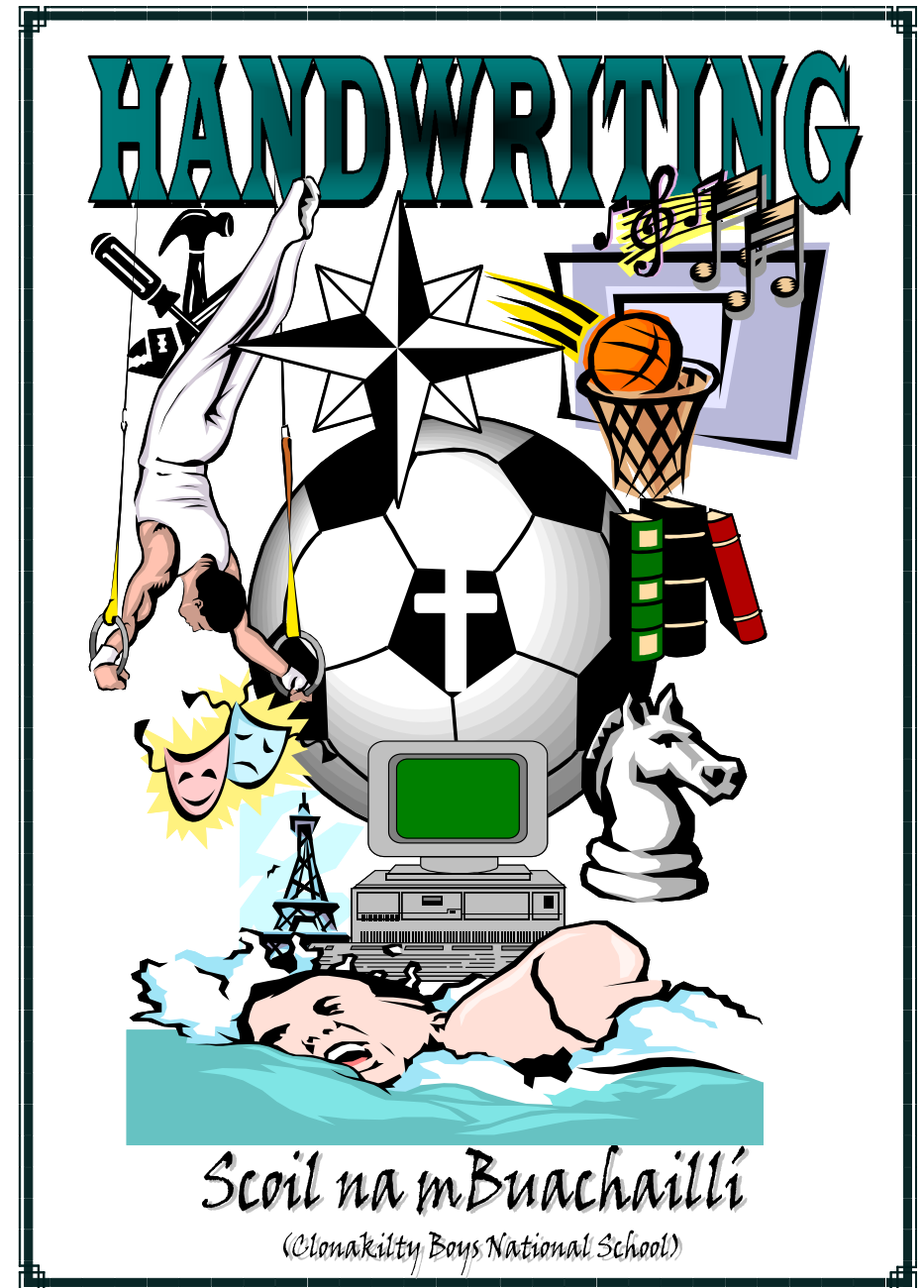


## MONITORING/EVALUATION/REVIEW

- The child's handwriting will be constantly monitored by the class teacher and help given where necessary.
- This policy will be reviewed at intervals to assess its effectiveness.

First drawn up on 08/11/96  
Reviewed 16/01/01  
Reviewed 14/02/2007  
August 2009



*Scoil na mBuachaillí*  
(Clonakilty Boys National School)



## AIMS / PURPOSES

---

- a) To improve the standard of handwriting throughout the school.
- b) To ensure continuity throughout the school.
- c) To instil a pride and a confidence in the presentation of their written work.
- d) To encourage the children to write with fluency.
- e) To help the children develop an individual handwriting style.

## PROCEDURES/GUIDELINES

---

- The **Folens Write Here Handwriting Scheme** has been adopted for all classes as follows:
  - **Naíonáin (Sóis):** Write Here A
  - **Naíonáin (Sín):** Write Here B
  - **Rang 1:** Write Here C
  - **Rang 2:** Write Here D
  - **Rang 3:** Write Here G (Cursive Style)
  - **Rang 4:** Write Here H (Cursive Style)
  - **Rang 5 /Rang 6:** have no textbooks but will use Rang 4 Textbooks for revision.

- **Capital Letters** are the same throughout the school - as per **Write Here** series.
- **Joining of letters** begins in Rang 3.
- The following **copybooks** are to be used:
  - Rang 1: **B2**                      Rang 4:        **B2**
  - Rang 2: **B2**                      Rang 5:        **B4**
  - Rang 3: **B2**                      Rang 6:        **B4**
- **Textbooks** will be used from Junior Infants to Rang 4. Junior Infants, Senior Infants, Rang 1 and Rang 2 all write into the textbook. Rang 3, Rang 4, Rang 5 and Rang 6 use copybooks (see above).
- **Proper letter formation** in the Junior Classes will be stressed and encouraged from the beginning.
- Handwriting in Rang 3 will be done in pencil at the beginning of the year, moving on to biro towards the end of the year or when the children are competent enough.
- **Tippex or Correction Pens** will not be used in the school. If a mistake is made a line will be drawn through the error.
- Handwriting/Penmanship lessons will be **timetabled** by each individual teacher to suit the class'/individual child's needs. Some children need more practice than others.
- Good handwriting will be **affirmed**.
- The school will continue to enter **the I.N.T.O. Handwriting Competition**.
- **Special Needs**
- The Resource/Learning Support Teachers will work with each child at is own level.

## RESOURCES

---

- A copy of the Folens Handwriting Scheme for all teachers.
- A supply of B2 and B4 Copies in the School Shop.
- Blackboards to be lined with red and blue lines.