms of handwriting for different purposes
- To develop their own handwriting style, as appropriate.

Teaching and Learning: Whole School Agreed Practices

- All year groups adhere to and deliver the “Joinit” scheme of work and staff use the agreed cursive font style “XCCW Joined 63a” when using computing resources.
- Display writing throughout the school includes block letters, hand written cursive writing and computer generated cursive font.
- When marking or writing comments, teacher’s written style will model the correct handwriting and letter formation which is fully legible by pupils and adults.
- Children are given a variety of writing tools. When children are confident and secure at writing neatly and fluently with a pencil they are expected to use handwriting pens in all subjects (with the exception of maths).
- Photocopiable masters and teacher generated worksheets are edited, where possible, to display the agreed cursive font.
- Handwriting books and lined paper are used throughout the school as appropriate. Staff dedicate time each day/week (depending on year group) to the teaching, developing and practicing of handwriting.

Teaching and Learning: EYFS

- Children participate in activities designed to develop gross and fine motor skills and recognition of patterns.
- Handwriting and letter formation is taught every day through the phonics session; letters are introduced to children in the order outlined by the Read Write Inc Phonics Programme, with the teacher modelling block letters and referencing the cursive style.
- Children are provided with a variety of writing and mark making tools and materials and are encouraged to explore the differences in manipulation, texture and presentation.

Teaching and Learning: Key Stage One

Children start practicing using the cursive style to begin joining their letters from Year One onwards and begin to learn which letters belong to which ‘handwriting families’ (which letters are formed in similar ways). Handwriting is taught and expected to be used daily and links are continually made between literacy, phonics and topic work.

The children are taught to:

- Develop their fine and gross motor skills with a range of multi-sensory activities. Practice patterns and free flowing hand motions.

- Write both lower case and upper case letters.
- Write from left to right and from top to bottom.
- Start and finish letters correctly.
- Be consistent with size and shape of letters and spacing of letters and words.
- Sit letters on the line, and ensure that ascenders reach the appropriate height, and that descenders sit below the line.
- Have the correct pencil grip.
- Find a convenient position for their page.
- Have the correct posture and position.

Teaching and Learning: Key Stage Two

During this stage the children continue to have weekly direct teaching (dependent on year group and needs of the cohort) and daily regular practice of handwriting. We aim for children to develop a clear and fluent style by the end of Key Stage Two and that they are able to adapt their handwriting for the following different purposes:

- A neat, legible hand for finished, presented work.
- A faster script for notes.
- Print for specific purposes e.g. labelling maps or diagrams.

Assessment

Children are assessed continually throughout the school, through the use of formative, summative, self and peer assessment. Criteria outlined within book scrutiny and monitoring of pupils' work includes handwriting and presentation as an area for assessment. Throughout their time at St. Leo's and Southmead Catholic Primary School, samples of children's writing are collected and moderated against National Curriculum criteria.

Monitoring and review

Monitoring of the standards of children's work and the quality of teaching is the responsibility of subject leader. The subject leader gives the Head teacher an annual summary report evaluating the strengths in English, and indicating areas for further improvement: reference to handwriting and presentation is included. The school governors also receive a copy of the annual report in order to review progress.

Date policy written: September 2022

Policy Written by: Mrs Claire McGuinness

Date to be reviewed: January 2024