

Subject: Handwriting Recovery Program – Quick Overview for Staff

Kia ora team,

We're introducing the Handwriting Recovery Program this year for students whose handwriting is clearly holding back their learning.

The good news: everything is provided – student workbooks, a one-page teacher guide, parent letter, and certificates. Your involvement is deliberately light and simple.

What you'll do

- Identify students once using a short handwriting activity in Homeform.
- Implement the program by following a prepared plan.
- Host brief workbook time in Homeform: students work independently; you just prompt, encourage, and occasionally remind about grip/posture.
- Celebrate completion with certificates (and possibly an assembly mention).

This fits into existing Homeform time – it doesn't touch core subject lessons and does not require you to design activities, mark work, or chase resources.

Why it matters

Handwriting is still a key access skill for learning and assessment. This program gives struggling students a clear, structured way to improve, with minimal extra load on staff.

If you have questions or want a quick walkthrough, please contact:

[Program Lead Name]

[Role]

[Email / Extension]

Ngā mihi nui for supporting our students' success with such a small, focused change.