

At Churchdown Parton Manor Junior School we teach a cursive style of handwriting with the aim of enabling children to write quickly and legibly with the minimum of discomfort. The purpose of this leaflet is to inform you how this system of writing works so that you are better able to help your children when they are writing at home.

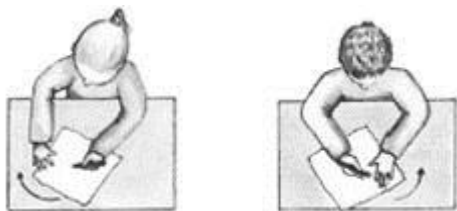
We regularly remind the children about the essentials for good handwriting, which are:

1) Correct posture:

- Sit properly with 'feet flat (on the floor), bottom back (on the chair)'
- Use one hand to hold the pencil and the other to hold the page (not your head!)
- Keep your writing elbow on the table (bad manners!)
- Tuck your chair right in

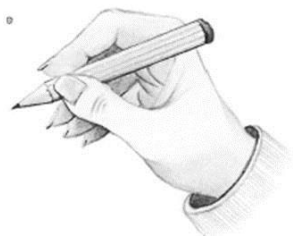
2) Correct paper position:

- The paper should be slightly tilted;
- Left handers should tilt their paper more than right-handers



3) Correct pencil grip:

- Hold a pencil in a pinch between thumb and first finger ('snappy fingers, froggy legs') near the point
- Hold a pen in the same way but 1-2 cms away from the tip
- Rest one end of the pen or pencil on your middle finger
- Balance the other end on the curve between your finger and thumb



The tools of the trade

Triangular pens and pencils are better than round ones for achieving the correct grip. We provide every child with a refillable Stabilo pen, the shape of which encourages the correct hold; they come in both right or left-handed versions and can easily be purchased locally. There is also a pencil version, although we do not use this in school.

Pen licences are awarded for consistent achievement of the following:

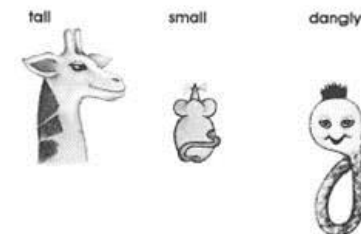
- Correct pencil hold
- All letters correctly joined
- Correct pressure on the page

Children with pen licences are provided with triangular roller ball pens (or something similar to suit their needs) although they may bring their own pens if they prefer, which must be 'approved' by their teachers. We do not allow children to use biros.

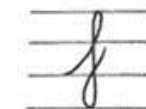
In the event that children lose or damage their Stabilo pen holder, we make a charge for a new replacement. Alternatively, children may opt to be given a second-hand pen holder as a replacement. We do not charge for replacing the triangular roller ball pens.

Letter formation

There are three categories to which letters belong:



They are based on a 4-line system:



The reverse of this leaflet shows how the entire alphabet in capital or lower case letters fits into these categories.

Please speak to your child's teacher if you would like more information or feel your child requires additional help with handwriting.

Small letters

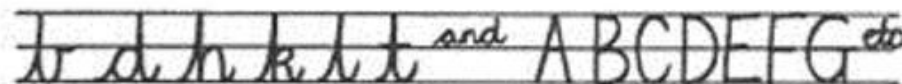
The small letters are one mouse high (two lines).



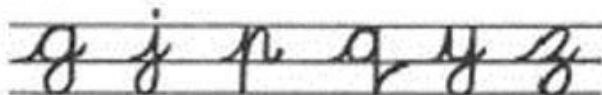
Small



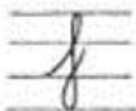
Tall



Dangly



Tall & Dangly



Tall letters

The tall letters are double mouse high (three lines) but as this is fairly uncomfortable for the mice involved it is otherwise known as giraffe high.



Dangly letters

The remaining lower case letters are dangly. They are double mouse low (three lines) but as this is extremely painful for the mice involved, it is known as tadpole size.



With tall letters the crossbars are put at the small letter height.



Handwriting

A Guide for Parents