

## Spotlight on Transcription

### What is Transcription?

Transcription is the part of writing that focuses on handwriting and spelling. These skills allow children to record their ideas clearly and accurately. When transcription becomes more automatic, children can concentrate on what they want to say rather than how to write it.

### Why is Transcription Important?

The national Writing Framework explains that children need to be fluent in handwriting and spelling so that writing does not feel difficult or tiring. When these skills are secure, children can focus on ideas, vocabulary and creativity.

### How We Teach Transcription at Barkisland

#### Early Years Foundation Stage (EYFS)

In EYFS, transcription begins with developing fine motor control, learning correct pencil grip and exploring letter shapes. Children use pencils and learn letter formation through Monster Phonics, following our school handwriting progression.

#### Year 1 and Year 2

Children continue to use pencils and are taught phonics and spelling through Monster Phonics. Regular handwriting practice helps build confidence and fluency.

#### Year 3 to Year 6

In Key Stage 2, we use Penpals for Handwriting to develop joined writing, speed and presentation. Children may choose to write in pen or pencil. Pens must be black ink or biro, from school or home.

#### Spelling and Handwriting Support

Monster Phonics supports spelling and handwriting in EYFS and KS1. Across school, children take part in bLAST sessions each morning to practise spelling and handwriting.

#### Transcription in Writing Lessons

Dictation is used regularly, where children write sentences read aloud by the teacher. This helps apply spelling patterns, practise letter formation and build confidence.

### How You Can Support at Home

Encourage careful handwriting, praise effort and provide opportunities for real-life writing.