

Teaching Handwriting Reading And Spelling Skills


H a n d w riting


THE THRASS NSTHUTE
(Australasia \& Canada)

## AN INTEGRATED PHONOGRAPHIC TOOL FOR TEACHING THE BUILDING BLOCKS OF LITERACY

## HANDWRITING

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## HANDWRITING

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## HANDWRITING SECTION

The HANDWRITING SECTION introduces the 26 letter-boxes on the THRASSCHART, the alphabetic sequence and the correct formation of the lower-case and capital letters.

## HANDWRITING IS THE KEY TO LITERACY

Handwriting is the key to literacy. Handwriting must be an automatic skill allowing the writer to process thoughts as they write, without having to worry about or be distracted by letter formation. Automatic fluent letter construction ensures that the process of spelling and writing is not interrupted by the writer having to focus on the drawing of a letter.

- THRASS uses handwriting to introduce and reinforce, in a multisensory way, the letters of the alphabet. The lower-case letters and their capitals are taught together from the very beginning of the process.
- The lower-case alphabet is the primary form, as it is written and read much more frequently than the capital form. In some words we change the first lower-case letter to the capital form to let readers know that the words are 'Important'.
- When teaching the letters, it is important that learners refer to the them by name, so that they are identifiable for the spelling of words.
- Learners should be encouraged to write words. This forces them to segment phonemes - synthetic phonics, and to establish which letter and letter combinations represent which phonemes - analytic phonics.


## USING THE HANDWRITING TRACKS ON THE RAPS AND SEQUENCES CD

The THRASS Raps and Sequences CD contains the Lower-case and Capital Handwriting Sequences. Learners practise naming and writing the lower-case letters on the Lower-case Formation Sheet and the capital letters on the Capital Formation Sheet. The Name and Overwrite Sheet and the Alphabet Overwriting Sheet may also be used for further practice.

## HOW TO USE THE HANDWRITING SECTION

The HANDWRITING SECTION is divided into six areas.

1. The Letter Formation Instruction Sheet
2. Formation Sheets
3. Size Sheets
4. Overwrite Sheets for use with the RAPS AND SEQUENCES CD
5. Letter Find Sheet

## PAPER ANGLE

Encourage learners to angle the sheet slightly, taking into consideration whether they are left or right-handed.

## AUTOMATICITY

Handwriting must be an automatic skill allowing the writer to process thoughts as they write, without having to worry about or be distracted by letter formation. Automatic fluent letter construction ensures that the process of spelling and writing is not interrupted by the writer having to focus on the drawing of a letter.

left-handed right-handed

## WHY DOES THRASS USE THE SASSOON FONT?

THRASS uses the Sassoon Primary Infant font, developed by Dr Rosemary Sassoon. This font was designed following Dr Sassoon's extensive research into the readability of letter shapes. It has been chosen to give learners a clear visual image of letters for reading. Additionally, it provides a neat print script for handwriting. Sassoon also has developed a cursive script - Sassoon Joined Handwriting.

## PENCIL GRIP

Correct pencil grip will ensure legibility, fluency and pain free handwriting. Poor pencil grip will remain with the learner for a lifetime and can cause pain, stress and tiredness in the joints and muscles of the fingers and hands, thereby reducing output.

The following rhyme should be used at the beginning of every handwriting session to assist learners with correct pencil grip. It should also be used informally as the teacher sees fit.

## PENCIL GRIP RHYME

Crocodile, Crocodile, Crocodile snap, Turn it around and lay it on its back. Crawl right up, Come right back, Turn it to the left, Turn it to the right, NOW I'M READY, TO START TO WRITE. © Denyse Ritchie



#### Abstract

1. Start by holding the pencil horizontally, gripping the non-writing end with the index finger and thumb of the non-preferred hand. While saying the words, Crocodile, Crocodile, Crocodile snap, bring the index finger and thumb of the preferred hand together several times in a snapping motion emulating a crocodile's snapping jaws. As you approach the tip of the pencil place the index finger and thumb into position approximately 50 mm above the sharpened area as shown in fig 1 .


fig. 1
2. Flip the pencil over towards you so that it rests on the upper part of the index finger. Bring the middle finger into play by sliding it under the pencil so that it provides support. See fig 2.

4. Using the thumb and fingers,'roll' the pencil to the left, then to the right. Now you're ready to write! The final position should see a tripod grip using the pad of the thumb, the side of the middle finger and the tip of the first finger. See fig 2.

## Introducing The Letters

Letters may be introduced and revised in any order. For example, you could introduce them in alphabetical order; choose letters from the start of names (people, places); or start with those that are formed in a similar way e.g. letters starting from either the ' $a$ ' line or the ' $b$ ' line.

## abcd

## 1. LETTER FORMATION INSTRUCTION SHEET

Except for the lower-case ' $d$ ' and ' $e$ ', the correct starting point for forming all letters is from the top. The dot on each letter indicates where to start each letter and the beginning direction.

- The Letter Formation Instruction Sheet can be used for individual or group teaching.
- The Letter Formation InstructionSheet is a transcript of the Lower-case Handwriting Sequence and the Capital Handwriting Sequence located on the RAPS AND SEQUENCES CD.

- Learners name the letter, then overwrite the grey letter while saying the instructions.
- To assist learners in remembering the instructions for forming the letters, only the words, 'around', 'up', 'down', 'lift', 'cross' and 'dot' have been used.
- Copies of the Letter Formation Instruction Sheet should be sent home to parents so they are then able to use the same instructions as used in school on the correct formation of specific letters.


## 2. THE FORMATION SHEETS

The Formation Sheets introduce learners to the letter-boxes on the THRASSCHART, the correct formation of the letters and the position of each letter in both the lower-case and capital alphabet.

The letter-boxes. These show the lower-case letters and their capitals.


- Listen to the Lower-case and Capital Handwriting Sequences on the RAPS and SEQUENCES CD for instructions as to the formation of specific letters.

- Learners locate the letter-box on the THRASSCHART.
- Learners overwrite the letters using the procedures explained in the handwriting tracks on the RAPS and SEQUENCES CD.
- Learners locate and circle the letter in the alphabet sequence.



## ALPHABET FORMATION SHEETS

- Following on from the individual formation sheets are the Lower-case and Capital Formation Sheets. It is suggested that these are used, while listening to the Handwriting Sequences and also for practising and revising letter formation, letter names and the alphabet.



## I or I ?

Note that when writing the capital of ' $i$ ' in the middle of words we tend to write it as, 'down' (without a 'cross' at the top and bottom) i.e. I not I. As the 'I' is often seen in book titles and signs, the learner could practise this version using words written on the Spelling Sheet in the SPELLING SECTION,

| EXIT |
| ---: |
| $\bullet$ |
| $\bullet$ | if appropriate.

## 3. SIZE SHEETS

The Size Sheets give learners further handwriting practice as by overwriting the grey letters. Letters of different sizes enable learners to practise their pencil fine motor skills. Spaces at the bottom of the page enable learners to write sequences of lower-case and capital pairings. These activities also give practice at writing from left to right.


## 4. THRASS RAPS AND SEQUENCES CD - OVERWRITING SHEETS

 HANDWRITING SEQUENCESThe Lower-case and Capital Handwriting Sequences are part of the Raps and Sequences CD. Learners listen to all or part of each sequence until they can, simultaneously with the instructions, correctly overwrite the lower-case and capital letters on the Name and Overwrite Sheet.


The Alphabet Overwriting Sheet gives learners practice at naming and overwriting the letters of the alphabet. This sheet can also be used for timed writing practice, which checks that skills learnt are maintained under pressure.

## JOINED WRITING

Learners may overwrite the alphabets, graphemes and words on the work sheets, without lifting their pencils from the page - see Alphabet Overwriting page.

## 5. LETTER FIND

The Letter Find sheet gives practice at pairing the lower-case and capital letters.


- For group/whole-class teaching the Letter Formation Sheets can be used on interactive boards.
- Laminate the Handwriting Sheets, or place them in plastic folders. Learners then use a non-permanent marker to overwrite/write the sheets.
- Alternatively, use the THRASS Overwrite Chart. This is a laminated chart that is easy to write on and rub clean.

|  |  |  |
| :---: | :---: | :---: |
| § $\substack{3 \\ 0 \\ 0 \\ 0 \\ 0 \\ 0}$ <br> $\rightarrow$ <br> 受荅 |  |  |
|  | 事出 | $\text { Q } \sum_{0}^{5}$ |
| $\rightarrow \quad \underbrace{\text { G }}_{0}$ <br>  |  |  |
|  | $\sum_{0}^{5}$ | $\sum_{0}^{5}$ |
|  |  |  |
|  |  | $\rightarrow \quad \sum_{0}^{5}$ |
|  | ； <br>  | －部荡 |
|  | $\text { . } \quad \sum_{0}^{2} \frac{0}{3}$ |  |
|  |  |  |
| Around． <br> B 荌 | $\text { . } \quad \text { 我 }$ | $\text { . } \sum_{0}^{\text {¢ }}$ |
|  | B $\stackrel{3}{3}$ B |  |
|  |  |  |

## Eormation Sheat

Circle the lower-case letter a abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter a


Name and write the lower-case letter a

Name and write over the capital letter A


Name and write the capital letter $\mathbf{A}$

Circle the capital letter A

Circle the lower-case letter b
abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter b


Name and write the lower-case letter b
$\qquad$
$\qquad$
$\qquad$
Name and write over the capital letter B


Name and write the capital letter B
$\qquad$
$\qquad$
$\qquad$
Circle the capital letter B
ABCDEFGHIJKLMNOPQRSTUVWXYZ
$\qquad$

## Eormation Sheat

Circle the lower-case letter c abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter c


Name and write the lower-case letter c

Name and write over the capital letter C


Name and write the capital letter C

Circle the capital letter C

## Eormation Shet

Circle the lower-case letter d

## d D

 abcdefghijklmnopqrstuvwxyzName and write over the lower-case letter $\mathbf{d}$


Name and write the lower-case letter $\mathbf{d}$

Name and overwrite the capital letter D


Name and write the capital letter
D

Circle the capital letter D

## 

Circle the lower-case letter $\boldsymbol{e}$ abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter $\mathbf{e}$


Name and write the lower-case letter $\mathbf{e}$

Name and write over the capital letter $\mathbf{E}$


Name and write the capital letter $\mathbf{E}$

Circle the capital letter $\mathbf{E}$

## Eormantion Shet

Circle the lower-case letter $f$

## abcdefghijklmnopqrstuvwxyz

Name and write over the lower-case letter $f$


Name and write the lower-case letter f

Name and write over the capital letter $\mathbf{F}$


Name and write the capital letter $\mathbf{F}$

Circle the capital letter F
ABCDEFGHIJKLMNOPQRSTUVWXYZ

## Eormation Shet

Circle the lower-case letter $\mathbf{g}$ abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter $\mathbf{g}$


Name and write the lower-case letter $\mathbf{g}$

Name and write over the capital letter G


Name and write the capital letter G

Circle the capital letter $\mathbf{G}$
A B C D EFGHIJKLMNOPQRSTUVWXYZ

## Eormation Sheat

Circle the lower-case letter $\boldsymbol{h}$

```
abcdefghijklmnopqrstuvwwyz
```

Name and write over the lower-case letter $\boldsymbol{h}$


Name and write the lower-case letter $\mathbf{h}$

Name and write over the capital letter H


Name and write the capital letter $\mathbf{H}$

Circle the capital letter $\mathbf{H}$

## Eormation Shet

Circle the lower-case letter $\mathbf{i}$
abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter $\mathbf{i}$


Name and write the lower-case letter $\mathbf{i}$

Name and write over the capital letter I


Name and write the capital letter I

Circle the capital letter I

## Eormation Slaet

Circle the lower-case letter $\mathbf{j}$

## abcdefghijklmnopqrstuvwxyz

Name and write over the lower-case letter $\mathbf{j}$


Name and write the lower-case letter $\mathbf{j}$

Name and write over the capital letter J


Name and write the capital letter J

Circle the capital letter J
ABCDEFGHIJKLMNOPQRSTUVWXYZ

## Eormation Sheat

Circle the lower-case letter $\mathbf{k}$ abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter $\mathbf{k}$


Name and write the lower-case letter $\mathbf{k}$

Name and write over the capital letter K


Name and write the capital letter K

Circle the capital letter K

## Eormation Sheat

Circle the lower-case letter l
abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter l


Name and write the lower-case letter I

Name and write over the capital letter $\mathbf{L}$




Name and write the capital letter $\mathbf{L}$

Circle the capital letter $\mathbf{L}$

## Eormation Sheat

Circle the lower-case letter m
$\qquad$ abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter m


Name and write the lower-case letter $\mathbf{m}$

Name and write over the capital letter $\mathbf{M}$


Name and write the capital letter M

Circle the capital letter M

## A B C D EFGHIJKLMNOPQRSTUVWXYZ

## Eormation Sheat

Circle the lower-case letter n

Name and write over the lower-case letter $\mathbf{n}$


Name and write the lower-case letter $\mathbf{n}$

Name and write over the capital letter $\mathbf{N}$


Name and write the capital letter
N

Circle the capital letter $\mathbf{N}$

## Eormation Sheat

Circle the lower-case letter o abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter o


Name and write the lower-case letter o

Name and write over the capital letter 0


Name and write the capital letter $\mathbf{O}$

Circle the capital letter $\mathbf{O}$

## Eormation Sheat

Circle the lower-case letter $\mathbf{p}$

abcdefghijklmnopqrstuvwxyz

Name and write over the lower-case letter $\mathbf{p}$


Name and write the lower-case letter p

Name and write over the capital letter $\mathbf{P}$


Name and write the capital letter $\mathbf{P}$

Circle the capital letter $\mathbf{P}$
ABCDEFGHIJKLMNOPQRSTUVWXYZ

## 

Circle the lower-case letter $\mathbf{q}$ abcdefghijklmnopqrstuvwxyz Name and write over the lower-case letter $\mathbf{q}$


Name and write the lower-case letter $\mathbf{q}$

Name and write over the capital letter $\mathbf{Q}$


Name and write the capital letter $\mathbf{Q}$

Circle the capital letter $\mathbf{Q}$
A B C D EFGHIJKLMNOPQRSTUVWXYZ

## Eormanton Sheat

Circle the lower-case letter r

```
abcdefghijklmnopqrstuvwxyz
```

Name and write over the lower-case letter $\mathbf{r}$


Name and write the lower-case letter $\mathbf{r}$

Name and write over the capital letter $\mathbf{R}$


Name and write the capital letter R

Circle the capital letter $\mathbf{R}$

## 

Circle the lower-case letter s abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter s


Name and write the lower-case letter s

Name and write over the capital letter $\mathbf{S}$


Name and write the capital letter $\mathbf{S}$

Circle the capital letter S

## Eormation Shet

Circle the lower-case letter $\mathbf{t}$

abcdefghijklmnopqrstuvwxyz

Name and write over the lower-case letter $\mathbf{t}$


Name and write the lower-case letter $\mathbf{t}$

Name and write over the capital letter $\mathbf{T}$


Name and write the capital letter $\mathbf{T}$

Circle the capital letter $\mathbf{T}$

#  

Circle the lower-case letter u
$\qquad$

abcdefghijklmnopqrstuvwxyz

Name and write over the lower-case letter u


Name and write the lower-case letter u

Name and write over the capital letter U


Name and write the capital letter U

Circle the capital letter U

## Eormanton Slatet

Circle the lower-case letter v

Name and write over the lower-case letter $\mathbf{v}$


Name and write the lower-case letter $\mathbf{v}$

Name and write over the capital letter $\mathbf{V}$


Name and write the capital letter

Circle the capital letter $\mathbf{V}$

## EOMmation Slatet

## W

 WCircle the lower-case letter w abcdefghijklmnopqrstuvwxyz Name and write over the lower-case letter w


Name and write the lower-case letter w

Name and write over the capital letter W


Name and write the capital letter W

Circle the capital letter W

## Eormation Sheat

Circle the lower-case letter $\mathbf{x}$ $\qquad$ abcdefghijklmnopqrstuvwxyz
Name and write over the lower-case letter $\mathbf{x}$


Name and write the lower-case letter $\mathbf{x}$

Name and write over the capital letter $\mathbf{X}$


Name and write the capital letter $\mathbf{X}$

Circle the capital letter $\mathbf{X}$

## Eormation Shet

Circle the lower-case letter $y$

abcdefghijklmnopqrstuvwxyz

Name and write over the lower-case letter y


Name and write the lower-case letter $y$

Name and overwrite the capital letter $\mathbf{Y}$


Name and write over the capital letter $\mathbf{Y}$

Circle the capital letter $\mathbf{Y}$
A B C D EF G H I J K L M N O P Q R S T U V W X Y Z

# Eormation Sheat 

## z Z

Circle the lower-case letter z

abcdefghijklmnopqrstuvwxyz

Name and write over the lower-case letter z


Name and write the lower-case letter $\mathbf{z}$

Name and write over the capital letter $\mathbf{Z}$


Name and write the capital letter $\mathbf{Z}$

Circle the capital letter $\mathbf{Z}$


$a A \quad a A$
a $A$ a $A$ a $A$
a A a A a A a A
$\qquad$
a A $\square$
$\square$
sirghey
$b B \quad b B$
$b B \quad b B \quad b B$
$b B b B \quad b B b B$
$b B b B b B b B b B$
$b B$
$\square$

Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.



$$
e E e E
$$

eE eE eE eE eE eE eE eE CE OE CE CE eE $\square$
$\square$

Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.


Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.





Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.






Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.





Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.



kK kK
kKkKkK
kKkKkKkK
$k K \quad k K \quad k K \quad k K \quad k K$
kK $\square$
$\square$

Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.






mMmM
mMmMmM
mMmMmMm
mMM
$\square \mathrm{mM}$
$\square$

Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.




$n \mathrm{~N}$
$n \mathrm{~N}$
$n \mathrm{~N}$
n




Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.


Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.


| Size She et mon |
| :--- |
| $r R \quad r R$ |
| $r R \quad r R \quad r R$ |
| $r R r R \quad r R \quad r R$ |
| $r R r R$ |
| $r R \quad \square$ |
| $r R$ |

$$
\begin{array}{ccc}
S S & S & S \\
s & S & s \\
\hline & s & S \\
s S & s & S \\
s & S & s
\end{array}
$$

$\square$

Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.






Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.


## $\square$ <br>  $\circlearrowright$ <br> 




$\vee \vee \vee \vee$
$\vee \vee \vee \vee \vee \vee$
$v \vee v \vee v \vee v \vee$

$\vee \vee$ $\square$
$\square$

Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.


## W



## V



## (as)

## wW wW wW wW wW


Sizase
$\times X \times X$
$\times X \times X \times X$
$\times X \times X \times X \times X$
$x \times x \times x \times x$
$\square$
$\square$

$$
\begin{aligned}
& y Y y Y \\
& y Y y Y y Y \\
& y Y \text { y } Y Y y Y
\end{aligned}
$$

$\square$
$\square$
$\square$

Angle your work sheet.
Place your non-writing hand on it. Name and write over the letters.

$\square$
Z zZ zZ zZ z Z

$$
z \quad z \quad z \quad z \quad \text { z } \quad z \quad \text { Z } \quad \text { Z }
$$





Fill in the box with either the missing lower-case letter or capital letter.

| a |  | n |  |  | A |  | N |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| b |  | 0 |  |  | B |  | 0 |
|  | C |  | P | C |  | P |  |
|  | D |  | Q | d |  | $q$ |  |
| e |  | $r$ |  |  | E |  | R |
|  | F |  | S | $f$ |  | S |  |
| 9 |  | t |  |  | G |  | T |
|  | H | u |  | h |  |  | U |
| i |  |  | V |  | I | V |  |
|  | J |  | W | J |  | W |  |
| k |  | X |  |  | K |  | $X$ |
| $l$ |  | y |  |  | L |  | $Y$ |
|  | M |  | Z | m |  | Z |  |

## DICTIONARY SPLIT

## DICTIONARY SPLIT 1

Find a dictionary that, when held in both hands, is relatively easy to open and close.


Split the dictionary open until you can consistently find, at the first attempt, words beginning with ' $m$ '. If you do not split at an ' $m^{\prime}$, look at the lower-case alphabet on the THRASSCHART to determine in which direction your next split should go. Do the same for ' $d$ ', 's', ' $a$ ' and ' $z$ '.

Look at the lower-case alphabet and choose a letter. See if you can split the dictionary open to within one letter either side of your choice. For example, if you chose ' $n$ ', both ' $m$ ' and ' $\mathrm{o}^{\prime}$ would be acceptable splits. Choose other letters and do the same.


Play Dictionary Split with another person. Take turns to choose a letter for each other. If you wish to have a game with points, score one point if a split is within one letter either side of the selection (as indicated by the first letter of the bold words at the top of the page).

The person with the highest number of points after an agreed time or the first person to reach an agreed number is the winner.

With practice, the learner will not need to refer to the lower-case alphabet to determine where to split the dictionary or to judge whether a split has been successful.

## DICTIONARY SPLIT 2

Isolate words that begin with a particular letter, say, 's'. Split the section open until you can consistently find, at the attempt, words that begin with ' $s$ ' ' $a$ ', ' $s$ ' ' $m$ ', and so on. Play Dictionary Split 2 using the same game rules as before.


