

Clipston Endowed VC Primary School: Handwriting Information

At Clipston School we follow the **Joined Handwriting Style** as outlined in the **Coordinated Group Publications (CGP) workbooks**.

Overview

In Reception, handwriting forms part of continuous provision. We focus on development of fine motor skills, including pencil grip, to enable pupils to access handwriting lessons as they progress through their school career. Children are taught to form 'pure' letters without any entry or exit strokes, ensuring they are formed by starting at the correct point and in the correct direction.

In Years 1 to 4, handwriting is taught as a separate and discrete lesson, providing children with time to focus specifically on the development of their handwriting skills. By Year 5, it is our intention that children will be able to write neatly and legibly using the CGP joined handwriting style.

Every child in Years 1 to 4 are provided with their own CGP Handwriting Targeted Practice Book and a Handwriting Workbook to practise letter formation. In Years 1 and 2, children use their books in school as part of guided work during their handwriting lessons. In Years 3 and 4, children use their books as part of their weekly homework rotation schedule to supplement teaching of handwriting within school.

Further information on the teaching of handwriting for each year group is summarised below:

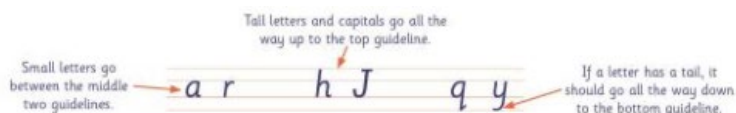
Early Years Foundation Stage

We teach letter formation as pupils learn the sounds for each letter using a memorable phrase linked to our Read Write Inc. Phonics Scheme and encouraging an effective pencil grip. When forming letters, the starting point and direction are more important at this stage than the size or position of the letter on a line. Children begin with lines and patterns to trace before moving onto the letter shapes.



Year 1

Each letter has helpful arrows to show how it is formed. Pupils are then given letters to trace and space to write them independently as well, with guidelines to keep letters the same size and dots to show where to start each letter. They're also given whole words and sentences to trace and copy. Capital letters and number formation are covered too. Pupils begin with guidelines in their Handwriting Workbook to help keep their letters the same size, learning to form each letter sitting on the dotted line, with ascenders and descenders reaching to the pink lines.



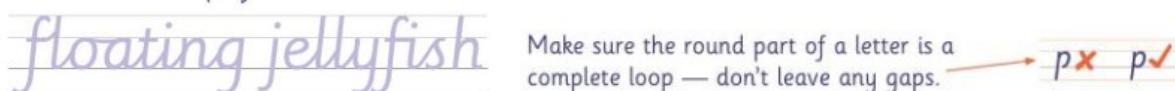
Year 2

Pupils continue with guidelines to help keep their letters the same size. After a recap of all the letters of the alphabet, we move on to joined-up handwriting. Each different type of join is covered (see 'Types of Join' below), starting with an example that has arrows to follow to make the join. Pupils then practise tracing and copying the join on its own, then within a range of words, all with guidelines and starting dots. Break letters (those that are not joined to the following letter: b, g, j, p, q, s, x, y, z) and capital letters are also covered. Towards the end of the year, pupils practise their joined-up handwriting by copying out longer pieces of writing.



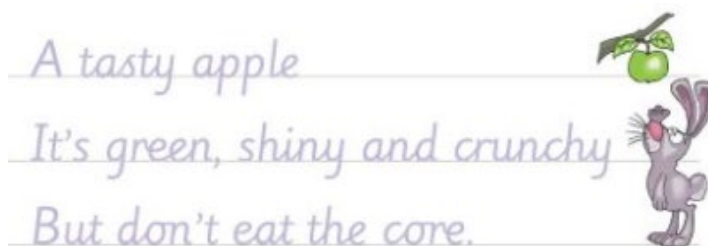
Year 3

We begin with some useful tips for keeping handwriting neat, before recapping the different types of join, with opportunity to practise. Pupils continue with guidelines to help keep their letters the same size, but progress to have only a single line to write on, to build up their skills. As well as common letter combinations, they're given a wide variety of words and phrases to copy, building up to longer pieces of text towards the end of the year.



Year 4

In Year 4, pupils aim to improve their joined-up handwriting skills, building on their prior learning. After recapping useful tips for keeping handwriting neat, pupils are given words and phrases to copy out, including: haikus, limericks, facts and fairy tales. Towards the end of the year, children are given full pages of writing to copy, to build up their handwriting stamina, ready for Upper Key Stage 2.



Years 5 and 6

By Year 5 and 6, it is our intention that children will be able to write neatly and legibly using the CGP Joined Handwriting Style. Children who require additional teaching will take part in specific handwriting interventions.

During Upper Key Stage 2, children are encouraged to maintain joined handwriting across all subjects – increasing their fluency, accuracy and speed – and to recognise when it is appropriate to leave letters unjoined. As fluency and speed develop, some children may begin to make a conscious choice to join break letters where appropriate (for example, g, j and y). All children will write using a handwriting pen.

Joined Handwriting Style: Types of Letter Formation and Joins

"c" letters	c a d g q (o) (e) (s)
"down and back up" letters	r b h p n m k
"down" letters	l j l t u y
"zig zag" letters	v w x z
Letters with tall ascenders	d b h k l t
Letters with hanging descenders	g f q p j y
Small letters	a c e i m n o r s u v w x z

Six types of join are taught:

Join 1 – Low to Low	Join 2 – Low to Tall
Join 3 – Low to Round Letter	Join 4 – Top to Top
Join 5 – Top to Tall	Join 6 – Top to Round Letter

Additional Information for Teaching Staff

- Capital letters are never joined.
- You do not join across a contraction – there should be a break between letters where the apostrophe sits.
- The letters b, g, j, p, q, s, x, y, z are ‘break letters’ and so are not joined to the letter following them. Note: break letters may be preceded by a join, for example in ‘f-i-s-h’ the letter i will be joined to the letter s but the letter s will not be joined to the letter h.
- In spelling tests, writing is never joined. This is to ensure an incorrect join cannot be accidentally read as an incorrect letter (not an issue with spelling, but an issue with handwriting).
- Children who write fluently and at speed may choose to join letters f, g, j and y with a loop if desired.
- As a rule, letters join to the next letter from the bottom, except for f, o, r, v and w. See [CGP Joined Handwriting Style: Types of Join](#) above for further details.