



EDEN HILL PRIMARY SCHOOL HANDWRITING POLICY

RATIONALE

Despite the rapid growth of “keyboard technology” the ability to write legibly and to cope with the demands of writing at speed remain important and necessary skills. If children are to develop flexible handwriting skills which will allow them to develop efficient, individual styles, a consistent instruction approach is required.

The Australian Curriculum states:

- Students write legibly using unjoined upper case and lower case letters
- Students write using joined letters that are clearly formed and consistent in size
- Students consolidate a personal handwriting style that is legible, fluent and automatic and supports writing for extended periods

HANDWRITING STYLE

After discussion amongst staff and the examination of different fonts it was agreed that Eden Hill would implement the Australian School Font as used by NSW and the ACT.

NSW Foundation style handwriting

Brief background:

The NSW Foundation Style is based on research related to children’s motor skill development. The Foundation Style emphasises in the early years the gross motor movement of left to right direction across the page and then in later years focuses on finer fluent movements. The movements involved in Foundation Style are ergonomically efficient for both wrist and arm movement and suit both right and left-handed students.

All letters in Foundation Style are based on three basic movements: clockwise ellipse, anti-clockwise ellipse and downward diagonal stroke. These simple movements are combined and repeated to form letter shapes. Rather than the ‘bat and ball’ style, these patterns assist students to ‘pick up’ and ‘put down’ the pencil as little as possible. This way students can maintain consistency of size and slope. Curves or ‘wedges’ are also used to assist students to develop a flow. The aim is that by practising these basic movements in both manuscript and cursive writing, students will gradually develop their own fluent and legible style.

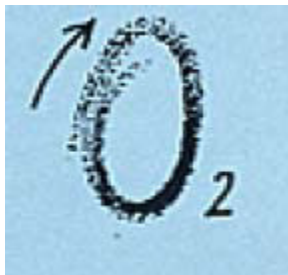
There are several developmental stages of the NSW Foundation Font and individual differences in style are encouraged as students become more proficient writers. By High School, students should have their own fluent and legible style which will serve them well for writing quickly both in lessons and for assessment tasks and examinations.

The three basic movements:

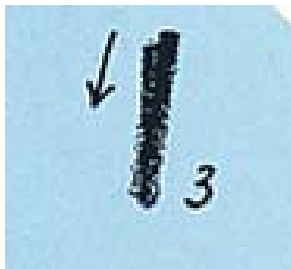
1. clockwise ellipse



2. anti-clockwise ellipse



3. downward diagonal stroke



A copy of the upper and lower case version of the printing and cursive fonts are listed below.

All of the following fonts are available on classroom and computer lab computers, under the fonts tab, when Microsoft Word is used. Information sheets and the fonts are accessible on the "S" drive under AA NSW School Fonts.

Years K-2 will teach the Printing style below and the Cursive writing will commence in Year Three.

Printing Upper Case Dots

A B C D E F G H I J K L M N O P Q R S T
U V W X Y Z

Printing Lower Case Dots

a b c d e f g h i j k l m n o p q r s t u v w x y
z

Printing Upper Case

A B C D E F G H I J K L M N O P Q R S T
U V W X Y Z

Printing Lower Case

a b c d e f g h i j k l m n o p q r s t u v w x y
z

Cursive Upper Case Dots

A B C D E F G H I J K L M N O P Q R S
T U V W X Y Z

Cursive Lower Case Dots

a b c d e f g h i j k l m n o p q r s t u v w
x y z

Cursive Upper Case

A B C D E F G H I J K L M N O P Q R S T
U V W X Y Z

Cursive Lower Case

a b c d e f g h i j k l m n o p q r s t u v w x
y z

Also included are fonts to show correct starting points and outlines for students to follow.

TIMELINE OF HANDWRITING EXPECTATIONS

| FOCUS AREA | K | P | 1 | 2 | 3 | 4 | 5 | 6 |
|---|---|---|---|---|---|---|---|---|
| Correct formation of letters – print | | | | | | | | |
| Correct formation of letters – cursive | | | | | | | | |
| Correct formation of numbers | | | | | | | | |
| Height of letters (use of dotted thirds if appropriate) | | | | | | | | |
| Height of numbers (use of dotted thirds if correct) | | | | | | | | |
| Neatness of presentation | | | | | | | | |
| Pencil grip | | | | | | | | |
| Posture, sitting when writing | | | | | | | | |
| Speed according to year level | | | | | | | | |
| Terminology - cursive, print, upper and lower case | | | | | | | | |
| Introduction of decorative print/calligraphy | | | | | | | | |

IMPLEMENTATION

Staff have agreed to commence the implementation of the Eden Hill Handwriting Policy from the commencement of Semester Two 2013. This implementation will vary according to Year Levels with the emphasis being on the early years of schooling.

Policy commenced July 2013
 Policy review December 2015