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| Name: | | | | | | | |
|  | **Pen Licence** *Aim:*  *To show I can write correctly in order to get my pen licence.* | | **Information** - *Beginning*  I have heard of this. | **Knowledge** – *Consolidating (1)*  Most of the time I can do this by myself | **Know-how** - *Consolidating (2)*  I can do this on my own all the time. | Wisdom **– *Established***  I can teach others | **Do I have proof?** *Evidence is required for each criteria.* |
| Letter Size | 1 | I always write lower case letters at ½ the line space. |  |  |  |  |  |
| 2 | I always write capital letters in proportion to lower case letters. |  |  |  |  |  |
| Letter Shape | 3 | I always write all letters with straight backs and tail letters with small loops. |  |  |  |  |  |
| 4 | I always slope letters to the right. |  |  |  |  |  |
| Letter Formation | 5 | I always start, finish and join all lower case and upper case letters in the correct place. |  |  |  |  |  |
| 6 | I always sit all letters accurately on the lines. |  |  |  |  |  |
| Legibility | 7 | I always correctly space letters and words. |  |  |  |  |  |
| 8 | I can consistently write smoothly and fluently. |  |  |  |  |  |
| Presentation | 9 | I can show correct control of writing and drawing tools such as ruling straight lines and producing neat colouring. |  |  |  |  |  |
| 10 | I can use large clear block capital letters for headings. |  |  |  |  |  |
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