



# Rocky Hill Public Schools

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ROCKY HILL, CONNECTICUT 06067-0627 • (860) 258-7701

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6/16/22

Dear Kindergarten Parents and Guardians,

The last few years have been challenging for everyone, but especially for those at levels where they were learning to read and write. Children are resilient and have been making great gains as we are finally moving toward a more normal way of learning again.

For a variety of reasons, the COVID-19 pandemic created an increase of time spent on computers and less time with paper and pencil. The use of a pencil for writing requires knowledge of letter formations, fine motor skills, and stamina for writing for a period of time, critical skills in the early years. This summer, we are sending home an additional handwriting packet to provide an opportunity for our younger students to practice. Included in the packet are instructions for supporting letter formation in case you need them.

Certainly, applying these skills through authentic writing is a great way to practice as well. Students might keep a weekly journal/travel journal, write a letter, or make a list of things they want to do or have accomplished over the summer.

Be on the lookout for the summer reading challenge as well. Have a safe and enjoyable summer! If you have any questions or concerns, feel free to contact me at [schaeferm@rockyhillps.com](mailto:schaeferm@rockyhillps.com).

Sincerely,

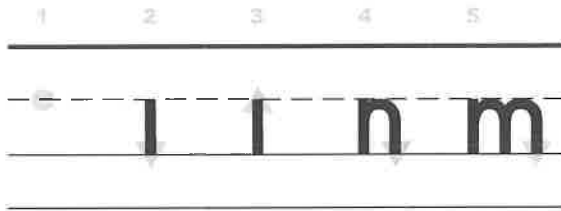
Mary Schaefer, K-12 Language Arts Coordinator

# Foundations® Letter Formation Guide

## Letter Formation for M

m is a plane line letter.

It starts on the (plane line).

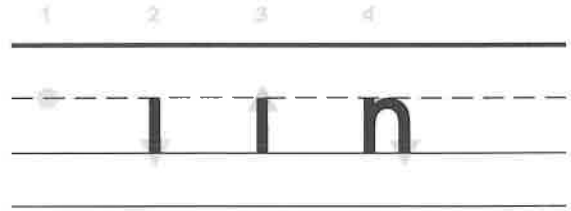


- 1 Point to the plane line.
- 2 Go down to the grass line.
- 3 Trace back up to the plane line,
- 4 and make a hump,
- 5 and then back up to the plane line and make another hump.
- 6 Say m - man - /m/, have students repeat.

## Letter Formation for N

n is a plane line letter.

It starts on the (plane line).

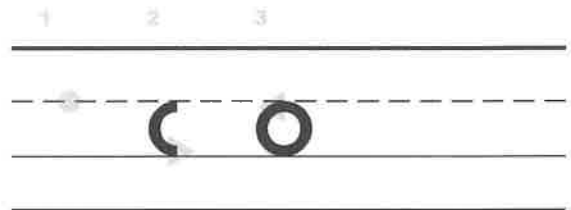


- 1 Point to the plane line.
- 2 Go down to the grass line.
- 3 Trace back up to the plane line,
- 4 and make a hump.
- 5 Say n - nut - /n/, have students repeat.

## Letter Formation for O

o is a plane line round letter.

It starts on the (plane line) just like a c.



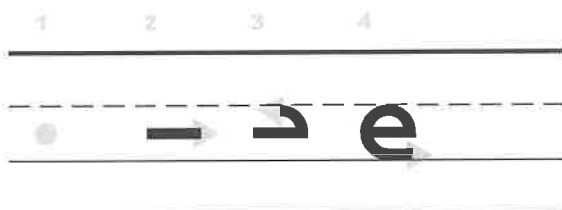
- 1 Point to the plane line.
- 2 Trace back, then down to the grass line,
- 3 and around back up to the plane line.
- 4 Say o - octopus - /ō/, have students repeat.

# Fundations® Letter Formation Guide

Use the following verbalization to direct students in proper letter formation.

## Letter Formation for e

e is a plane line round letter, but it is special.  
e starts below the plane line.

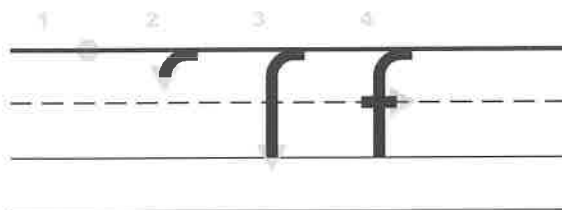


- 1 Point between the plane line and the grass line.
- 2 Fly under the plane line.
- 3 Then go up to the plane line,
- 4 and around to the grass line.
- 5 Say e - Ed - /ě/, have students repeat.

## Letter Formation for f

f is a sky line letter.

It starts on the (sky line).

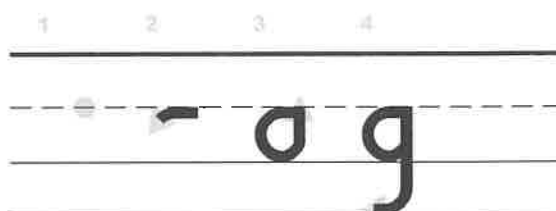


- 1 Point to the sky line.
- 2 Trace back on the sky line,
- 3 and then way down to the grass line.
- 4 Cross it on the plane line.
- 5 Say f - fun - /f/, have students repeat.

## Letter Formation for g

g is a plane line round letter.

It starts on the (plane line) just like a c.

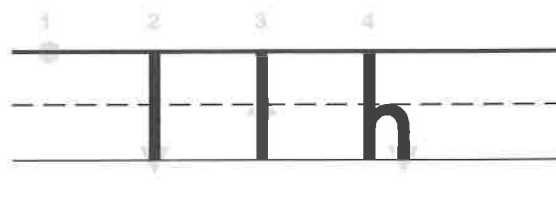


- 1 Point to the plane line.
- 2 Trace back on the plane line,
- 3 down and around all the way back to the plane line.
- 4 Trace back down all the way to the worm line and make a curve.
- 5 Say g - game - /g/, have students repeat.

## Letter Formation for h

h is a sky line letter.

It starts on the (sky line).



- 1 Point to the sky line.
- 2 Go down to the grass line.
- 3 Trace back up to the plane line,
- 4 and make a hump.
- 5 Say h - hat - /h/, have students repeat.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

UNIT  
**1**

WEEK 3

## Fundations® Letter Formation



x

z

q

Name: \_\_\_\_\_ Date: \_\_\_\_\_

UNIT  
**1**

WEEK 2

## Fundations® Letter Formation



P



J



Name: \_\_\_\_\_

Date: \_\_\_\_\_

UNIT  
**1**

WEEK 1

## Fundations® Letter Formation



i



u



c



o





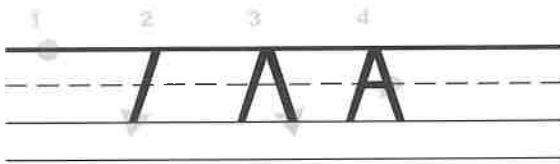
## Review Letter Formations

UNIT  
**2**

WEEK 2

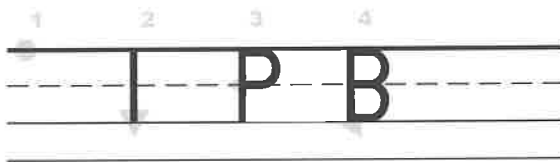
Practice some upper-case letters each night. Have your child write each of these letters five times on the Writing Grid. Each time, be sure that you read the step-by-step directions to guide the correct letter formation.

### Letter Formation for A



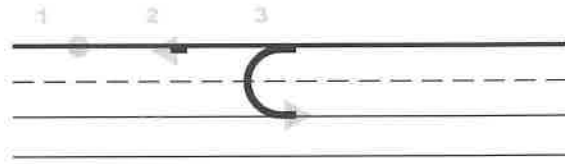
1. Point to the sky line.
2. Slide back to the grass line.
3. Start back at the sky line and slide down to the grass line.
4. Cross on the plane line.
5. Say a - apple - /ă/, have students repeat.

### Letter Formation for B



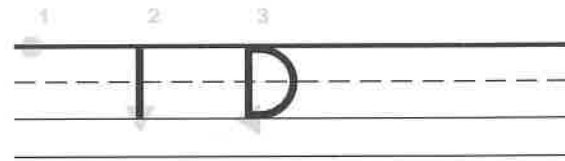
1. Point to the sky line.
2. Go down to the grass line.
3. Start back at the sky line and go around to the plane line.
4. And around again to the grass line.
5. Say b - bat - /b/, have students repeat.

### Letter Formation for C



1. Point to the sky line.
2. Fly back on the sky line.
3. And down around to the grass line.
4. Say c - cat - /k/, have students repeat.

### Letter Formation for D



1. Point to the sky line.
2. Go down to the grass line.
3. Start back on the sky line and go all the way around to the grass line.
4. Say d - dog - /d/, have students repeat.

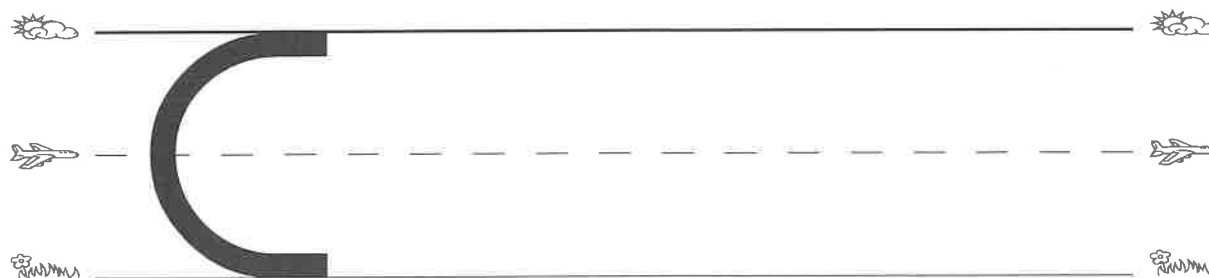
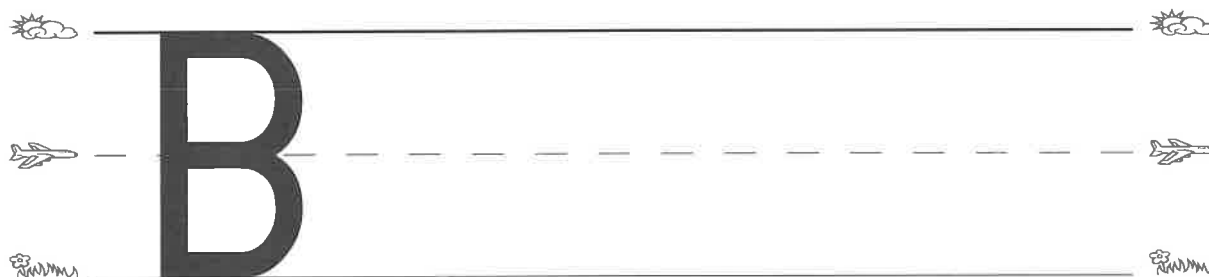
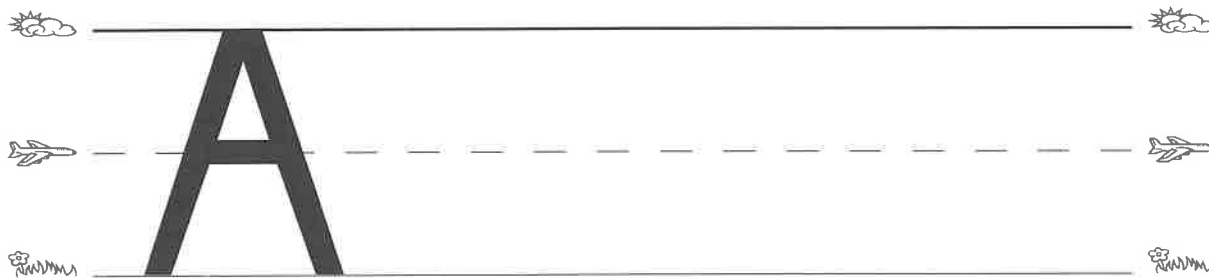
Name: \_\_\_\_\_

Date: \_\_\_\_\_

UNIT  
**2**

WEEK 2

## Fundations® Practice Letter Formation





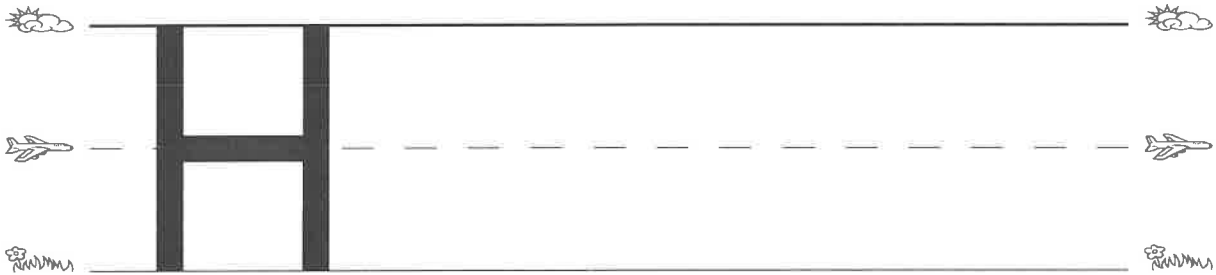
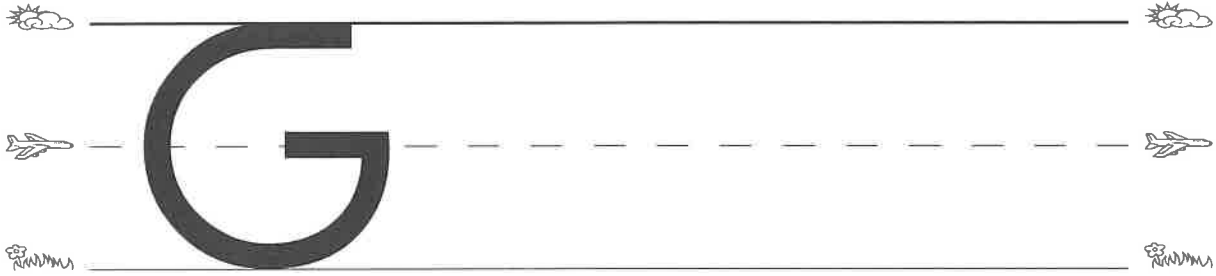
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Date: \_\_\_\_\_

UNIT  
**2**

WEEK 2

## Fundations® Practice Letter Formation





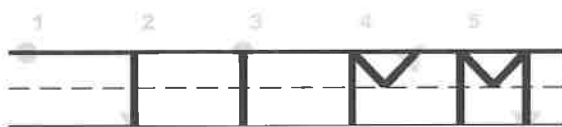
## Review Letter Formations

UNIT  
**2**

WEEK 3

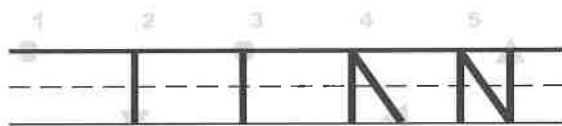
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### Letter Formation for M



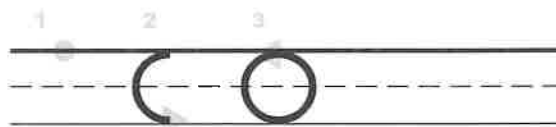
- 1 Point to the sky line.
- 2 Go down to the grass line.
- 3 Point to the sky line.
- 4 Slide down to the plane line, and slide back up to the sky line.
- 5 Go down to the grass line.
- 6 Say m - man - /m/, have students repeat.

### Letter Formation for N



- 1 Point to the sky line.
- 2 Go down to the grass line.
- 3 Point to the sky line.
- 4 Slide down to the grass line.
- 5 Go straight up to the sky line.
- 6 Say n - nut - /n/, have students repeat.

### Letter Formation for O



- 1 Point to the sky line.
- 2 Trace back, then down around to the grass line.
- 3 And around back up to the sky line.
- 4 Say o - octopus - /ō/, have students repeat.

### Letter Formation for P



- 1 Point to the sky line.
- 2 Go down to the grass line.
- 3 Point to the sky line and go around to the plane line.
- 4 Say p - pan - /p/, have students repeat.

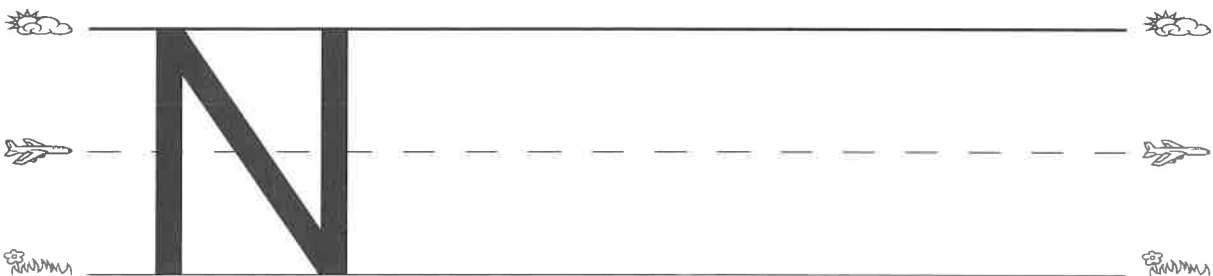
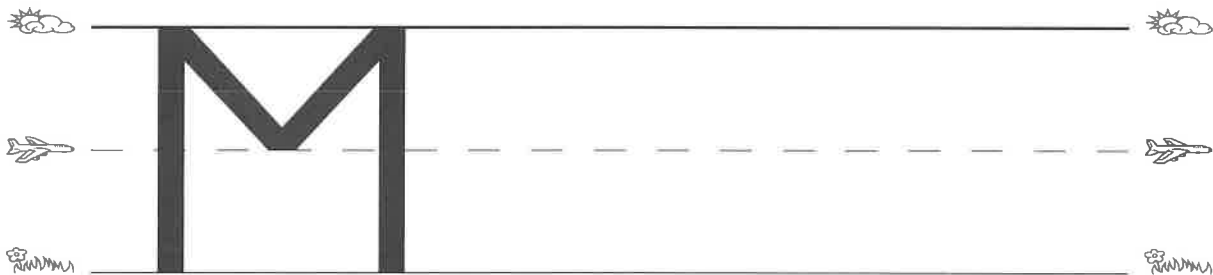
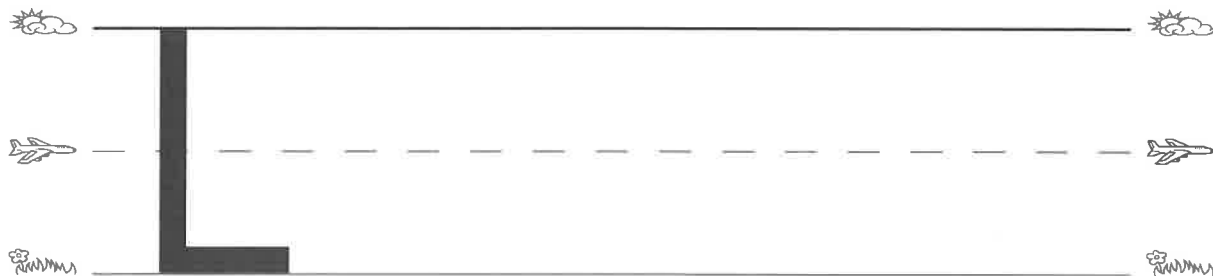
Name: \_\_\_\_\_

Date: \_\_\_\_\_

UNIT  
**2**

WEEK 3

## Fundations® Practice Letter Formation





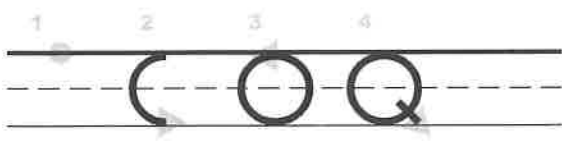
## Review Letter Formations

UNIT  
**2**

WEEK 4

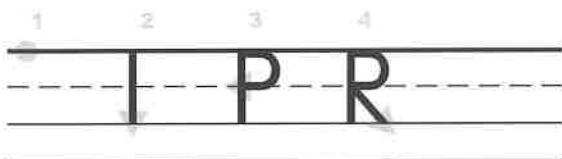
Practice some upper-case letters each night. Have your child write each of these letters five times on the Writing Grid. Each time, be sure that you read the step-by-step directions to guide the correct letter formation.

### Letter Formation for Q



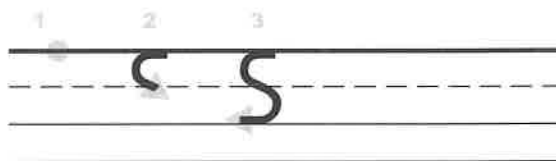
- 1 Point to the sky line.
- 2 Trace back, then down around to the grass line.
- 3 And around back up to the sky line.
- 4 Make a tail.
- 5 Say qu - queen - /kw/, have students repeat.

### Letter Formation for R



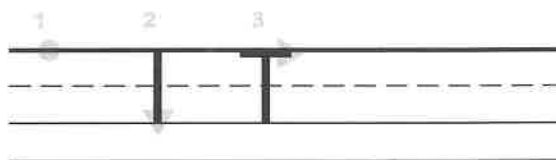
- 1 Point to the sky line.
- 2 Go down to the grass line.
- 3 Point to the sky line and go around to the plane line.
- 4 And slide down to the grass line.
- 5 Say r - rat - /r/, have students repeat.

### Letter Formation for S



- 1 Point to the sky line.
- 2 Trace back and curve in to the plane line.
- 3 And curve back to the grass line.
- 4 Say s - snake - /s/, have students repeat.

### Letter Formation for T



- 1 Point to the sky line.
- 2 Go down to the grass line.
- 3 Cross on the sky line.
- 4 Say t - top - /t/, have students repeat.



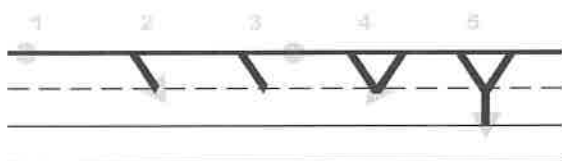
## Review Letter Formations

UNIT  
**2**

WEEK 4

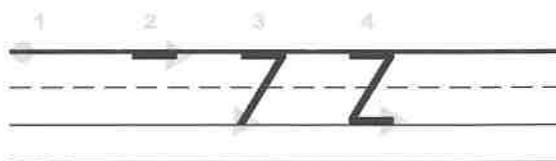
Practice some upper-case letters each night. Have your child write each of these letters five times on the Writing Grid. Each time, be sure that you read the step-by-step directions to guide the correct letter formation.

### Letter Formation for Y



- 1 Point to the sky line.
- 2 Slide down to the plane line.
- 3 Leave a space and point to the sky line.
- 4 And then slide back to the plane line.
- 5 Go straight down to the grass line.
- 6 Say y - yellow - /y/, have students repeat.

### Letter Formation for Z



- 1 Point to the sky line.
- 2 Make a line.
- 3 And then slide back to the grass line.
- 4 And make a line.
- 5 Say z - zebra - /z/, have students repeat.

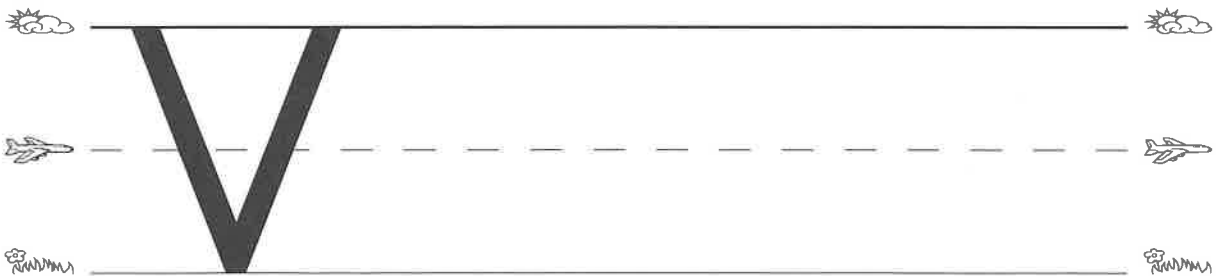
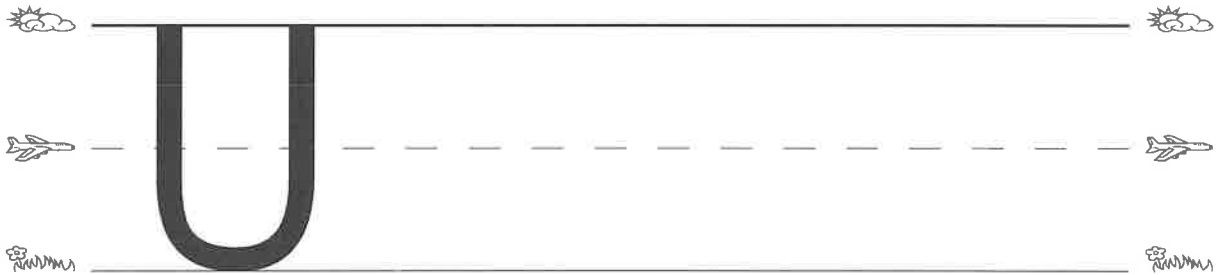
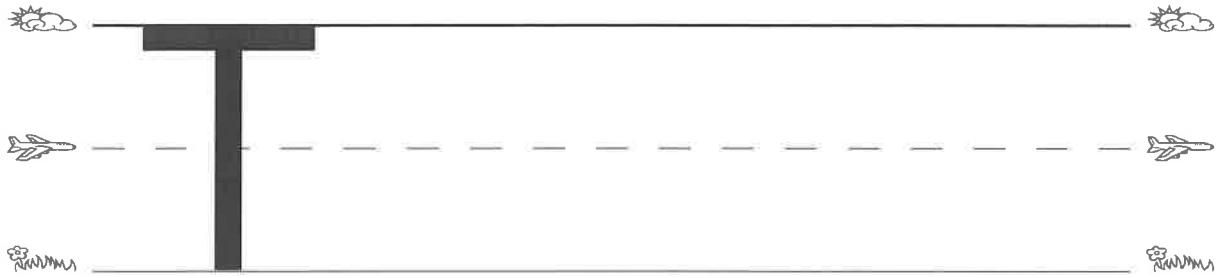
Name: \_\_\_\_\_

Date: \_\_\_\_\_

UNIT  
**2**

WEEK 4

## Fundations® Practice Letter Formation



Name: \_\_\_\_\_

Date: \_\_\_\_\_

UNIT  
**2**

WEEK 4

## Fundations® Practice Letter Formation

