

Contact Information

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This document is also available:

- In large print size 18 / 24 point font
- In braille or audio tape
- As a computer file or DVD
- Easy read with pictures

If you require help understanding the contents of this leaflet, please telephone 0116 295 4743.

এই ডকুমেন্ট'এর কোন বিষয় বুঝতে আপনার যদি সাহায্যের প্রয়োজন হয়, তাহলে অনুগ্রহ করে 0116 295 4743 নাম্বারে টেলিফোন করুন।

જો તમને આ દસ્તાવેજમાં આપેલ માહિતી સમજવા માટે મદદ જોઈતી હોય તો મહેરબાની કરીને **0116 2954743** પર ફોન કરો.

अगर आपको इस दस्तावेज में शामिल जानकारी समझने में सहायता चाहिए तो कृपया 0116 295 4743 पर फोन कीजिए।

ਜੇਕਰ ਤੁਹਾਨੂੰ ਇਸ ਦਸਤਾਵੇਜ਼ ਦਾ ਵਿਸ਼ਾ ਵਸਤੂ ਸਮਝਣ ਲਈ ਮਦਦ ਦੀ ਲੋੜ ਹੈ ਤਾਂ ਕ੍ਰਿਪਾ ਕਰਕੇ ਇਸ ਨੰਬਰ ਤੇ ਟੈਲੀਫੋਨ ਕਰੋ **0116 295 4743**

Hadii aad u baahantahay in lagaa caawiyo fahmida qoraalka ku qoran documintigaan fadlan nagala soo xiriir telefoonkaan 01162954743.

Jeśli potrzebujesz pomocy w zrozumieniu treści tego dokumentu prosimy o telefon pod numer 0116 2954743.

اگر اس تحریر کے سمجھنے میں آپ کو مدد کی ضرورت ہو تو مہربانی کر کے **0116 2954743** پر ٹیلی فون کریں۔

www.leicschildhealth.nhs.uk

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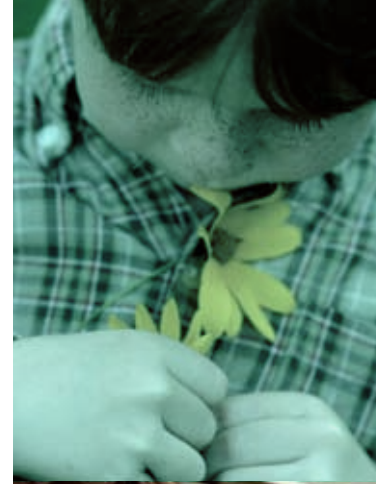
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Let Me: Sit Ready for Handwriting



Children's Occupational Therapy Service Information for Children, Parents, Carers & Professionals



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What is this leaflet about?

The aim of this leaflet is to provide general advice on how to provide the best sitting position to obtain the best handwriting.

Things to consider?

Before beginning a handwriting task the following things need to be considered:

Your position will affect how you use your hands to write. Make sure that:

- Your bottom is right back in the seat
- The seat reaches to just behind your knees
- Your feet are flat on the floor
- The table reaches to just above your elbow
- The chair is pulled in close to the table
- You are sitting with a straight back, not lying over the page



Ways to help

- Get a smaller or bigger chair or desk.
- Place a firm non-slip footrest under your feet if they cannot reach the floor.
- A sloped writing board will help stop leaning over the page. A lever arch file can also be used.

Tilting the paper

It is much easier for you to keep the writing on the lines if the paper is tilted slightly in the opposite directions for a left and right hander. The non writing hand should hold the paper.



Right



Left

Place a sticker or strip of masking tape on the desk as a reminder of where the top of the paper should be.

