

Homework without the hassle

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Letter Formation - Foundation

Table of Contents	
Presentation: Letter Formation	
Display: Ready to Write	
Display: Helpful Pencil Grip — Right and Left	
Display: Sky, Grass and Ground Letter Lines	
Activity: Letter Family Sort	
Activity: My Letter Crown	
Activity: Build-a-Letter Mats	
Game: Uppercase or Lowercase Coin Toss	
Game: Spin and Match Letters	
Worksheet: Ready Strokes	
Worksheet: Uppercase Letter Families	
Worksheet: Lowercase Letter Families	
Worksheet: Letter Partners	
Worksheet: Hear It, Write It	
Worksheet: My Name Practice	
Worksheet: Favourite Words Practice	
Quiz: Letter Formation	
Assessment: Letter Formation Check	
Rubric: Letter Formation - Foundation Rubric	



READY TO WRITE



**Ready body. Ready hands.
Ready to write!**

HELPFUL PENCIL GRIP

RIGHT HAND



Pinch gently



Rest on
middle finger



Keep your
wrist relaxed

LEFT HAND



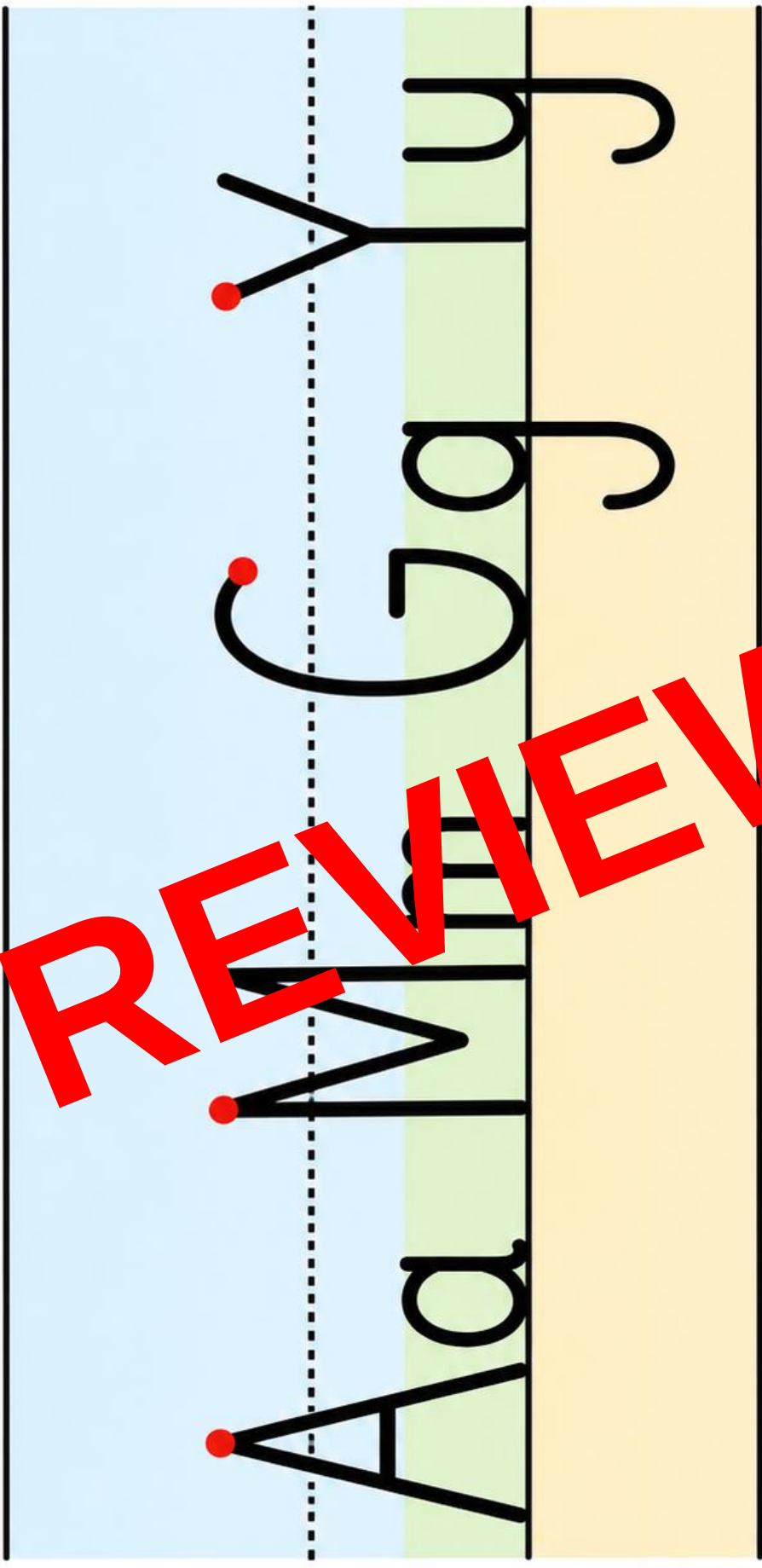
PREVIEW

SKY, GRASS AND GROUND

SKY

GRASS

GROUND



Start at the dot. Follow the path. Check the lines.



LETTER FAMILY SORT



Place each card where it belongs.

STRAIGHT

SLANT

CURVE

MIXED

PREVIEW



LETTER FAMILY CARDS A-M

Cut out the cards. Sort them by their main movement.

Aa

Bb

Cc

Dd

Ee

Ff

Gg

Hh

Ii

Jj

Kk

Ll

Mm

PREVIEW

LETTER FAMILY CARDS N-Z

Cut out the cards. Sort them by their main movement.

Nn

Oo

Pp

Qq

Rr

Ss

Tt

Uu

Vv

Ww

Xx

Yy

Zz

PREVIEW

UPPERCASE LETTER CROWN

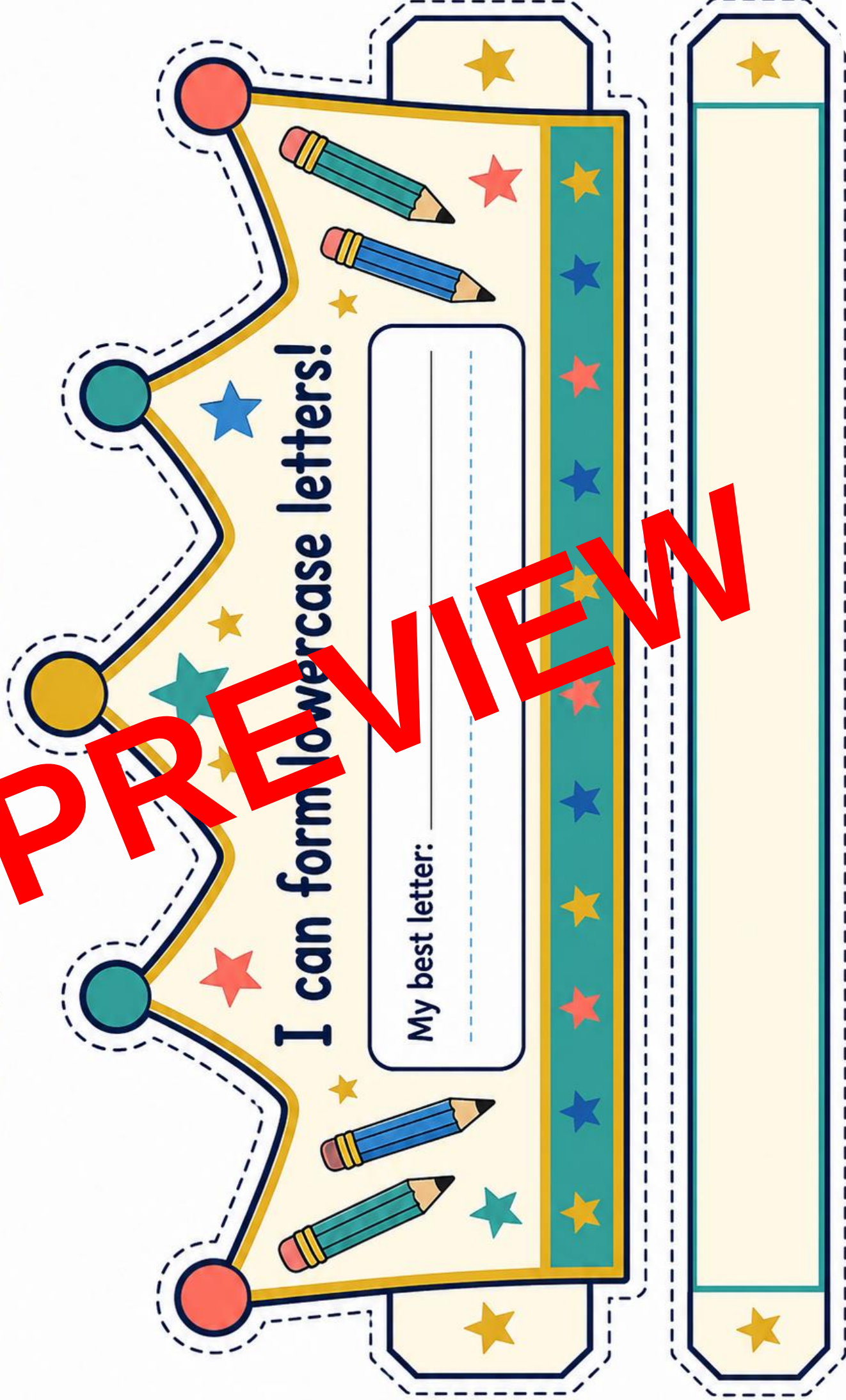
Write your best uppercase letter. Cut out the crown and band.

PREVIEW



LOWERCASE LETTER CROWN

Write your best lowercase letter. Cut out the crown and band.



BUILD-A-LETTER MAT A-G

Build each letter with dough or loose parts. Start at the dot.

Aa

Bb

Cc

Dd

Ee

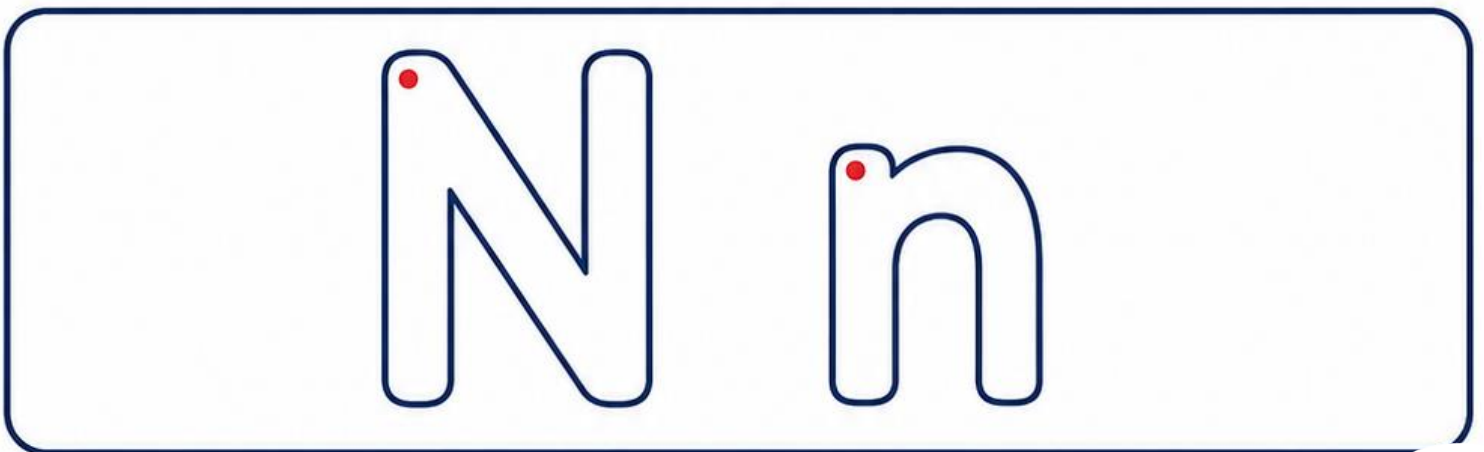
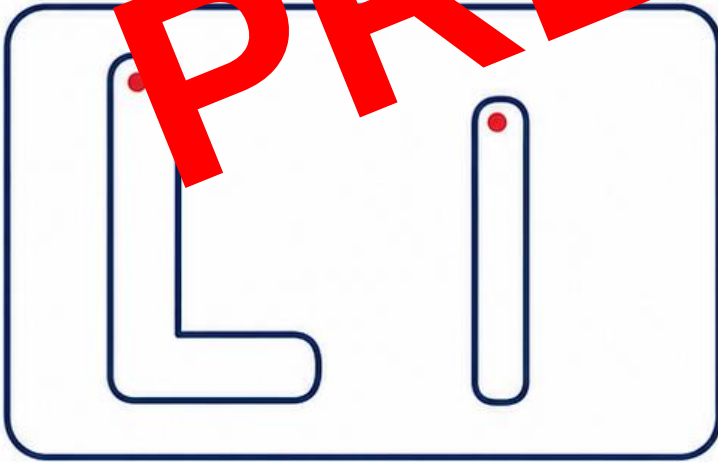
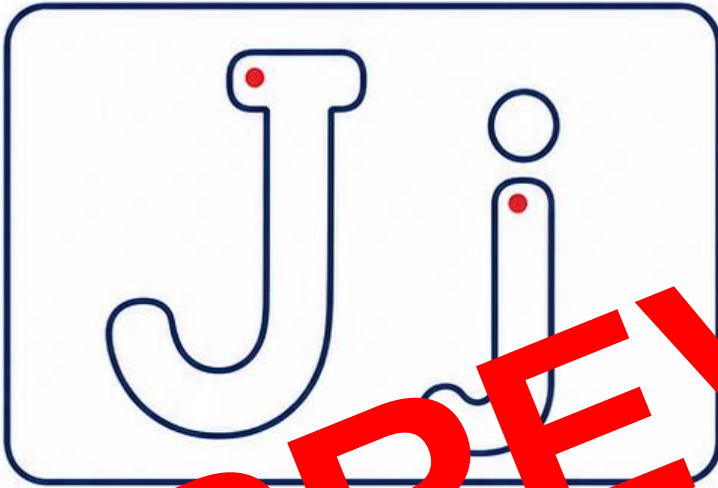
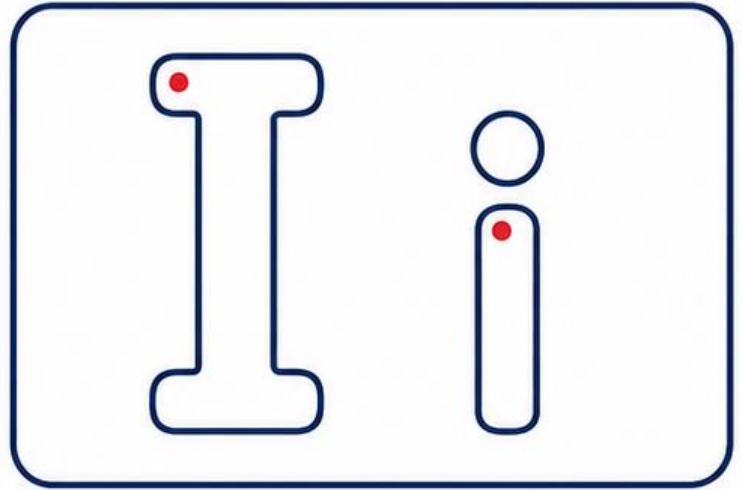
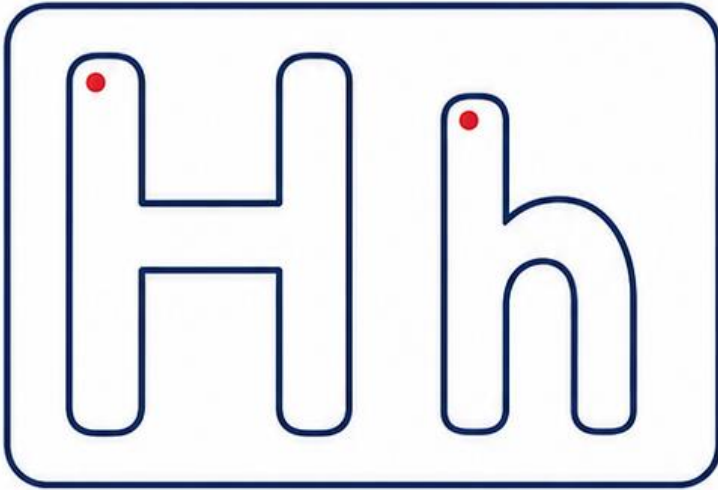
Ff

Gg

PREVIEW

BUILD-A-LETTER MAT H-N

Build each letter with dough or loose parts. Start at the dot.

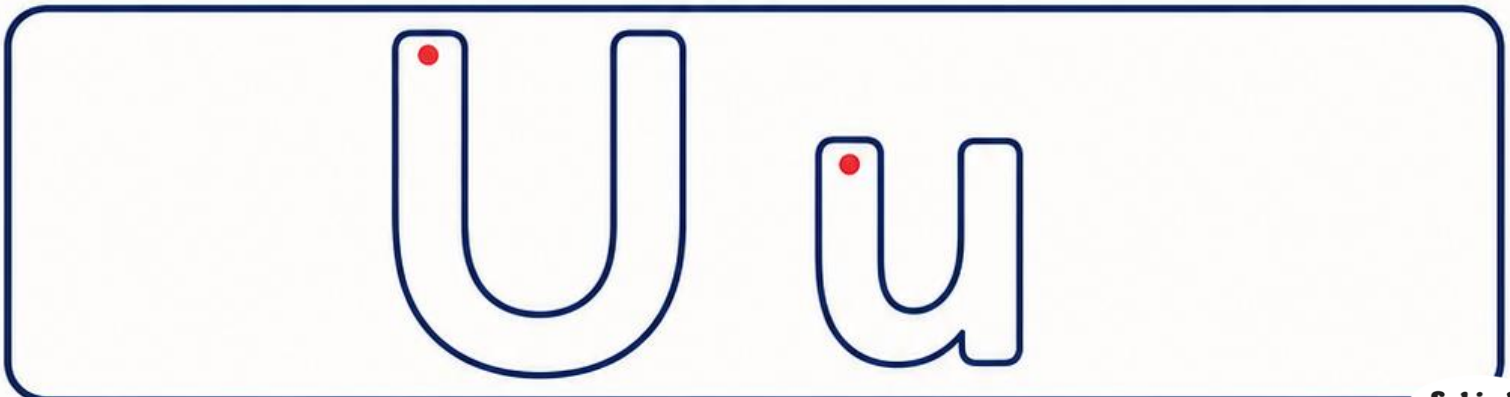
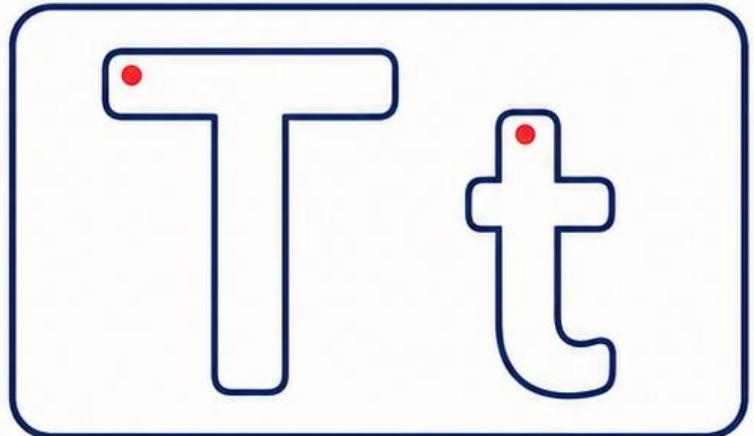
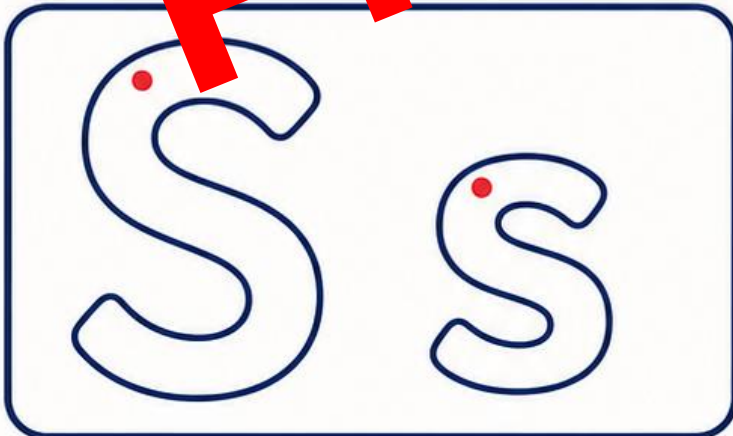
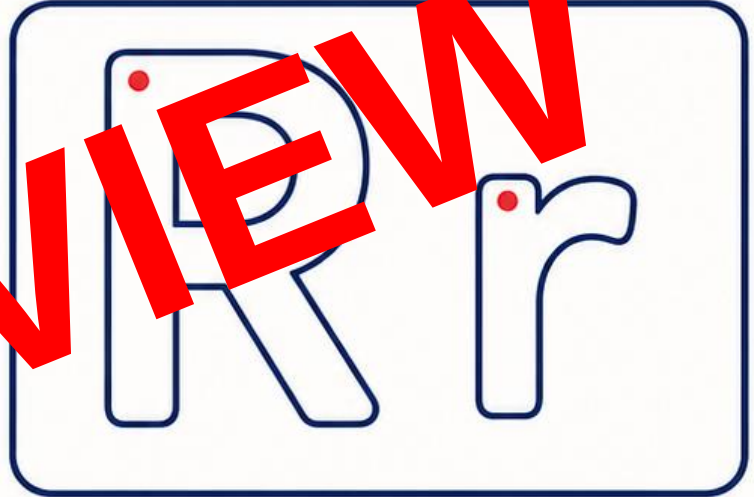
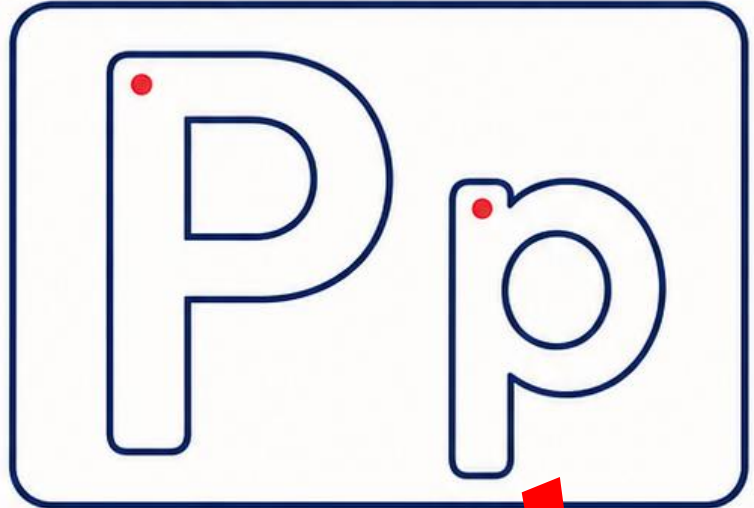
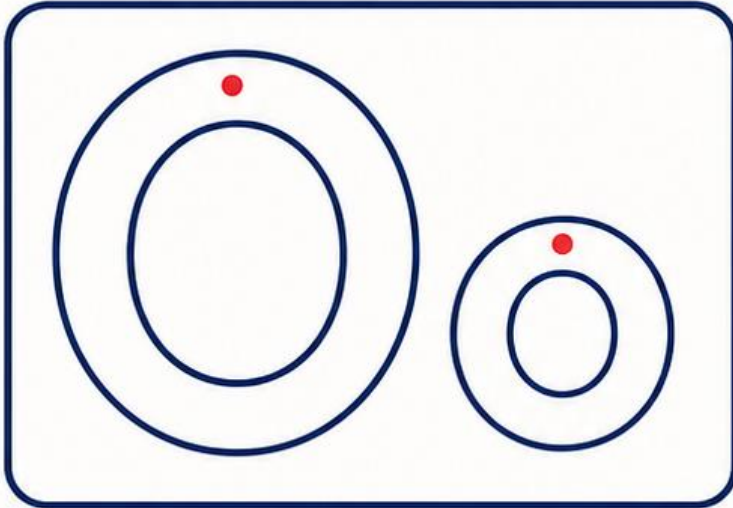


PREVIEW

BUILD-A-LETTER MAT O-U

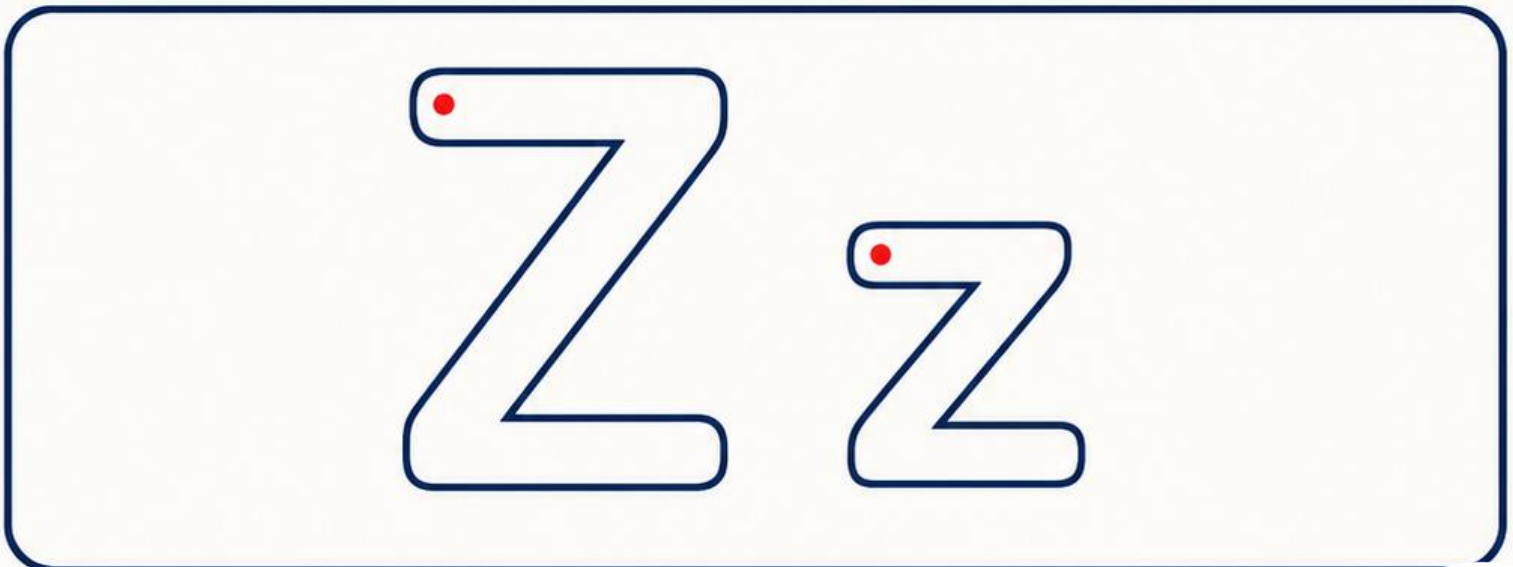
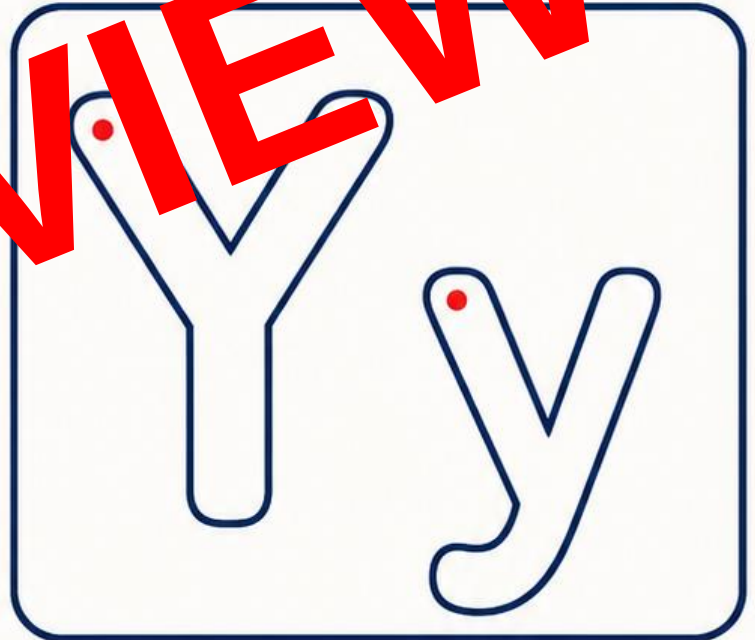
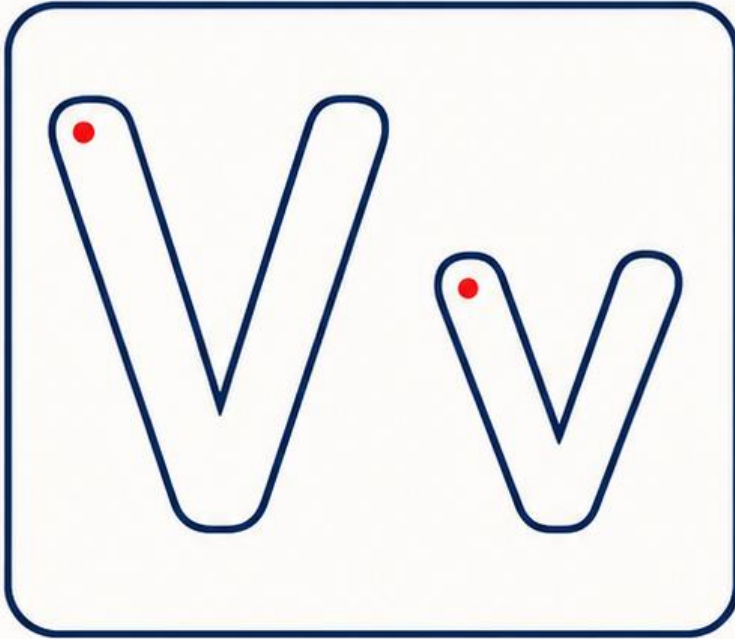


Build each letter with dough or loose parts. Start at the dot.



BUILD-A-LETTER MAT V-Z

Build each letter with dough or loose parts. Start at the dot.



PREVIEW

UPPERCASE OR LOWERCASE COIN TOSS A-M

Toss. Choose a letter. Write it. Cover it.



Write uppercase



Write lowercase

A

B

C

D

E

F

G

H

I

J

K

L

M

PREVIEW

UPPERCASE OR LOWERCASE COIN TOSS N-Z

Toss. Choose a letter. Write it. Cover it.



HEADS

Write uppercase



TAILS

Write lowercase

N

O

P

Q

R

S

T

U

V

W

X

Y

Z

PREVIEW

SPIN AND MATCH LETTER GAME

Spin both. Choose a letter from the group. Make its uppercase and lowercase pair.

LETTER GROUP



CHALLENGE



Say the letter name as you form each partner.

SPIN AND MATCH RECORDING SHEET

Name: _____

Date: _____

After each turn, write the uppercase and lowercase partners.

TURN	LETTER	UPPERCASE	LOWERCASE
1			
2			
3			
4			
5			
6			
7			
8			

Started in the
right place

☐

Used the lines

☐

Made a clear pair

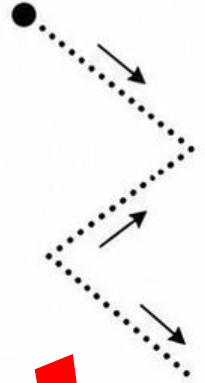
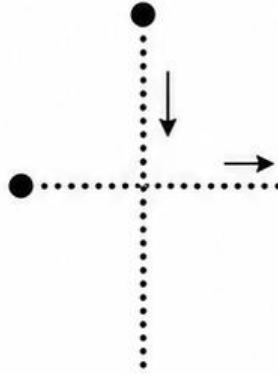
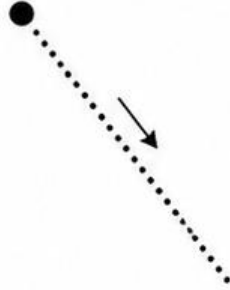
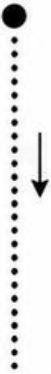
☐

READY STROKES: STRAIGHT, SLANT AND CROSS

Name: _____

Start at the dot. Trace, copy, then draw your own.

1. TRACE



2. COPY



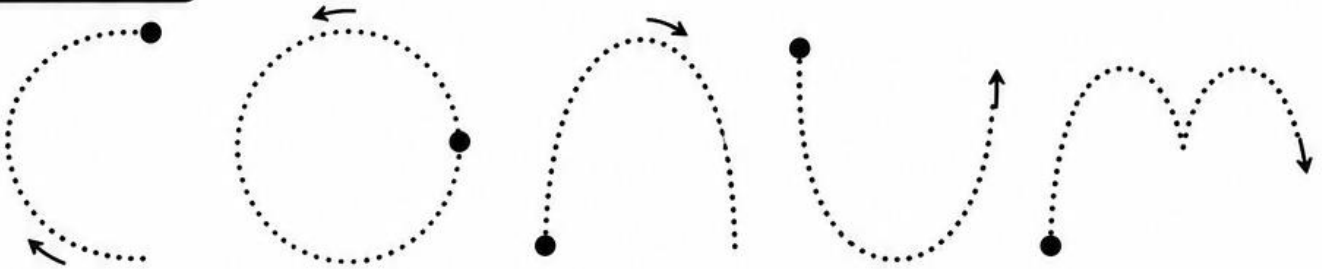
3. MY OWN

READY STROKES: CURVES, CIRCLES AND HUMPS

Name: _____

Start at the dot. Trace, copy, then draw your own.

1. TRACE



2. COPY



3. MY OWN

UPPERCASE FAMILIES 1: E F H I L T

Name: _____

Start at the dot. Trace twice. Copy twice.

E	E	E		
F	F	F		
H	H	H		
I	I	I		
L	L	L		
T	T	T		

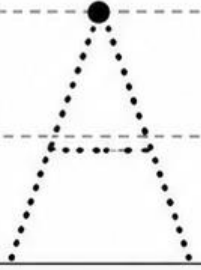
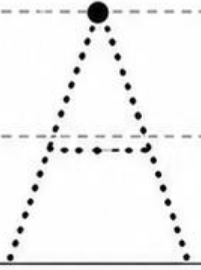
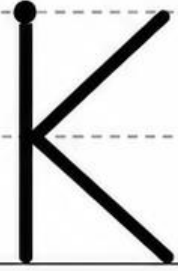
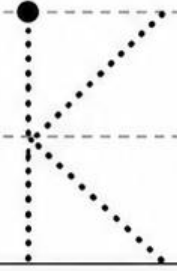
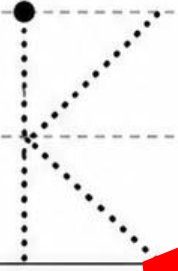
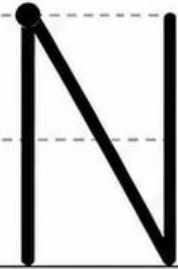
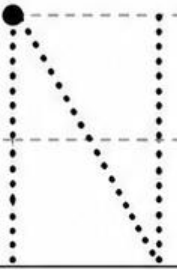
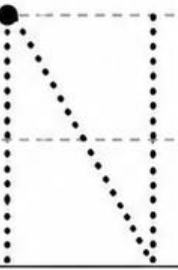
PREVIEW

MY BEST LETTERS

UPPERCASE FAMILIES 2: A K M N

Name: _____

Start at the dot. Trace twice. Copy twice.

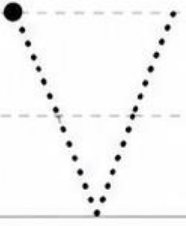
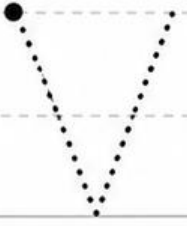
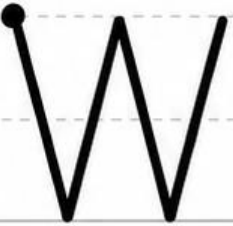
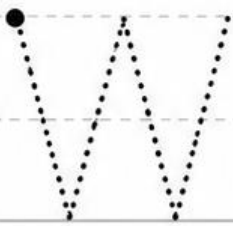
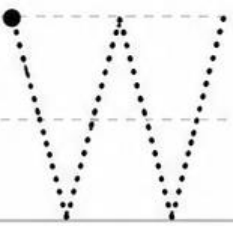
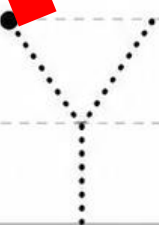
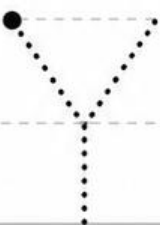
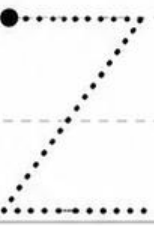
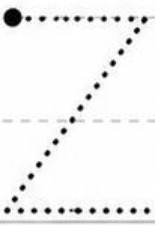
				
				
				
				

MY BEST LETTERS

UPPERCASE FAMILIES 3: V W X Y Z

Name: _____

Start at the dot. Trace twice. Copy twice.

MY BEST LETTERS

UPPERCASE FAMILIES 4: B D P R

Name: _____

Start at the dot. Trace twice. Copy twice.

B	B	B		
D	D	D		
P	P	P		
R	R	R		

MY BEST LETTERS

UPPERCASE FAMILIES 5: C G J O Q S U

Name: _____

Start at the dot. Trace twice. Copy twice.

C	C	C		
G	G	G		
J	J	J		
O	O	O		
Q	Q	Q		
S	S	S		
U	U	U		

MY BEST LETTERS

LOWERCASE FAMILIES 1: c a d g o q

Name: _____

Start at the dot. Trace twice. Copy twice.

c	c	c		
a	a	a		
d	d	d		
g	g	g		
o	o	o		
q	q	q		

MY BEST LETTERS

LOWERCASE FAMILIES 2: l i t j f

Name: _____

Trace twice. Copy twice.

l	l	l		
---	---	---	--	--

i	i	i		
---	---	---	--	--

t	t	t		
---	---	---	--	--

j	j	j		
---	---	---	--	--

f	f	f		
---	---	---	--	--

MY BEST LETTERS

LOWERCASE FAMILIES 3: n m h r

Name: _____

Start at the dot. Trace twice. Copy twice.

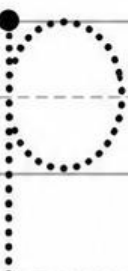
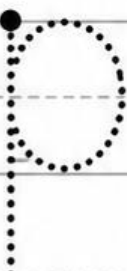
n n n		
m m m		
h h h		
r r r		

MY BEST LETTERS

LOWERCASE FAMILIES 4: b p e k

Name: _____

Start at the dot. Trace twice. Copy twice.

MY BEST LETTERS

LOWERCASE FAMILIES 5: u v w x y z s

Name: _____

Start at the dot. Trace twice. Copy twice.

u	u	u		
v	v	v		
w	w	w		
x	x	x		
y	y	y		
z	z	z		
s	s	s		

MY BEST LETTERS

LETTER PARTNERS A-M

Name: _____

Write the lowercase partner for each uppercase letter.

A

H

B

I

C

J

D

K

E

L

F

M

G

PREVIEW

LETTER PARTNERS A-M

Name: ANSWERS

Write the lowercase partner for each uppercase letter.

A

a

H

h

B

b

I

i

C

c

J

j

D

d

K

k

E

e

L

l

F

f

M

m

G

g

PREVIEW

LETTER PARTNERS N-Z

Name: _____

Write each lowercase partner.

N

U

O

V

P

W

Q

X

R

Y

S

Z

T

PREVIEW

LETTER PARTNERS N-Z

Name: ANSWERS

Write each lowercase partner.

N

n

U

u

O

o

V

v

P

p

W

w

Q

q

X

x

R

r

Y

y

S

s

Z

z

T

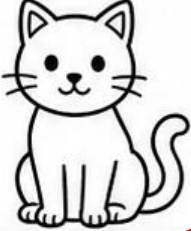
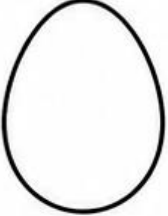
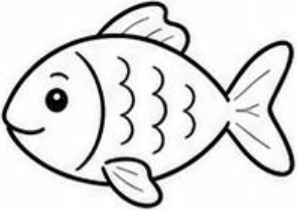
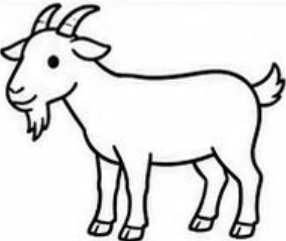
t

PREVIEW

HEAR IT, WRITE IT A-G

Name: _____

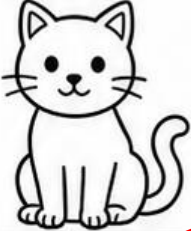
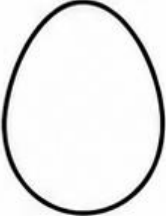
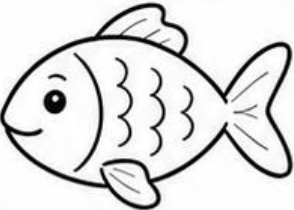
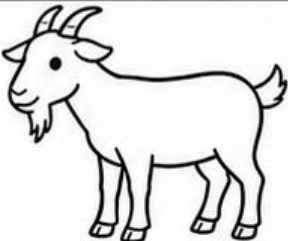
Say each picture. Write its first letter in both forms.

PICTURE	UPPERCASE	lowercase
		
		
		
		
		
		
		

HEAR IT, WRITE IT A-G

Name: ANSWERS

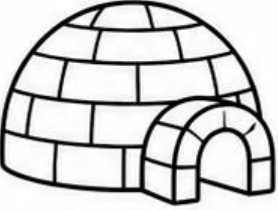
Say each picture. Write its first letter in both forms.

PICTURE	UPPERCASE	lowercase
	A	a
	B	b
	C	c
	D	d
	E	e
	F	f
	G	g

HEAR IT, WRITE IT H-N

Name: _____

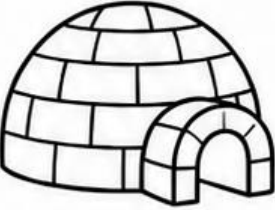
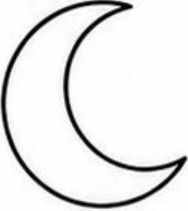
Say each picture. Write its first letter in both forms.

PICTURE	UPPERCASE	lowercase
		
		
		
		
		
		
		

HEAR IT, WRITE IT H-N

Name: ANSWERS

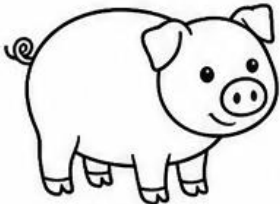
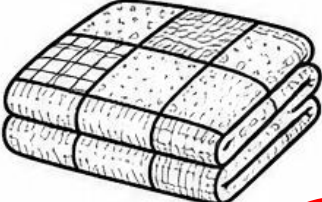
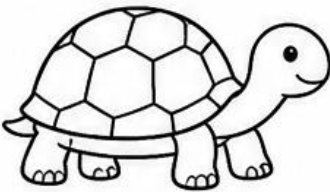
Say each picture. Write its first letter in both forms.

PICTURE	UPPERCASE	lowercase
	H	h
	I	i
	J	j
	K	k
	L	l
	M	m
	N	n

HEAR IT, WRITE IT O-U

Name: _____

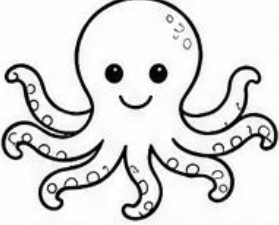
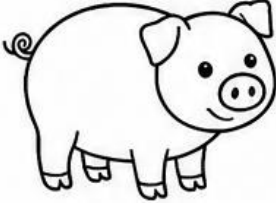
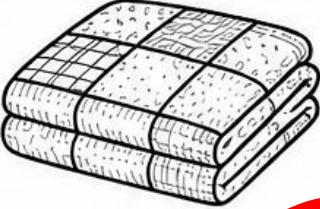
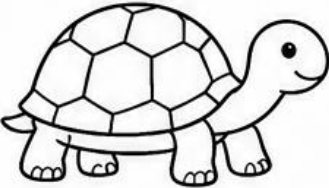
Say each picture. Write its first letter in both forms.

PICTURE	UPPERCASE	lowercase
		
		
		
		
		
		
		

HEAR IT, WRITE IT O-U

Name: ANSWERS

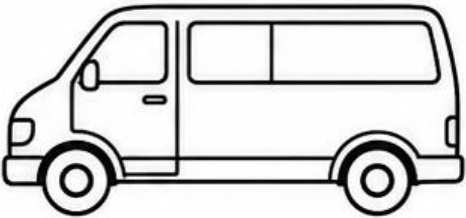
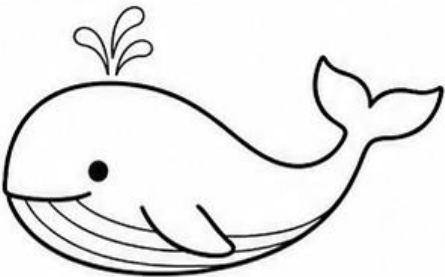
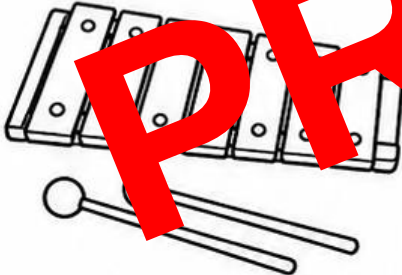
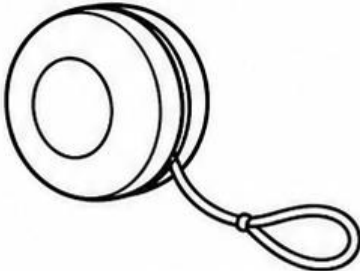
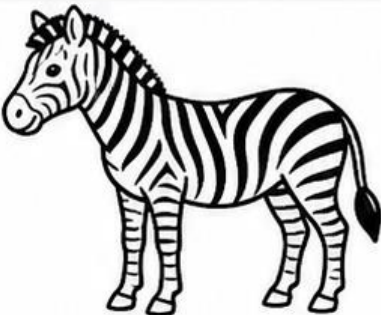
Say each picture. Write its first letter in both forms.

PICTURE	UPPERCASE	lowercase
	O	o
	P	p
	Q	q
	R	r
	S	s
	T	t
	U	u

HEAR IT, WRITE IT V-Z

Name: _____

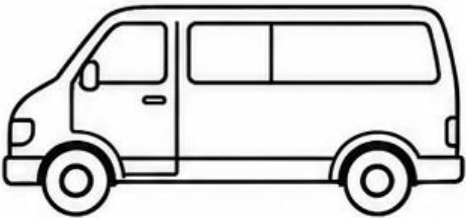
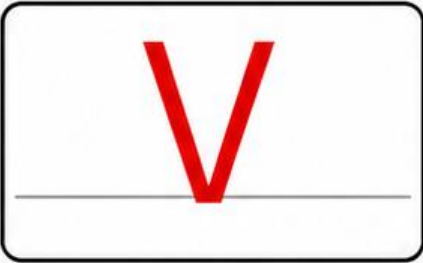
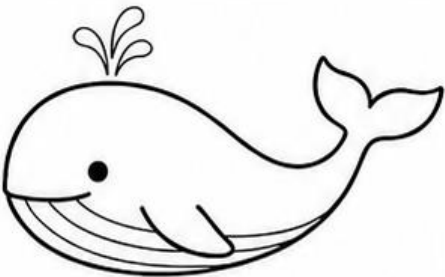
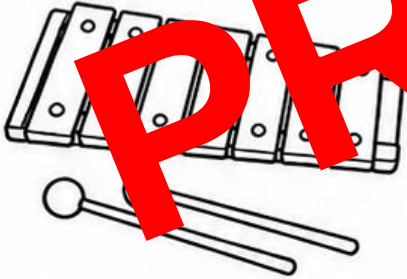
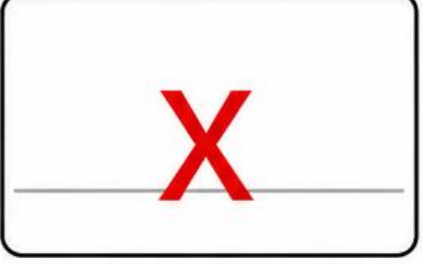
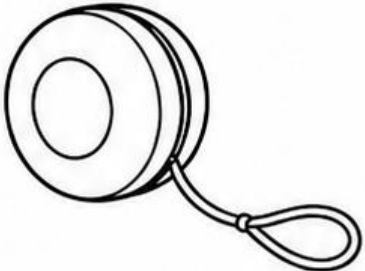
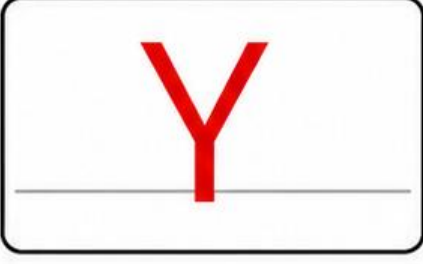
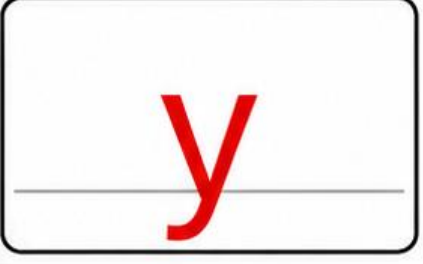
Say each picture. Write its first letter in both forms.

PICTURE	UPPERCASE	lowercase
		
		
		
		
		

HEAR IT, WRITE IT V-Z

Name: ANSWERS

Say each picture. Write its first letter in both forms.

PICTURE	UPPERCASE	lowercase
		
		
		
		
		

MY NAME PRACTICE

Name: _____

Ask an adult to write your name in the model box. Then trace, copy and write.

1. MY MODEL

2. TRACE MY NAME

3. COPY MY NAME

4. WRITE IT BY MYSELF

I CHECKED

☐

I started with a capital.

☐

My letters sit on the line.

☐

My letters are clear.

FAVOURITE WORDS PRACTICE

Name: _____

Choose three familiar words. Ask an adult for a model, then copy and write.

1 WORD 1

MODEL

COPY

MY OWN

2 WORD 2

MODEL

COPY

MY OWN

3 WORD 3

MODEL

COPY

MY OWN

I CHECKED



I started in the right place.



My letters sit on the line.



I left clear spaces.

LETTER FORMATION CHECK: UPPERCASE

Student: _____

Date: _____

Write the uppercase partner for each lowercase prompt.

a

n

b

o

c

p

d

q

e

r

f

g

t

h

u

i

v

j

w

k

x

l

y

m

z

Teacher note: _____

LETTER FORMATION CHECK: LOWERCASE

Student: _____

Date: _____

Write the lowercase partner for each uppercase prompt.

A

N

B

O

C

P

D

Q

E

R

F

S

G

T

H

U

I

V

J

W

K

X

L

Y

M

Z

Teacher note: _____

LETTER FORMATION CHECK: MY BEST LETTERS

Student: _____

Date: _____

An adult chooses six letters. Write each uppercase and lowercase pair.

LETTER	UPPERCASE	lowercase
1		
2		
3		
4		
5		
6		

WRITE YOUR NAME

I CHECKED

☐

I started in the right place.

☐

My letters sit on the line.

☐

My letters are clear.

Teacher note: _____

LETTER FORMATION - FOUNDATION RUBRIC

Student: _____

Date: _____

CRITERION	BEGINNING	DEVELOPING	ACHIEVING	CONFIDENT	EXCEEDING
START AND DIRECTION	Needs full support	Starts correctly so	Usually starts correctly	Starts correctly throughout	Models correct pathways
SHAPE AND CONTROL	Shapes often unclear	Some recognisable shapes	Most letters are clear	All letters are clear	Consistent fluent control
SIZE AND LINES	Rarely uses the lines	Uses lines with help	Usually sits on the lines	Size and placement accurate	Accurate and consistent
CASE PARTNERS	Forms few pairs	Forms some pairs	Forms most pairs	Forms all pairs	Transfers pairs to words
INDEPENDENCE	Requires full support	Works with reminders	Works independently	Works independently	Self-checks and improves

Overall evidence / next step: _____

Letter Formation



Learning Intention



- We are learning to form clear upper case and lower case letters.
- We will notice where each letter starts and how the pencil moves.



PREVIEW

Success Criteria

- I start each letter in the right place.
- I follow the correct direction.
- I place letters carefully on lines.
- I form clear uppercase and lowercase partners.



Why Letter Formation Matters



- Clear letters help readers understand our words.
- A steady pattern makes writing easier and faster.
- Careful formation builds confidence.



PREVIEW

Ready Body

- Feet flat on the floor.
- Back tall and relaxed.
- Paper steady with the help of hand.
- Eyes watching the writing space.



Helpful Pencil Grip

- Pinch the pencil gently with thumb and pointer finger.
- Rest it on the middle finger.
- Keep the wrist relaxed.
- Turn the paper slightly.



Movement Words

- Down: move from top to bottom.
- Across: move from left to right.
- Slant and curve: change direction smoothly.
- Around, up and back. Follow model carefully.



Start Points and Direction

- Find the start point before you move.
- Watch the arrow or teacher model
- Lift the pencil only when another stroke begins.
- Check the finished shape



Uppercase: Straight Family

- E F H I L T
- Use tall straight lines.
- Add cross strokes from left to right.
- Keep every letter sitting on the baseline.



Uppercase: Diagonal Family

- A K M N V W X Y Z
- Use firm slanting strokes.
- Meet at clear points and crossings.
- Keep each letter an even width.



Uppercase: Curve Family

- B C D G J O P Q R S U
- Make smooth curves.
- Join curves neatly to straight stems.
- Give Q one clear tail.



Lowercase: Round Family

- c a d g o q s
- Begin with a curved c movement.
- Close the circle when the letter needs it.
- Send d up and g or q down.



Lowercase: Tall Family

- l i t j f
- Use a tall downstroke for l, t and f
- Dot i and j once.
- Send j below the line, cross the line neatly.



Lowercase: Hump Family

- n m h r b p
- Start with a downstroke.
- Travel back up before making a hump.
- Make one hump for n and h, two humps for m.



Lowercase: Loop, Slant and Tail



- e k u v w x y z
- Notice loops, slants and short strokes.
- Send y below the line.
- Keep each letter open and clear.



PREVIEW

Sky, Grass and Ground

- Tall letters reach into the sky.
- Most lowercase letters sit in the grass.
- Letters with tails travel into the ground.
- All letters rest on the baseline.



A Helpful Practice Routine

- Trace: follow the model slowly.
- Copy: look, then write beside it.
- Cover: hide the model.
- Write and check from memory.



Use It in Real Writing

- Write your name with a capital first letter.
- Choose two familiar words to practice.
- Check start point, direction, size and spacing.
- Celebrate clear improvement.





PREVIEW

Well Done!



Letter Formation Quiz

PREVIEW



Question 1

A helpful writing body has supported text and teacher map

TRUE or FALSE



Answer 1

TRUE

A ready body helps the hand move with contr



Question 2

Which action helps letters stay clear?

- A. Press as hard as possible
- B. Hold the pencil gently
- C. Rush
- D. Turn the pencil sideways



Answer 2

B. Hold the pencil gently

A gentle grip keeps fingers and wrist relaxed.



Question 3

Name one movement used to form letters.

Write or say one movement word.



Answer 3



Possible answers: down, across, slant, curve, around, or back.



PREVIEW

Question 4

Which lowercase letter matches uppercase M?

A. n

B. m

C. w

D. h



Answer 4

B. m

Uppercase M and lowercase m are partners.



Question 5

Every lowercase letter is the same height.

TRUE or FALSE



Answer 5

FALSE

Some letters are tall and some have tails below the line.



Question 6

Which uppercase letter begins with a curve?

A. C

B. E

C. L

D. T



Answer 6

A. C

C begins with a smooth curv movement.



Question 7

Write the lowercase partner for A

Write your answer carefully



PREVIEW

Answer 7

a

A and a are uppercase and lowercase partners.



Question 8

Which lowercase letter has a tail below the line?

A. a

B. e

C. g

D. m



Answer 8

C. g

The tail of g travels into the **und** space.



Question 9

Good writers check starting point, direction and size

TRUE or FALSE



PREVIEW

Answer 9

TRUE

Checking helps letters stay clear and consistent



Question 10



Write the uppercase and lowercase form of the letter if you can.

Write both forms.



PREVIEW

Answer 10

Answers will vary.

Both forms should be clear and recognisable.





PREVIEW

Quiz Complete!

