



Handwriting at St Peter's CE Primary School

Intent

At St Peter's CE Primary School, we recognise the importance of pupils developing handwriting that is legible, fluent and efficient. Secure handwriting skills enable pupils to communicate effectively, present their ideas confidently and achieve their full potential throughout their time in school and in later life.



Implementation

To ensure a consistent and progressive approach across the *school*, we follow the Nelson Handwriting Scheme from Reception to Year 6. This whole-school programme supports all pupils in developing a confident, legible and personal handwriting style that meets and exceeds national curriculum expectations. The scheme provides structured progression, pattern practice, motor-skills development and engaging activities that bring handwriting to life.

Children receive explicit handwriting teaching three times per week. Handwriting is consistently modelled by teachers starting in Reception, and pupils record outcomes in their handwriting books. In Reception and Year 1, children use activity sheets from the Nelson workbooks, with patterns and pre-writing activities used to support letter formation, early joining and fine-motor development.

High expectations for handwriting and presentation are shared with pupils and referenced in lesson success criteria. A high standard of presentation is expected in all written work across the wider curriculum.

Pen Licence Policy (please see separate policy)

- All pupils are encouraged to work towards earning a Pen Licence.
- Pupils generally begin working towards this from **Year 2 onwards**, depending on individual readiness.
- Pupils may earn a pen licence once they demonstrate consistent neatness, fluency and accuracy in their handwriting across all subjects.
- Teachers assess eligibility based on sustained presentation, correct letter formation and accuracy in joins.
- Pen licences are awarded during class or celebration assemblies (depending on your school approach).
- Pupils with a pen licence use pen for all written work except in maths, where pencil continues to be used.

- If handwriting standards decline, teachers may require pupils to return to pencil until improvements are made consistently.
- **Black Berol Handwriting Pen** (school-issued or approved equivalent).
- No biro, gel pen, rollerball, or coloured pen should be used.
- Pens must be looked after carefully and replaced when necessary



Teaching and Learning

We view handwriting as a developmental process that progresses through distinct stages -from readiness and early mark-making, to secure letter formation, accurate joins, fluency and higher-level presentation skills. A fluent, flexible and legible handwriting style allows pupils to write with accuracy, confidence and creativity.

Pupils are taught to:

- Develop fine-motor control
- Adopt correct posture and paper position
- Hold a pencil or pen using an effective grip
- Write from left to right and top to bottom
- Start and finish letters correctly
- Form letters of consistent size and shape
- Use correct handwriting terminology (e.g. ascenders)
- Leave regular spaces between words
- Form upper- and lower-case letters accurately
- Join letters correctly
- Adapt handwriting for different purposes
- Present work neatly and clearly to aid communication

Posture and Pencil grip

General guidance:

- Children write with a pencil (or pen once they have achieved a pen licence).
- Pencils should be reasonably sharp.
- A tripod grip is promoted as the most effective grip.

Posture and Paper Position

- Sit upright at a table, with both feet on the floor
- Paper tilted slightly for a natural writing angle
- Non-writing hand used to steady the page

Right-handed pupils:

- Hold the pencil lightly between thumb and forefinger, about 3cm from the tip.
- Position the paper to the right, tilted slightly left.
- Use the left hand to steady the paper.

Left-handed pupils:

- Hold lightly between thumb and forefinger, resting on the first knuckle of the middle finger.
- Hold about 3cm from the tip.
- Keep the hand below the writing line.
- Tilt the paper slightly to the right (20–30°).
- Use the right hand to steady the paper.

Across the school, teachers model handwriting consistently. High expectations for presentation are maintained in all subjects. When pupils demonstrate sustained neatness and fluency, they may be awarded a pen licence (except in maths, where pencil use continues).

Teachers follow the Nelson scheme appropriate to their year group. Pupils working below age-related expectations access materials from earlier units as needed.

Assessment, Monitoring and Moderation

In Reception, handwriting forms part of ongoing observational assessment.

In Key Stage 1 and 2, handwriting contributes to pupils' overall writing assessments.

Equal Opportunities

Every pupil has equal access to handwriting learning and support, regardless of gender, race, cultural background, or any physical, sensory or academic need.

Inclusion

Children with EAL

Pupils with English as an additional language are encouraged and supported to make the same strong progress as their peers. Clear modelling of letter formation is essential to their success.

Children with SEND

Some pupils may need additional support with fine motor skills, grip, or letter formation. Teachers should liaise with the English subject leader and SENDCo to provide appropriate interventions, which may include:

- Pencil grips or triangular pencils
- Fine-motor skills interventions
- Small-group handwriting support
- Additional handwriting homework

Writing Areas

Each classroom has a designated writing area where children can practise and consolidate their handwriting and writing skills outside of dedicated English lessons.

Role of the Subject Leader

The subject leader is responsible for coordinating handwriting provision across the school to ensure consistency, progression and high standards. Key responsibilities include:

- Monitoring handwriting in Phonics & English books
- Reviewing application of handwriting in wider curriculum books
- Supporting staff with professional development
- Liaising with the SENDCo to provide appropriate support
- Managing and organising handwriting resources
- Keeping up to date with current approaches to handwriting instruction

Our Expectations

- Children should always take pride in the presentation of their written work.
- Handwriting is taught regularly (at least 3x per week in KS1 and 2x per week in KS2).
- Expectations around handwriting are consistent across the curriculum, not just in English.
- Children in KS2 are expected to use joined writing in all subjects unless otherwise advised (e.g., SEND adaptation)

Home

At St Peter's CE Primary School, we value strong home - school partnerships. Parents and carers will be encouraged to support their child with additional handwriting practice when needed to help them make the best possible progress.

Handwriting knowledge and Skills Progression Grid

	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
New Learning - progression	<p>Use large-muscle movements to wave flags and streamers, paint and make marks.</p> <p>Use one-handed tools and equipment, for example, making snips in paper with scissors.</p> <p>Use a comfortable grip with good control when holding pens and pencils.</p> <p>Show a preference for a dominant hand.</p> <p>Write some letters accurately.</p> <p>Develop small motor skills so that they can use a range of tools competently, safely and confidently.</p> <p>Use their core muscle strength to achieve a good posture when sitting at a table and sitting on the floor</p> <p>Develop the foundations of a handwriting style which is fast, accurate and efficient.</p> <p>Form lower case and capital letters mostly correctly.</p>	<p>Sit correctly at the table, holding their pencil comfortably and correctly</p> <p>Begin to form lower case letters in the correct direction, starting and finishing in the right place.</p> <p>Form capital letters.</p> <p>Form digits 0-9</p> <p>Understand which letters belong to which handwriting 'families' and practise these.</p>	<p>Form lower-case letters of the correct size relative to one another.</p> <p>Start using some of the diagonal & horizontal strokes needed to join letters and understand which letters, when adjacent to one another are best left unjoined.</p> <p>Write capitals of the correct size, orientation and relationship to one another and to lower case letters.</p> <p>Use spacing between words that reflects the size of the letters.</p> <p>Write digits in the correct size and orientation.</p>	<p>Use the diagonal and horizontal strokes needed to join letters and understand which letters, when adjacent to one another, are best left unjoined.</p> <p>Increase the legibility, consistency and quality of handwriting, e.g. by ensuring that the down strokes of letters are parallel and equidistant; that lines of writing are spaced sufficiently so that the ascenders and descenders of the letters do not touch.</p>	<p>Write legibly, fluently and with increasing speed by: Choosing which shape of letter to use when given choices and deciding whether or not to join specific letters. Choosing the writing implement that is best.</p>		

Unit 1: Developing fine motor control; using correct pencil grip.

Unit 2: Developing fine motor control; hand-eye coordination.

Unit 3: Left to right directional flow; producing a controlled line.

Unit 4: Trace, copy and complete patterns; pre-letter formation practice

Unit 5: Individual letter formation; trace and write the letter s.

Unit 6: Individual letter formation; trace and write the letter a.

Unit 7: Individual letter formation; trace and write the letter t.

Unit 8: Individual letter formation; trace and write the letter p.

Unit 9: Trace patterns; practise patterns for forming s, a, t, p

Unit 10: Individual letter formation; trace and write the letter i.

Unit 1: Introducing letter families, set 1. c, o, a, d, g, f, s, q, e

Unit 2: Practising letter families, set 1. co, ad, gs, qe

Unit 3: Introducing letter families, set 2. i, l, t, j, u, y

Unit 4: Practising letter families, set 2. it, tl, uy, jy

Unit 5: Introducing letter families, set 3. b, h, k, m, n, p, r

Unit 1: Practising joining to the top. ai, ay, ey

Unit 2: Practising the join from the letter e. ee, ea, ey

Unit 3: Practising joining from the letter i. ie, ide, igh

Unit 4: Practising the horizontal join. oa, ow, oe

Unit 5: Practising the size and height of letters. oo, ue, ew

Unit 1: Forming descenders accurately. sp, spr, pri, pru

Unit 2: Forming ascenders accurately. al, all, at

Unit 3: Practising the diagonal join to a small letter. ci, cir, cer, cen

Unit 4: Practising the diagonal join to a tall letter. mb, imb, umb, amb

Unit 5: Practising joining to and from the letter l. ale, dle, ele, tle

Unit 1: Practising joining from the letter e. eat, eac, ead

Unit 2: Practising joining to and from the letter s. ask, asp, ast

Unit 3: Practising writing letters at the correct size and height. ried, ries, rief

Unit 4: Practising writing double letters. tt, ll, rr, ee

Unit 5: Practising consistency in spacing. sce, sca, sci

Unit 1: Practising joining to and from the letter r. copy are words

Unit 2: Ensuring letters are consistent in height and size. copy words and adding then ed

Unit 3: Developing fluency. copy ire words

Unit 4: Ensuring the letter t is at the correct height. copy inter words

Unit 5: Forming and joining the letter s. copy words and their plurals

Unit 1: Developing an individual handwriting style. copy country names

Unit 2: Revising slanted writing. copy ve words

Unit 3: Practising keeping letters in correct proportion. add prefixes

Unit 4: Practising writing fluently and legibly. add suffixes

Unit 5: More practice forming and joining descenders. add vowel suffixes

Autumn 2	Unit 11: Individual letter formation; trace and write the letter n.	Unit 6: Practising letter families, set 3. nk, rp, nm, bh	Unit 6: Practising joining from the letter o. oi, ou, oy	Unit 6: Practising joining to the letter y. ly, lly, iky, iny	Unit 6: Practising using a diagonal join. un, unn, inn, imm	Unit 6: Practising break letters. copy words containing break letters	Unit 6: Forming and joining the letter t. copy and complete word sums
	Unit 12: Individual letter formation; trace and write the letter m.	Unit 7: Introducing letter families, set 4. v, w, x, z	Unit 7: Practising capital letters. Whole alphabet	Unit 7: Practising forming the letter s correctly. es, ies, ses, eys	Unit 7: Practising the horizontal join. rep, rem, rea, reo	Unit 7: Practising writing a playscript. copy stage directions	Unit 7: Practising joining to and from the letter o. hon, one, oto, cro, ono
	Unit 13: Individual letter formation; trace and write the letter d.	Unit 8: Practising letter families, set 4. vw, xw, xz, zz	Unit 8: Practising joining to the letter a. ea, ear, ead	Unit 8: Practising joining from the letter i. ie, in, il, ill	Unit 8: More practice joining to the letter y. ly, ily, ity, ify	Unit 8: Practising printing. copy country names and dates	Unit 8: Practising punctuation. " " ! . ?
	Unit 14: Trace, copy and complete patterns; practise patterns for forming i, n, m and d.	Unit 9: Practising capital letters. E, F, H, I, T, L	Unit 9: Practising joining to the letter r. er, ir, ur	Unit 9: Practising spacing between letters. ed, ned, hed, ked	Unit 9: Practising speedwriting. speedily, quickly, swiftly, briskly	Unit 9: Forming ascenders correctly. able, ible, ably, ibly	Unit 9: More practice of slanting writing. aeroplane, aerobatics, aerodrome, microdot, microscope, transaction
	Unit 15: Individual letter formation; trace and write the letter g.	Unit 10: Practising capital letters. A, K, M, N, V, W, X, Y, Z	Unit 10: Practising the horizontal join. ou, out, ouw	Unit 10: Practising writing with a slant.	Unit 10: Practising the size and height of letters. ous, ious, eous	Unit 10: Practising presentation. copy ight words	Unit 10: Practising writing capital letters. whole alphabet
	Unit 16: Individual letter formation; trace and write the letter o.						
	Unit 17: Individual letter formation; trace and write the letter c.						
	Unit 18: Individual letter formation; trace and write the letter k.						
	Unit 19: Practise individual patterns for g, o, c and k; revise individual letter formations.						
	Unit 20: Individual letter formation; trace and write the letter ck.						

Unit 21: Individual letter formation; trace and write the letter e.

Unit 22: Individual letter formation; trace and write the letter u.

Unit 23: Individual letter formation; trace and write the letter r.

Unit 24: Individual letter formation; trace and write the letter h

Unit 25: Individual letter formation; trace and write the letter b.

Unit 26: Individual letter formation; trace and write the letter f.

Unit 27: Individual letter formation; trace and write the letter l.

Unit 28: Double letter formation; trace and write the double consonants ll and ss.

Unit 29: Individual letter formation; trace and write the letter j.

Unit 30: Individual letter formation; trace and write the letter v.

Unit 11: Practising capital letters. B, D, C, G, O, Q, S, P, R, U, J

Unit 12: Practising numbers. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10

Unit 13: Introducing break letters. age, ape, aze

Unit 14: Practising consistent size and height of small letters. un, um, ur

Unit 15: Diagonal join to set 1 letters. ed, eg, ac

Unit 11: Practising small letters; same height and size. or, aw, au

Unit 12: Practising joining to the letter r. ar, air, are

Unit 13: Practising joining to ascenders. al, all, alk

Unit 14: Practising joining from the letter o. ot, on, oe

Unit 15: Practising printing. whole alphabet

Unit 11: Practising forming capital letters. whole alphabet

Unit 12: Practising writing the letter t at the correct height. ti, tio, cti, ati

Unit 13: Practising spacing letters consistently. ew, ev, ex

Unit 14: Practising forming double letters correctly. ii, ll, tt, rr, nn, mm cc, oo, dd, ss, ff, ee

Unit 15: Practising joining to the letter e. he, we, re

Unit 11: Practising spacing within words. constellation, station, relaxation, education

Unit 12: Practising joining to and from the letter w. owf, owb, owm, owd

Unit 13: Practising joining from the letter m. circumnavigate, circumstance, circumvent

Unit 14: Practising joining to the letter a from the letter w. wan, was, wav, wax

Unit 15: Practising using the diagonal joining line. ship, ment, less, ness

Unit 11: More practice with presentation. copy antonyms

Unit 12: Ensuring correct formation of the letter k. ocket, ticket, bucket, acket

Unit 13: Forming the letter y correctly. bully, fully, filly, belly, welly, chilly

Unit 14: Practising speed and fluency. add prefixes to words

Unit 15: Practising punctuation. ;, ', -, !

Unit 11: Practising spacing. frightened, shouted, pleaded, lighthouse

Unit 12: Practising writing instructions. Check!, Wait!, Stop!, Dismount!, Choose!

Unit 13: Practising fluency, speed and legibility. queue, question, queen, quench, quest

Unit 14: Practising the diagonal join. ent, ant, ence, ance

Unit 15: Practising the horizontal join. wri, wra, wro, wre

<p>Unit 31: Individual letter formation; trace and write the letter w.</p> <p>Unit 32: Individual letter formation; trace and write the letter x.</p> <p>Unit 33: Individual letter formation; trace and write the letter y.</p> <p>Unit 34: Individual letter formation; trace and write the letter z</p> <p>Unit 35: Individual letter formation; trace and write the letter q.</p> <p>Unit 36: Individual letter formations of 'anti-clockwise' round letter family.</p> <p>Unit 37: Individual letter formations of 'down and retrace up' letter family.</p> <p>Unit 38: Forming letters correctly to form words; writing labels clearly.</p> <p>Unit 39: Form ascenders accurately; trace and write the digraph ch.</p> <p>Unit 40: Form ascenders accurately; trace and write the digraph th.</p>	<p>Unit 16: Diagonal join to set 1 and 2 letters. id, iu, ig, iy</p> <p>Unit 17: Diagonal join to set 3 letters. ar, an, am, ap</p> <p>Unit 18: Diagonal join to set 4 letters. aw, ew, ex, ux</p> <p>Unit 19: Diagonal join to the top of set 1 letters. if, ef, ief</p> <p>Unit 20: Diagonal join to the top of set 2 letters. il, ai, ail</p>	<p>Unit 16: Practising joining to/from the letter c. ice, ace, cel</p> <p>Unit 17: Practising writing the letter g. age, dge, nge, gen</p> <p>Unit 18: Practising the diagonal join. le, el, al, il</p> <p>Unit 19: Practising the two ways of joining the letter s. sh, as, es</p> <p>Unit 20: Practising joining to the letter y. ky, hy, ly</p>	<p>Unit 16: Practising joining to the letter k. ick, uck, ack</p> <p>Unit 17: Practising the second join. ch, che, cho, cha, chi</p> <p>Unit 18: Practising joining from the letter e. ey, ei, eigh</p> <p>Unit 19: Practising the horizontal join. ous, mous, ious</p> <p>Unit 20: Practising joining from the letter a. ap, ar, an</p>	<p>Unit 16: Practising speedwriting. department, ten o'clock, accident and emergency</p> <p>Unit 17: Practising joining from the letter i. lig, rig, tig, mig</p> <p>Unit 18: Practise the diagonal join to ascenders. al, all, alt, afl</p> <p>Unit 19: Practising joining to and from the letter f. ff, lfs, lfe, ife</p> <p>Unit 20: Practising joining to and from the letter e. rec, red, ved, ves</p>	<p>Unit 16: Ensuring consistency in letter sizes. copy ough words</p> <p>Unit 17: Practising speedwriting. write words in full and short form</p> <p>Unit 18: Forming small letters correctly. copy ea words</p> <p>Unit 19: Practising forming and joining the letter f. fa, fu, fe, fl, ft, ff</p> <p>Unit 20: Practising writing with a slant. ious, eous, cious, tious</p>	<p>Unit 16: Practising forming letters at the correct height and size. copy connectives</p> <p>Unit 17: Leaving the correct space between letters. ic, de, ad, as, ta, at, th, al, af, ef, fl, ff, wh, rl, rt, rd</p> <p>Unit 18: Practising joining to the letter r. cracker, talker, shoulder, calculator, interior</p> <p>Unit 19: Practising horizontal joins. ary, ory, ery</p> <p>Unit 20: Practising printing. whole alphabet</p>
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<p>Unit 41: Place a dot over the letter i; trace and write the digraph ai.</p> <p>Unit 42: Form ascenders and descenders; trace and write the trigraph igh.</p> <p>Unit 43: Form letters the correct size; trace and write the digraph ar.</p> <p>Unit 44: Form letters correctly; trace and write the digraph oa.</p> <p>Unit 45: Form letters correctly; trace and write the digraph oi.</p> <p>Unit 46: Form letters correctly; trace and write the digraph ow.</p> <p>Unit 47: Form letters the correct size; trace and write the trigraph air.</p> <p>Unit 48: Trace and write the capital letters A and Z; trace and write words.</p> <p>Unit 49: Trace and write the capital letters V and W; trace and write words.</p> <p>Unit 50: Trace and write the capital letters B and D; trace and write words.</p>	<p>Unit 21: Diagonal join to the top of set 3 letters. ck, ch, tch</p> <p>Unit 22: To form and join from the letter w. wa, wo, fo, fa</p> <p>Unit 23: Practising the horizontal join. oon, oom</p> <p>Unit 24: Horizontal join to set 3 letters. or, ore, orn</p> <p>Unit 25: Practising the fourth join to set 1 letters. of, ff</p>	<p>Unit 21: Practising joining to the letter g. ting, ring,king</p> <p>Unit 22: Reviewing the four handwriting joins. kn, mb, wr, wh</p> <p>Unit 23: Practising joining from the letter w. war, wan, wap</p> <p>Unit 24: Practising correct height and size of letters. ily, ely, kly</p> <p>Unit 25: Punctuation. I'm, I'll, he's, she's</p>	<p>Unit 21: Practising with punctuation. ! ? - " ' ,</p> <p>Unit 22: Practising diagonal joins to the letter y. ly, ky, ny</p> <p>Unit 23: Practising joining to and from the letter r. ure, sure, ture</p> <p>Unit 24: Practising joining from the letter w. who, wha, whe, whi</p> <p>Unit 25: Practising forming numerals correctly. 1, 2, 3, 4, 5, 6, 7, 8, 9</p>	<p>Unit 21: Practising punctuation. , ' ! ?</p> <p>Unit 22: Practising consistency in forming and joining letters. ear, are, rew, new</p> <p>Unit 23: Practising printing to make captions. whole alphabet</p> <p>Unit 24: Practising joining to and from the letter v. live, tive, sive, five</p> <p>Unit 25: Practising break letters. bl, pl, gl</p>	<p>Unit 21: Practising printing. copy an address</p> <p>Unit 22: Practising speedwriting. copy patterns</p> <p>Unit 23: Practising writing decorated capital letters. whole alphabet</p> <p>Unit 24: Practising writing letters. copy addresses</p> <p>Unit 25: Practising paragraphs. copy a paragraph</p>	<p>Unit 21: Practising paragraphs. copy a paragraph</p> <p>Unit 22: Practising writing double letters. cc, oo, gg, ss, ff, ee, rr, mm, pp, ii, ll, tt</p> <p>Unit 23: Practising spacing within words. by, my, fly, soldier, sufficient, variety, achieve, conscience, science</p> <p>Unit 24: Ensuring letters are the correct proportion. brave, hare, mouse, tortoise, solemn, lake, pancake, diamonds</p> <p>Unit 25: Practising presentation. draw borders</p>
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Summer 2</p>	<p>Unit 51: Trace and write the capital letters C and G; trace and write words.</p> <p>Unit 52: Trace and write the capital letters S and U; trace and write words.</p> <p>Unit 53: Trace and write the capital letters and F; trace and write words</p> <p>Unit 54: Trace and write the capital letters T and L; trace and write words.</p> <p>Unit 55: Pre-Numeral Patterns.</p> <p>Unit 56: Individual numeral formation; trace and write the numerals 0, 1, 2, 3, 4.</p> <p>Unit 57: Individual numeral formation; trace and write the numerals 5, 6, 7, 8, 9.</p> <p>Unit 58: Individual numeral/number word formation; trace the numerals/number words 1,2,3,4,5.</p> <p>Unit 59: Individual numeral/number word formation; trace the numerals/number words 6, 7, 8, 9, 10.</p> <p>Unit 60: Individual word formation; trace and write the numbers and words.</p>	<p>Unit 26: Practising the fourth join to set 2 letters. wl, vl, rl</p> <p>Unit 27: Practising break letters. b, p, z, j, g, q, y</p> <p>Unit 28: Revising the four handwriting joins. ai, al, ow, ol</p>	<p>Unit 26: Practising joining to/from the letter i. cian, sion, tion</p> <p>Unit 27: Practising joining to/from the letter s. less, ness</p> <p>Unit 28: Practising joining from the letter e. er, ier, est, iest</p>	<p>Unit 26: Practising writing silent letters. wra, wri, kni</p> <p>Unit 27: Practising joining from the letter f. fte, fir, fin</p> <p>Unit 28: Practising writing decorated capital letters. whole alphabet</p>	<p>Unit 26: Practising drafting and editing.</p> <p>Unit 27: Practising speedwriting. 1-10 in numbers and words</p> <p>Unit 28: Practise printing to make a poster. days of the week</p>	<p>Unit 26: Practising presentation. copy patterns</p> <p>Unit 27: Revising difficult joins. ve, we, oe, fe, re</p> <p>Unit 28: Looking at different handwriting styles. copy letters</p>	<p>Unit 26: Practising fluency. copy pronouns</p> <p>Unit 27: Practising speedwriting. copy synonyms</p> <p>Unit 28: Practising presentation. copy a poem</p>
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