# Phonics Routines

Teach the knowledge of the alphabetic code (the letter/s-sound correspondences) and the three core skills and their sub-skills

<table>
<thead>
<tr>
<th><strong>1. Decoding</strong> (blending or synthesising)</th>
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<tbody>
<tr>
<td><strong>Sub-skill without print:</strong></td>
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<tr>
<td>Adult says the separate sounds “/f/ /r/ /o/ /g/”.</td>
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<td>Learners ‘discern’ or ‘hear’ the whole word ‘frog’ and then say the whole word “frog”.</td>
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<tr>
<td><strong>Sub-skill with print:</strong></td>
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<tr>
<td>Point to pre-printed graphemes that have been taught to date: “See the graphemes [letters or letter groups] and say the sounds.”</td>
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<td><strong>Core skill for decoding:</strong></td>
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<tr>
<td>• Glance at (scan) the printed word from left to right to ‘recognise’ any letter groups.</td>
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<tr>
<td>• Use the index finger to point directly under each grapheme whilst saying the sounds as close to real speech as possible from left to right of the printed word.</td>
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<tr>
<td>• Say the whole word whilst running the index finger left to right beneath the whole printed word.</td>
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<tr>
<td>• Modify the pronunciation of the blended sounds into the real word’s pronunciation if necessary.</td>
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2. **Encoding** (oral segmenting, spelling-with-editing)

**Sub-skill without print:**

Say the whole word “soap” very slowly and naturally so that the separate sounds become evident [oral segmenting].

Repeat the separate sounds as close to real speech sounds as possible “/s/ /oa/ /p/”.

Do not repeat the whole spoken word after that!

**Sub-skill with print:**

Listen to sounds as close as possible to real speech sounds.

1. “Hear the sounds, point to the graphemes.”
2. “Hear the sounds, select the graphemes.”
3. “Hear the sounds, write the graphemes.”

**Core skill for encoding:**

- Use the left hand, palm facing, to tally the sounds identified all-through-the-spoken-word onto thumb and fingers.
- Write a ‘sound dash’ for every sound identified which also act as ‘writing lines’. ___ ___ ___
- Select grapheme tiles, magnetic letters or write graphemes, to spell the word.
- Sound out and blend the selected _s_ _oa_ _p_.
3. **Handwriting** (linking graphemes to sounds)

**Sub-skill:**

Hold the pencil correctly with the tripod grip.

“Froggy legs [thumb and index finger] grip the pencil at the end of the painted part [not on the sloping cone part] with the log under [the middle finger].”

**Sub-skill:**

Establishing ‘directionality’ of writing letter shapes whilst saying the sounds.

**Finger-tracing:** Use the index finger of the writing hand to trace pre-printed letter shapes.

**Pencil-tracing:** Trace pre-printed grey or dotted letter shapes with a pencil.

**Copying:** Copy letter shapes with finger or pencil.

**Core skill for handwriting:**

- Correct tripod pencil grip
- Correct posture sitting at a desk
- Slightly slanted paper, use free hand to hold steady
- Write under the letters and words – avoid hooking hand and wrist around
- Say the sounds whilst writing graphemes as part of the spelling process
- Write on writing lines frequently as appropriate

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