

Core learning in literacy by strand

Read and write for a range of purposes on paper and on screen

12. Presentation

Most children learn to:

- » develop a clear and fluent joined handwriting style
- » use keyboard skills and ICT tools confidently to compose and present work

Foundation Stage	Year 1	Year 2	Year 3
Use a pencil and hold it effectively to form recognisable letters, most of which are correctly formed	Write most letters, correctly formed and orientated, using a comfortable and efficient pencil grip Write with spaces between words accurately Use the space bar and keyboard to type their name and simple texts	Write legibly, using upper and lower case letters appropriately within words, and observing correct spacing within and between words Form and use the four basic handwriting joins Wordprocess short narrative and non-narrative texts	Write with consistency in the size and proportion of letters and spacing within and between words, using the correct formation of handwriting joins Develop accuracy and speed when using keyboard skills to type, edit and re-draft

Foundation Stage objectives in bold refer to the Early Learning Goals.

Most children learn to:

Year 4

Write consistently with neat, legible and joined handwriting

Use wordprocessing packages to present written work and continue to increase speed and accuracy in typing

Year 5

Adapt handwriting for specific purposes, for example printing, use of italic

Use a range of ICT programs to present texts, making informed choices about which electronic tools to use for different purposes

Year 6

Use different styles of handwriting for different purposes with a range of media, developing a consistent and personal legible style

Select from a wide range of ICT programs to present text effectively and communicate information and ideas

Year 6 progression into Year 7

Review the legibility and neatness of their handwriting

Set personal targets to improve presentation, using a range of presentational devices, on paper and on screen

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