



**BUTTSBURY
PRIMARY SCHOOL**

AN ACADEMY SCHOOL

Handwriting Policy

Approved by:	Headteacher
Last reviewed on:	Spring 2026
Next review due by:	Spring 2029

Aims of Handwriting

Our aim is for pupils to be able to write fluently, legibly and with increasing speed, in a range of genres and contexts by the end of Key Stage 2.

To be able to achieve this, Buttsbury Primary school teachers will utilise a cursive handwriting approach which has been agreed collaboratively. This will ensure consistency for children from Early Years to Upper Key Stage 2. Examples of the expected letter formations are attached within the appendix.

Curriculum Intent

Our approach is in line with the new National Curriculum 2014.

In Early Years and Year 1, children will:

- Begin to form lower case letters in the correct direction,
- Form capital letters and
- Form digits 0 - 9.

In Year 2, children will:

- Form lower-case letters of the correct size,
- Start to join letters where appropriate to the above requirements and
- Write capital letters and digits of the correct size.

In lower Key Stage 2, children will:

- Know which adjacent letters must be joined and
- Increase the legibility, consistency and quality of their handwriting.

In upper Key Stage 2, children will:

- Write legibly, fluently and with increasing speed.
- Choose the writing implement that is best suited for a task.

Implementation

Handwriting is taught in discrete 10-minute timetabled sessions, daily in KS1 and for 15-minutes, three times a week in Years 3, 4 and 5. In Year 6, handwriting will be picked up as a priority in English books if the writing is not legible, fluent and joined. If not quickly remedied, children will be invited to attend an intervention. All handwriting is modelled for the children. In addition, cursive handwriting should be modelled in a range of curriculum areas and when displaying writing.

In order to achieve this, we follow the Nelson handwriting scheme which introduces the correct letter joins in a progressive manner.

Key requirements include:

- Capital letters not joining to following letter,
- No in-strokes.

- To recognise the break letters that do not join to the following letter (b, g, j, p, q, x and y).
- Ensure descenders do not loop to the next letter.
- The letter 'k' should be looped.

When children join Year 3, they will write in pencil. Throughout Years 3 and 4, children work towards earning their Pen Licence, which can be used for specific tasks as directed by the class teacher. All children should receive their Pen Licence by the end of Year 4.

From Year 5, the expectation is that children will write in pen, except for Maths which is always in pencil. Diagrams, tables and lines should also be drawn in pencil.

Impact

Our handwriting curriculum enables all children to have developed a legible, fluent and joined handwriting style by the end of KS2. The children are given opportunities to demonstrate their handwriting style across the curriculum, embedding their skills; thereby demonstrating a mastery approach.

Monitoring and Review

The English subject leaders will continue to monitor implementation and progress.

Policy Date: Spring 2026

Review Date:

Handwriting

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

abcdefghijklmnopqrstuvwxyz

came cake wonder

yellow rubber press

vow think flock

flow boxes stroll

mail jumbo crowd

The quick brown
fox jumped over
the lazy dog.