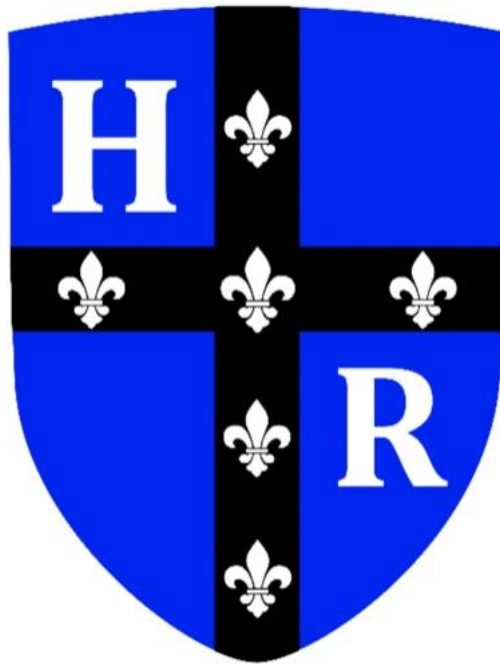


# Holy Rosary

## Catholic Voluntary Academy

*Part of St Ralph Sherwin Catholic Multi Academy Trust*



## Handwriting



# Introduction

This booklet is designed to help you improve the style, legibility, and fluency of handwriting.

It is assumed that students have already grasped sufficient pen control to be able to produce the basic letter patterns.

## **Before pupils begin make sure they:**

- have a suitable pencil or pen, a sharpener and a rubber
- are holding the pencil or pen correctly. The top of the pencil or pen should be pointing in the direction of their shoulder when held correctly.
- can see the board for teacher modelling
- have the correct line guides to practise on
- have both feet on the floor, tummy against the table and back against the chair.
- are holding the handwriting book with one hand whilst they write

**It is suggested that pupils engage in explicitly taught handwriting sessions for at least 20 minutes, three times a week to begin with until handwriting is consistent and being applied across the curriculum with the majority of pupils. The timetable can then be adjusted accordingly.**

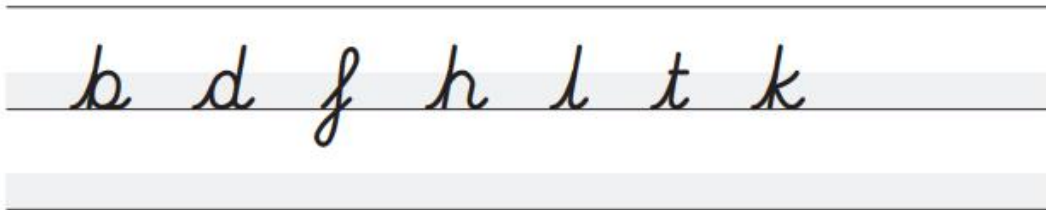
## Language

Consistency of language is very important when teaching handwriting to ensure children understand how to form and join their letters. It's also important to remain consistent across the school when describing where letters sit so children understand the expectations.

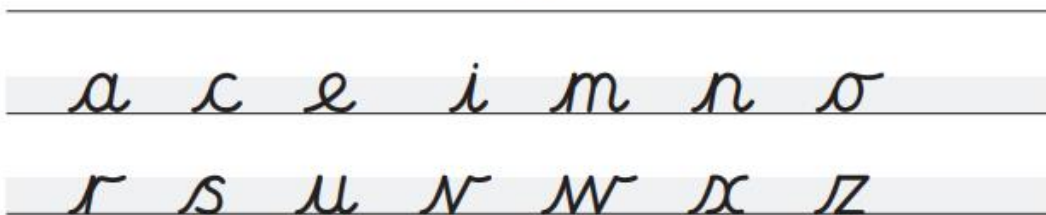
When thinking about the size of your letters, you could use the analogy of a forest to encourage children to think about the following



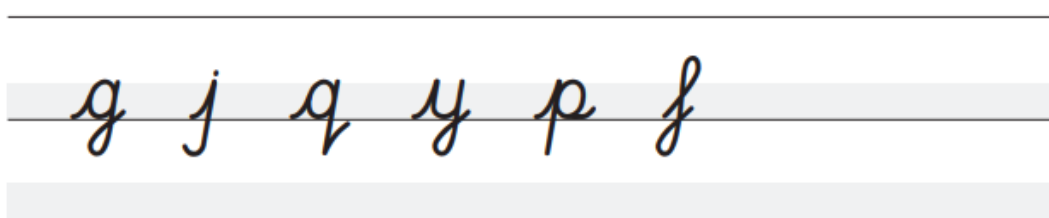
### Tall Letters



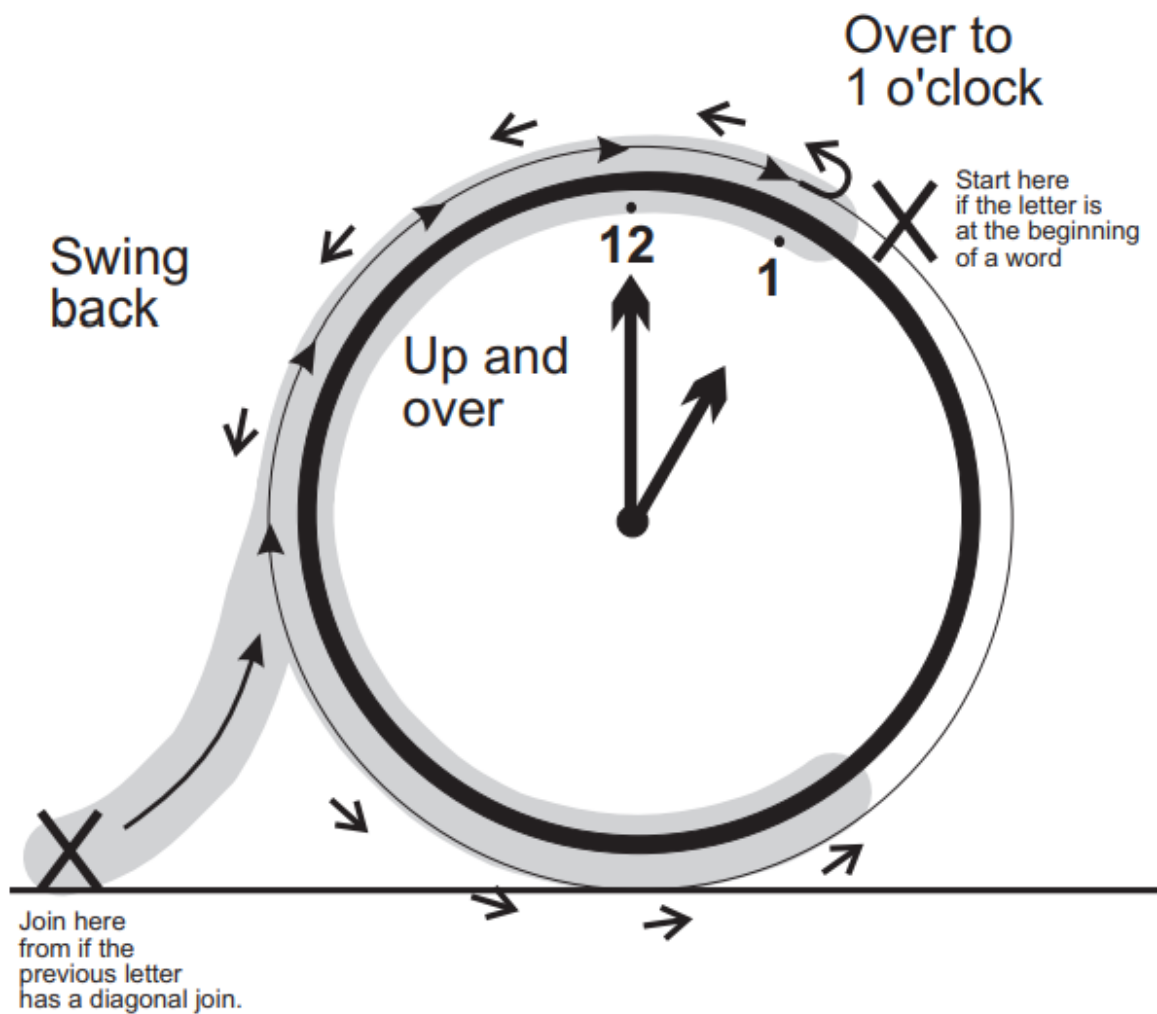
### Half-way letters



### Tail Letters



# One o'clock letters

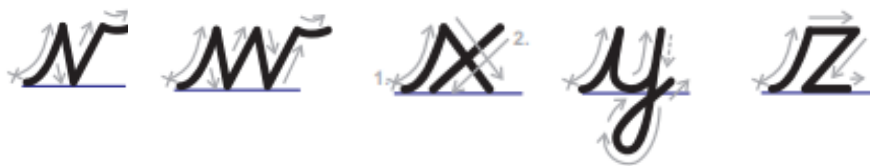


## Different types of join

Horizontal join to a tall letter	<i>ol</i>
Horizontal join to a half-way letter	<i>oc</i>
Diagonal join to a tall letter	<i>al</i>
Diagonal join to a half-way letter	<i>ac</i>

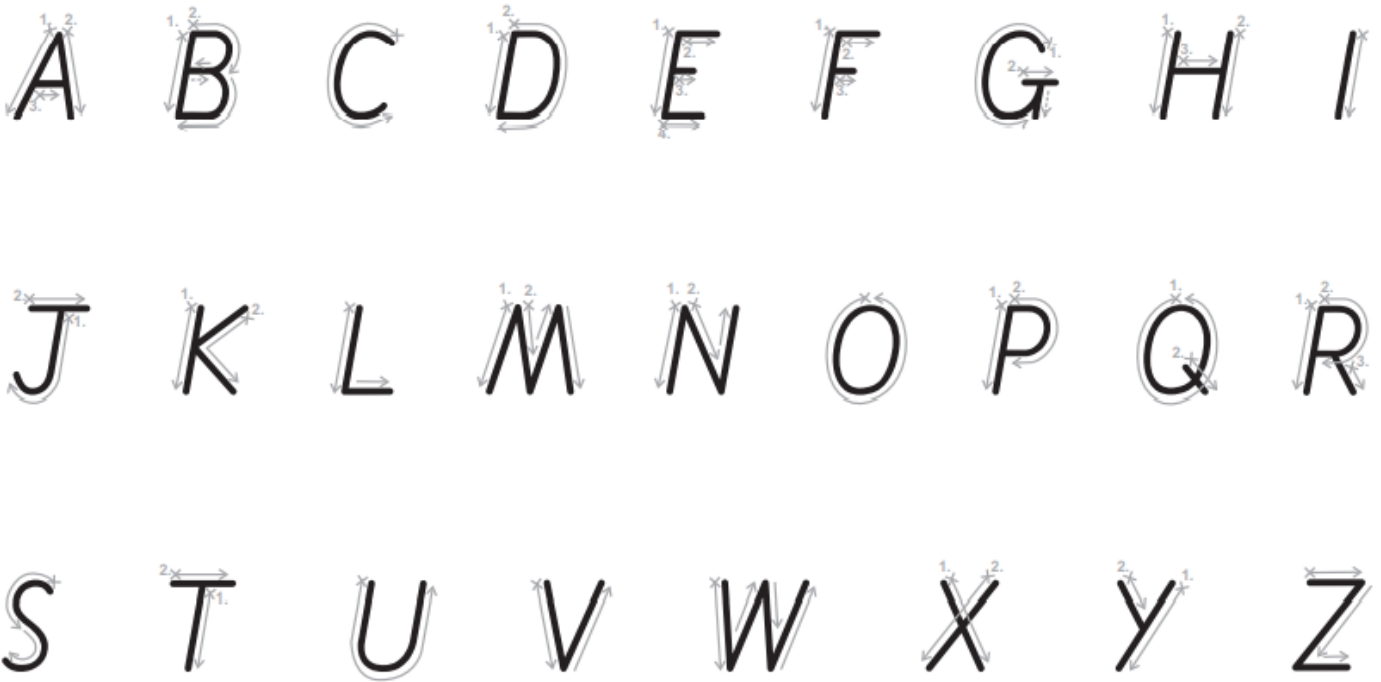
# The Alphabet

Here are examples of how to form the lower-case letters



# The Alphabet

Here are examples of how to form the uppercase letters



## C shape letters

*c a g d o q*

Make each clockwise stroke go up and over in a wide rounded way.

The letter *c* is a halfway letter with a diagonal join to the next letter from the bottom upwards. If the *c* shape is at the beginning of a word start from 1. When joining from another letter, join up over to one o'clock, swing back round, join up and over to one o'clock



The letter *a* is a halfway letter with a diagonal join to the next letter from the bottom upwards.



The letter *g* is a tail letter with a diagonal join to the next letter from the bottom upwards.

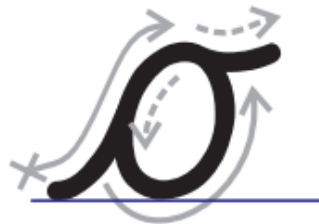


The letter *d* is a tall letter with a diagonal join to the next letter from the bottom upwards



The letter *o* is a halfway letter with either a horizontal, diagonal upwards or downwards join to the next letter.

Start at the cross and swing up and over to one, circle right round and join across.



The letter *q* is a tail letter with a diagonal join to the next letter from the tail upwards (almost always a *u*)

Start at the cross and swing up and over to one, circle right round, right down and join up



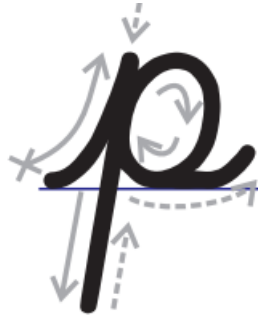


# **n** shape letters

p b n h m

Make each bridge stroke go over in a wide rounded shape

Start at the cross and swing up and over to one, circle right round, right down and join up



The letter b is a tall letter with either a horizontal or upwards or downwards diagonal join to the next letter from halfway across depending on the letter it joins to.

Start at the cross and sweep right up, straight back down and join. Make sure you go right round to 11 o'clock on this letter



The letter n is a halfway letter with a diagonal join to the next letter from the bottom upwards

Start at the cross and swing up and over to one, circle right round, right down and join up



The letter *h* is a tall letter with a diagonal join to the next letter from the bottom upwards



The letter *m* is a halfway letter with a diagonal join to the next letter from the bottom upwards

Start at the cross and sweep up, straight down, bridge over and over, join up.



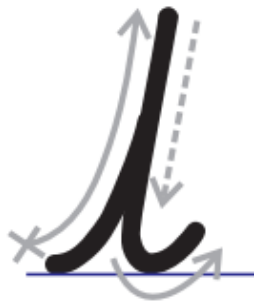
# **L** shape letters

*l i t u v w y*

Imagine you are a conductor directing an orchestra with a baton. Make sure that when you join to another L shape, you come down the same line you went up when you reach the top of the joining stroke.

The letter *l* is a tall letter with a diagonal join to the next letter

Start at the cross and sweep up, straight down and, join.



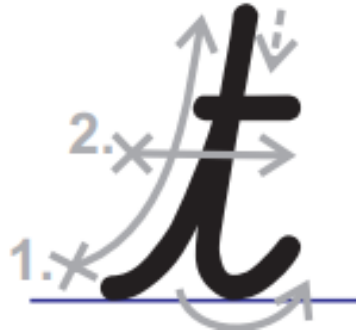
The letter *i* is a halfway letter with a diagonal join to the next letter from the bottom upwards.

Start at the cross and sweep halfway up, straight down and, join.  
Dot your *i*



The letter *t* is a halfway letter with a diagonal join to the next letter from the bottom upwards. Make sure that if you are joining to another L shape letter, you come down the same line you went up when you reach the top of the joining stroke.

Start at the cross and sweep up, straight down and, join. Cross your *t*.



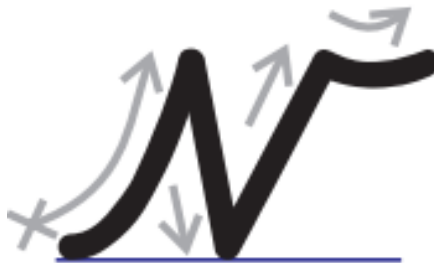
The letter *u* is a small letter with a diagonal join to the next letter from the bottom upwards

Start at the cross and sweep up, straight down, under and up, back down and join.



The letter *v* is a halfway letter with either a horizontal or upwards diagonal join to the next letter

Start at the cross and sweep up, slant up, slant up and join across.



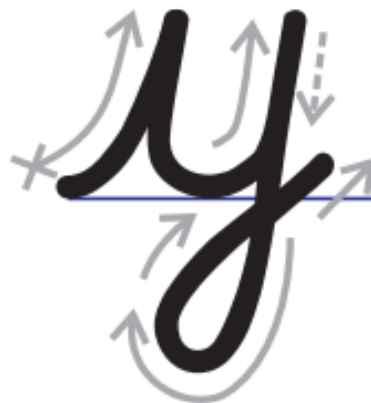
The *w* is a halfway letter with either a horizontal or upwards or downwards diagonal join to the next letter.

Start at the cross and sweep up, slant down, slant up and down and up and join across.



The letter *y* is a tail letter with a diagonal join to the next letter from the bottom upwards. Make sure that when joining to another L shape letter, you come down the same line that you went up when you reach the top of the joining stroke.

Start at the cross and sweep up, straight down and under and up, right down and loop round and join.



## Misfit letters

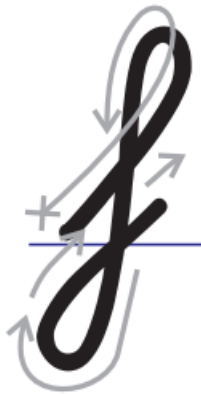
*e f j k r s x z*

The letter *e* is a halfway letter with a diagonal join to the next letter from the bottom upwards



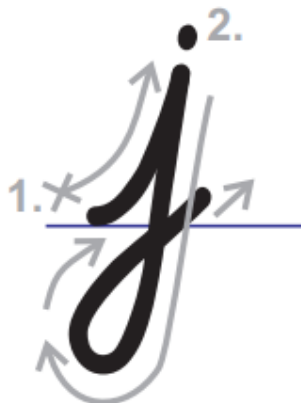
The *f* is both a tall and tail letter with a join to the next letter from the loop across

Start at the cross and sweep diagonally right up, over right down, rough the back, loop round and join up



The letter *j* is a tail letter with a diagonal join to the next letter from the bottom upwards. Don't forget to dot the *j*.

Start at the cross and sweep up, straight down, loop round and join up.



The letter *k* is a tall letter with a diagonal join to the next letter from the bottom upwards

Start at the cross and sweep right up, straight down, half back loop over and round, slant down and join up.



The letter *r* is a halfway letter with a horizontal join to the next letter at the top

Start at the cross and sweep up, straight down, straight back up and over and off (or join) *r* sometimes looks clearer when not joined to some letters



The letter *s* is a 'halfway' letter with a diagonal join to the next letter from the bottom upwards. Like the letter *r*, it's sometimes clearer left unjoined to some letters.

Start at the cross and sweep up and over to the one o'clock, snake back, bulge over, trace back and off or join up



The *x* is a halfway letter that is hard to join. To make it easier to join you can begin at 2 and sweep up from 1, slant down and join.

Start at the cross and sweep up, slant down, off and slant again.



The letter *z* is a halfway letter which is a zigzag shape

Start at the cross and sweep up, straight across, slant down, straight back and join.





## KS1 Programme

Begin each session with some warm-up activities to reinforce the language of letter formation and the expectation of where the letters belong on the lines. Use the correct language of tall, halfway and tail.

1. i l il li

2. j ij li

3. il t it lt

4. r h m

5. b p k

6. r n m

7. b p k r

8. v w

9. vi vi vn vr

10. u y uy

11. c o ou oy

12. a d g q

13. e

14. Reinforcement of c family c a d g o q

15. ov ow on or

16. c ca e eq

17. s is k ks

18. f fi fr

19. x e ex a ax

20. z i iz a az

21. P B R D U

22. L E F M A

23. T I J H K N

24. C G O Q S

25. X V W Y Z

## Lessons on joining

1. al ab ia va

2. ck cy nc oc

3. de dr da nd

4. de dr da nd

5. em ke ej oj

6. fo fa uf of

7. ng dg iq oq

8. ht ha wh th

9. ki mi cl wl

10. ky kn ok rk

11. wm am ny en

12. qu nq us os

13. lt it lit cu up

14. ev nw wo we

15. ny zi ze iz

*After following this intensive programme, move to joining 3 letters then 4 letters and words if you feel the pupils are ready. At any point, take the learning back through the programme if needed.*

## KS2 Programme

Begin each session with some warm-up activities to reinforce the language of letter formation and the expectation of where the letters belong on the lines. Use the correct language of tall, halfway and tail.

1. i l t j

2. h m n

3. b p k r

4. c o a d

5. g q e l

6. v w u y

7. s f x z

8. A B C D E F

9. G H I J K L

10. M N O P Q R S

11. T U V W X Y Z

## Lessons on joining

1. ac aw da oa ib ob

2. ck cy ec vc du dg

3. en ef me te fr fo

4. if af ng og hs hu

5. lh ch ib ip ki vi

6. ej nj ky kl mk ok

7. ll lw cl al mb mp

8. om im mf ms ng nt

9. un vn or od vo ho

10. op rp qu nq oq rl

11. rs vr tr vs fs ns

12. tl ty ut ot ug uz

13. du fu va ve ov iv

14. wq we ow ew ex ix

15. xh xe vy cy oz ez

*After following this intensive programme, move to joining 3 letters then 4 letters and words if you feel the pupils are ready. At any point, take the learning back through the programme if needed.*