



## HANDWRITING POLICY

Revised June 2004

### RATIONALE

Handwriting is a basic skill and tool of communication. It is essential that the child develops a style of handwriting that is legible, fluent and suited to the needs of the present day and writing context.

### CURRENT SITUATION

All children are utilising Cursive Script. From year four the script should be joined.

### PURPOSES

- Legibility at all year levels with correct formation, spacing, shape, size and slant, as well as aesthetics and speed.
- Develop a positive attitude in the student
- Develop a handwriting conscience
- Use a variety of tools and resources.
- Children should understand the terminology appropriate to their age
- Children to develop skills in the self evaluation of handwriting and the correction of errors.
- Develop various presentation skills appropriate to the situation

### GUIDELINES

- Regular lessons timetabled
- Printing for Labelling p 67 "The Teaching of Handwriting"
- Flexibility of pen grip and posture for left handers
- Children from years 4-7 to work towards attaining a pen licence at the discretion of the class teacher
- Children years 1-3 use pencil

### RESOURCES

- Paper dotted thirds appropriate to level plus exposure to conventional lined paper.
- Pencils-HB for yrs 1-7
  - Formative Pencils K&P levels
  - Biro as pen licence is obtained
- Commercial Resources - see staff room

### TEACHING STRATEGIES

- Dynamic modelling
- Use of correct terminology
- Grouping of children appropriate to level and students needs
- Attend to method of formation, rather than end product
- Teach to the point of error incidentally across the curriculum
- Over the shoulder marking