

## Handwriting Guidelines

At Uplands Primary we use and follow the Kinetic Letters scheme for handwriting from Year 1 to Year 6. It is taught daily for 15/20 minutes across the school. The purpose of this scheme is to promote consistent teaching and legible, joined handwriting across the school. Being able to write quickly and neatly reduces cognitive load and allows children to improve their grammar and composition rather than focusing on their handwriting.

Children are taught to form letters and join them according to the handwriting style of the scheme but we acknowledge that as they progress, they will (and should) develop their own handwriting style.

At the start of the academic year, a decision will be made by year teams and class teachers as to whether a child, who has used pen, will continue to use the pen or if they need to use pencil until their handwriting meets the criteria. This is due to some children, who write in pen, forgetting to join their writing or writing becomes untidy, unclear or too big/small following the long summer break.

Once the child's handwriting meets the criteria, they will be able to use pen again. This will also be the case throughout the year, when children may be asked to return to pencil, if they feel it would be of benefit to them. If the child is no longer consistently meeting the criteria for pen, they must be warned about this to give them time to improve before being asked to return to pencil.

## Criteria for handwriting pens

To promote consistency and fairness handwriting must meet the following criteria to be able to be awarded a pen.

Handwriting must:

- Consistently and correctly joined

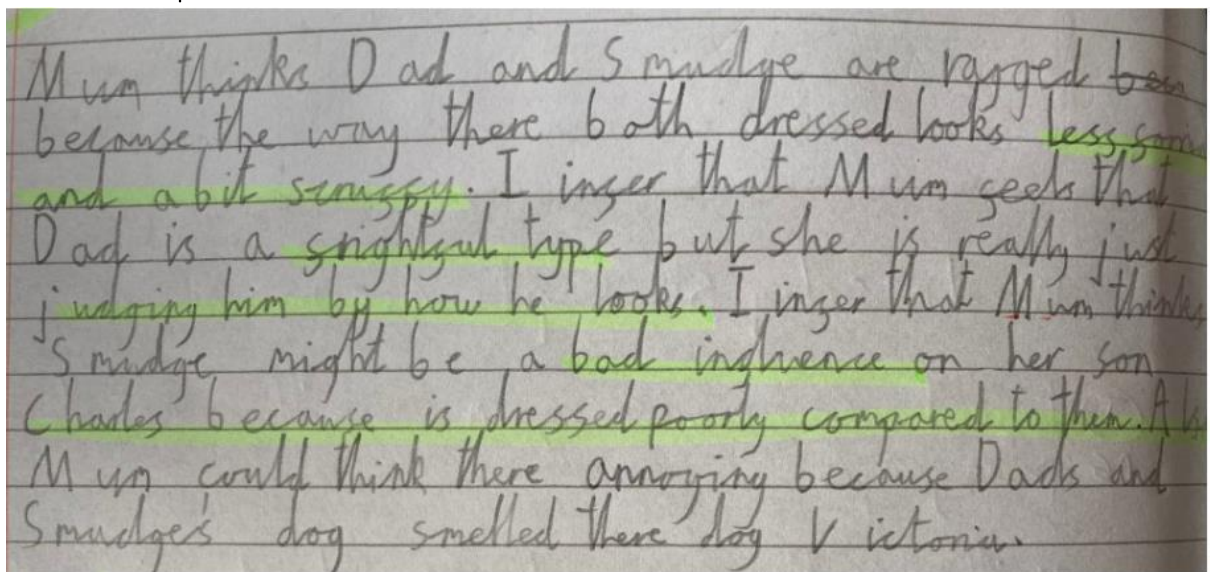
- Be a consistent size and height

Lower letters e.g. a, c, e, i, j, g, m, n, o, p, q, r, s, u, v, w, x, y, z should be the same height (approximately!)

Taller letters e.g. b, d, t, h, l should also be approximately the same height.

Letters like: y, p, q, g, j should also be approximately equal in size and length.

See example:



- Evenly and neatly spaced and written on the line.
- Letters formed correctly and there is no confusion between letters (e.g. r and n) and capitals are used correctly in sentences. Some letters may not join e.g. b if the child is following the kinetic letters style and have not developed their own style yet.
- Be consistent with the handwriting across at least 4 pieces of work.