MY WRITING NOTEBOOK

Mastering handwriting

4/5 YEARS OLD

• From dots to the line
• Lines and decoration
• From the line to the letter

To do at home
Dear parents,

Learning to write is an important period in the life of your child. It starts in the second year of nursery school, and goes on to year 2 of primary school.

In nursery school these days, the child learns to draw straight lines, curves, circles and dots with a finger... taking the first steps towards learning to write.

This also applies to adopting the correct posture: the best way to sit on a chair, facing the table, to hold the body at the right angle, with arms and legs placed properly.
The teacher will also show the children how to develop motor movements in arm, fist and hand, so they can make smaller and more accurate shapes.

The writing tool will also be important in this learning process; at the moment, your child is writing with a lead pencil, then little by little, starts to use a ballpoint pen, exploring all the extra possibilities that offers.

Learning to write is a key stage for the child; writing well is important for psycho-motor development, and you know how good handwriting will open the way to educational achievement. With good writing ability, the child will feel more comfortable when learning to read. They will find it easier to understand and remember texts.

We have given careful thought to helping your child develop the desire to write, and to your need to follow their progress, with this workbook to use at home. These are activities to do together as a family; they help to encourage your child’s efforts, and show how proud you are of their achievements.
Posture, holding the pencil: recommendations from experts

GOOD BODY POSITION

Good posture for writing well cannot be acquired in a few days. Throughout their time in nursery, children first have to learn to understand what is known as «body image». They practice identifying the various parts of the body, in order to control movement and spatial awareness, up, down, left to right, etc., learning to move the arm separate from the body, aligning objects, tracing lines and curves with a finger, understanding what is meant by horizontal and vertical.

Then the child has to adopt the correct body position for writing, helped at home by you, if possible: in a well-lit place, he or she sits on a chair of the right size, with feet flat on the ground, knees below thigh level, back straight, leaning slightly forward. The elbows and forearms are free to move easily. The non-writing arm may be used for support, as long as the back remains straight. All the muscles in the hand are at rest, with the forearm extended naturally, without flexing or rotating.

HOLDING THE WRITING INSTRUMENT

The pencil or pen is held between thumb and index finger, resting on the middle finger. This is the tripod grip. The hand and forearm are supported on the outside edge and slide over the surface of the table. The instrument is held near the tip, but far enough away to allow the child to see the writing on the page properly. Finger should remain flexible and nimble, but some muscle tone is needed to form the outlines that will later create letters, words and sentences. The other hand (left for right-handers) will hold the page steady and keep the body balanced.

*Philippe Kotaka - psycho-motor expert
David Boisdevessys - ergonomics designer with BIC
From points to the line

The main shapes of the Latin alphabet are the line, the circle (o), the loop (e), the cup (u) and the bridge (n). In the second and third year of nursery, most exercises involve learning how to make these shapes by copying the models shown at the beginning of the line. To start with, we are going to work with simple shapes - continuous and broken lines - which we show here with dotted lines, to follow with the pencil, trying to keep to the line.
Here is a set of «waves», that will help your child trace even lines, moving in one horizontal direction, using a coloured pencil or medium felt-tip to follow the dotted lines. For all the exercises in this section, make sure the child always starts from the left-hand point on the line.
These outlines will prepare for forming letters in future. They are mainly loops and cup shapes.
The bridge shape is of course found mainly in the m and n. Our drawing shows... a bridge, naturally. The river under the bridge is blue, the sun is shining above and the hills are green. Out with the coloured pencils!
The bridge, right way up or upside down is the basic shape for i, u, m, n and v in particular. By carefully following the lines, the roof of the house is decorated.
The loop is the basic shape for many letters, including e, l, b, f, k, etc. This is an exercise to master this shape, with a drawing to decorate, where the loops symbolise the waves on the hull of the boat. The narrow loops give the child practice in forming smaller shapes.
Oh, here’s an a, in the shape of this fine apple that makes you want to crunch it!
From line to letter

The shapes become more accurate and complex. This helps prepare us for the s and the j…
The e is the most common letter in the English language. It is the final letter in many words. We illustrate it with an elephant, which has two e's.
As before, the grey lines form the shape to overwrite using a felt-tip or pencil, for initial practice in forming words. This is a difficult exercise for a 4-year old child, but it is good for a 5-year old, who is beginning the last year of nursery school, and is starting to become familiar with letters.