



The Anthony Curton and Tilney All Saints Primary Schools' Partnership

HANDWRITING AND PRESENTATION POLICY

Our School Vision

To provide a safe, nurturing environment, where everyone can blossom, being the best version of themselves whilst inspiring and increasing courage, individuality and confidence and motivating all to reach their full potential. Everyone is empowered to make good choices through the spirit of God and the fruits offered.

Galatians 5:22-23 "But the fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, self-control; against such things there is no law,"



Approved Autumn Term 2023

Review Due Autumn Term 2026

Signed on behalf of the Local Governing Body

Aims:

Our aims in teaching handwriting and presentation are that the pupils will:

- Understand the importance of clear and neat presentation in order to communicate their meaning clearly.
- Be able to write quickly to aid expressing themselves creatively and imaginatively.
- Be able to use a cursive handwriting style.

Knowledge, Skills and Understanding:

During the course of their time at school explicit handwriting lessons will be timetabled and the children will be introduced to a range of knowledge, skills and understanding. These are detailed as follows:

At Foundation Stage:

- Children will be taught to use a pencil and hold it effectively to form recognisable letters, most of which are correctly formed.
- Children to begin to use pre-cursive style

At Key Stage One:

- To write from left to right and top to bottom of a page
- To put regular spaces between letters and words
- Children to use a cursive handwriting style from Year 2

At Key Stage Two

- To write legibly in a cursive joined style with increased fluency and speed.

Organisation of Written Work

- Learning Intention and date to be visible in books, whether written by the child or in another form
- Rulers to be used to draw straight lines
- Mistakes crossed out with single ruler lines
- Pupils in KS1 will write with pencil.
- Pupils in KS2 will write in pen.
- One digit per box in Maths books where pencils are always used.

Assessment

The assessment of children's handwriting and presentation is on-going to ensure that understanding is being achieved and that progress is being made. There is also a statutory

expectation to summatively assess handwriting as part of the KS2 Writing Assessment process.

Across the Curriculum

It is important to ensure that appropriate attention to handwriting and presentation takes place in all areas of the Curriculum. For example, during Science, pupils may be labelling a diagram or writing a report and in Art and Design they may be designing packaging where a cursive script would not be appropriate. In this sense other subjects can be used outside the explicit teaching of handwriting to give opportunities for reinforcing key knowledge, skills and understanding with regard to handwriting and presentation.