



# Birches First School

**Believe, Grow, Succeed ...**  
**...to be the best 'me' I can be.**



17<sup>th</sup> January 2022

Dear Parents

During September 2021, as a school we have implemented a new handwriting scheme which has proved hugely enjoyable by all children (and teachers!). Currently, your child is accessing handwriting sessions 3 times a week in short bursts. Our aim is for each child to form correct letter formation as an automatic habit and with your help/support at home we believe that this is achievable.

Therefore, from this term onwards, each fortnight, your child will be given letters/joins for them to practise at home in their Handwriting Books. We appreciate that inevitably some will be neater than others, however each child will acquire a consistent and fluent style in line with our Handwriting Policy.

## **Implementation**

Once the Handwriting books are sent home, we will be requesting that they are return to school on Mondays for this term:

31<sup>st</sup> January

14<sup>th</sup> February

1<sup>st</sup> March (due to inset day)

14<sup>th</sup> March

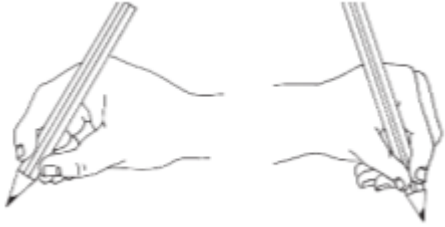
7<sup>th</sup> April

We will also send reminder texts to parents on Wednesdays before books are due to be returned on the above dates.

Following the dates above this allows children a maximum of two weeks to practise the assigned letters/joins. Please complete only 3 lines of each letter/join. Please also write a line of each word. This should take approximately 10-minutes-if it takes **longer**, please stop and finish another day. This will allow for high quality handwriting to take place without it becoming too onerous for your child.

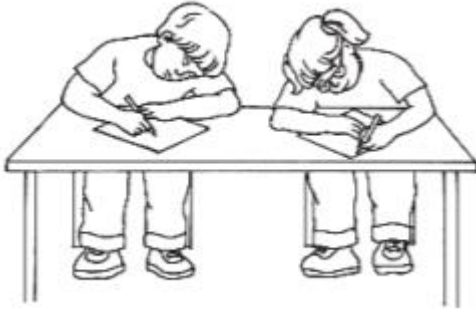
When Handwriting Books are return to school, teachers will check books and address any misconceptions / difficulties that children are facing in specific letter formations and joins and give feedback.

It is important that children hold their pencil correctly and ensure their posture is correct.



#### Pencil grip:

- Pencil held between finger and thumb.
- Middle finger provides extra support.



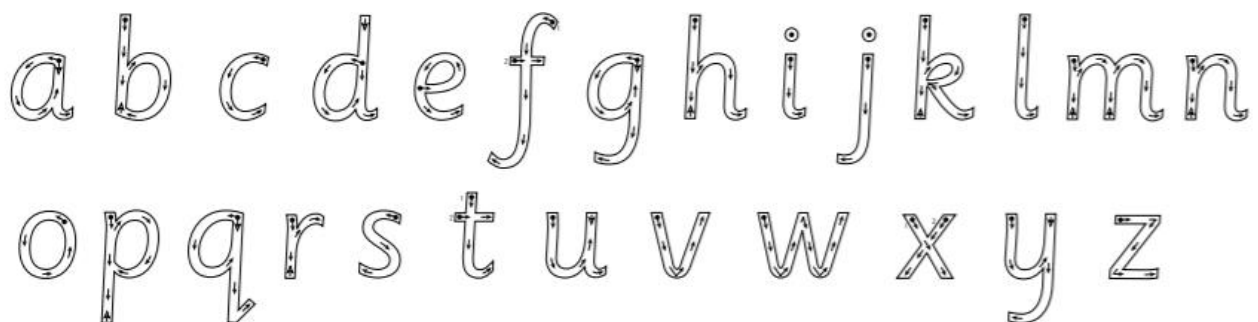
#### Posture:

- Feet flat on the floor.
- Head up, not resting on table or hand.
- Paper at the correct angle.
- Spare hand steadies the paper.

In addition to completing the handwriting in the books provided, you could also help your child by:

- Having a small selection of handwriting materials readily available at home. Soft pencils fibre-tip pens and some sheets of A4 typing paper are enough for a start.
- Encouraging your child to write on a line, even if they have to draw it themselves
- Letting handwriting play a part in your family's daily life, for example:
  - making lists and labels
  - keeping a family diary
  - leaving notes for each other in busy households
  - keeping in touch with distant friends and relatives
  - designing and making home-made notepads and greetings cards.

Correct letter formation for lower-case letters is as follows:



Capital letters are formed as below:



If you have any additional questions regarding how you can support your child further with their handwriting please do get in touch.

Many thanks for your continued support.

Kind regards,

Mrs. Kandola  
English Lead