

HANDWRITING STATEMENT

Aim: To develop student's willingness and ability to write legibly and fluently as a means of communication.

Main Criteria for teaching, learning and assessing student handwriting are:

- Grasp of pen/pencil correctly, correct letter formation
- Be able to form all numerals and letters correctly
- Be able to write legibly using acceptable
 - Letter size, shape, spacing, slope, speed
- Add joining strokes (ligatures) to make the transition to cursive writing from Year 4 onwards
- Write with appropriateness to purpose and individuality of style

Programme Planning and Management

Year 1-3

- Daily teaching and practise in handwriting for all students will take place. Some individuals may progress to twice weekly teaching/practice.
- Instruction will be with lower case letters, followed by upper case letters. For instructional purposes letters will be grouped on the basis of similar movements (refer page 2 of resource material)
- Teachers will model handwriting with individuals, groups or class prior to student practise.
- Daily handwriting sessions will include practice in writing numerals.
- Where students have distinct needs in a classroom, teachers may choose to use a three step programme for managing groups (particularly younger students)
 - Day 1 – teach group
 - Day 2 – students practise letter independently
 - Day 3 – students practise letter in word and sentence context

This allows time for in depth teaching and practice in the required area of need.

Year 4-6

- At Year 4 levels, joining strokes (ligatures) will be taught.
- Student readiness will determine their transition to cursive writing
- Pen will be introduced from Year 5 onwards for those who have a high standard of neatness

Year 7-8

- At this level students should have developed a legible style, legibility and neatness is paramount.

Assessment

Student assessment will be ongoing through:

- Self assessment and goal setting
- Regular feedback through teacher marking work with students
- Reporting student achievement to parents through ePortfolios, 3 way conferences and end of year reports

School Expectations:

- All work will be dated, marked daily and will include the teacher's signature and/or comment.
- Use of rubbers will be discouraged at this time.
- Emphasis will be on the positive aspects of what the student can do.
- Provision of best models by teachers at all times in whiteboard work.