AVONWOOD PRIMARY SCHOOL



GRAMMAR HANDBOOK

Contents

RTS OF A SENTENCE
SUBJECT
Object
Phrase
<u>C</u> LAUSE (MAIN)
SENTENCE (SIMPLE, COMPOUND, COMPLEX)
<u>Statement</u> 5
Exclamation
QUESTION
<u>Соммаnd</u>
Parenthesis
<u>Cohesion</u> 5

NOUN (SINGULAR, PLURAL, COMMON, PROPER, COLLECTIVE, ABSTRACT)
NOUN PHRASE
PRONOUN (SINGULAR, PLURAL, POSSESSIVE, RELATIVE)
DETERMINER (ARTICLE)
ADJECTIVE
Verb (Auxiliary, modal, imperative)
SUBJUNCTIVE VERBS
ADVERBIAL PHRASES
PREPOSITION
PREPOSITIONAL PHRASE
CONJUNCTION (CO-ORDINATING, SUBORDINATING)
SUBORDINATE CLAUSE

SIMPLE TENSE	<u></u> 12
PROGRESSIVE TENSE (PROGRESSIVE VERBS)	
Perfect tense (perfect verbs)	
Perfect progressive tense	<u></u> 12-13
Active voice	<u>13</u>
Passive voice	<u></u> 13

NCTUATION	<u>PU</u>
Capital letter	
Full stop	ļ
Сомма	
APOSTROPHE (CONTRACTION, POSSESSION)	4
Exclamation mark	ļ
QUESTION MARK	
INVERTED COMMAS (SPEECH PUNCTUATION)	ļ
Ellipsis	ļ
BRACKETS	ļ
Dash	ļ

HYPHEN	<u></u> 16
BULLET POINTS	<u> </u> 16
COLON	<u> </u> 16
Semi-colon	.6-17

SPELLING	18-19
ROOT WORD	18
Prefix	<u></u> 18
<u>Suffix</u>	<u></u> 18
COMPOUND WORD	<u>1</u> 9
Word Families	<u>1</u> 9
ΑΝΤΟΝΥΜ	<u>1</u> 9
Synonym	<u>1</u> 9
Номорноле	<u>1</u> 9
Номолум	<u>19</u>
ЫОМ	<u>1</u> 9

Parts of a Sentence

	Feature	Definition	Example	Year Group (Curriculum Guidelines)	Picture Clue / Misconceptions
SENTENCE	Subject	The who or what in a clause that is performing the verb.	<u>The girl</u> ran home. The apple was pecked by <u>it</u> .	Yr 6	N/A
4	Object	The who or what in a clause that is acted upon by a verb.	The girl ran <u>home</u> . It was pecked by a bird.	Yr 6	N/A
PARTS OF	Phrase	A group of words that <u>does not</u> contain a verb. (Also see Noun Phrase, Expanded Noun Phrase, Adverbial Phrase and	the shy girl in the deep, dark forest at the beginning of	For Reference Recommend Yr 3 with Clause	<i>Misconception:</i> The word 'phrase' is used in reading comprehension too. This is not the true definition of 'phrase' and can include a verb.
	Clause	Prepositional Phrase.) A group of related words containing a subject and a verb. The subject can be implicit.	the week The dog was barking.	Yr 3	Main Clause Cat
		Main Clause A group of words containing a subject and a verb and expresses a complete thought. A main clause makes sense by	<u>It was raining,</u> but <u>the sun was shining</u> . (two main clauses)		A main clause must have a Subject and a Verb
		itself. (For Subordinate Clause and Relative Clause see Subordinating Conjunctions)	The man <u>who wrote</u> <u>it</u> told me <u>that it</u> <u>was true</u> . (one main clause containing two subordinate clauses – more specifically relative clauses)		
	Sentence	Simple Sentence Has one main clause (subject and verb). Can have an object. Compound Sentence Has main clauses that are linked by a co-ordinating	The boy ran away. The boy ran away from the dog. All the dogs barked, and the boy ran	Yr 1 Yr 1	<i>Misconception:</i> When using co- ordinating conjunctions, we teach children NOT to use a comma. Later on in life they will learn that they do sometimes need one. This is when the clause after the conjunction is a main clause.
		conjunction. Both clauses carry equal weight. Complex Sentence	away. The boy ate alone		e.g. The boy threw the ball, and <u>the girl caught it</u> . A comma is needed in the example
		Has 2 or more clauses, in which one clause is dependent on the other (e.g. a main and subordinate clause). The clauses are linked in a way that shows interrelationship.	because all the children ran away.	Yr 2	above but would not be required for 'The boy threw the ball and frisbee.'

Statement	A sentence that declares (states) something that is true or false.	The sun is blue. I am going to the beach.	Yr 2	N/A
Exclamation	A sentence (so it contains a verb) that begins with <i>how</i> or <i>what</i> and ends in an exclamation mark.	What a hot day it is! How colourful you are!	Yr 2	<i>Misconception:</i> Exclamations have to contain a verb. If it does not contain a verb (e.g., How lovely!) it is an exclamatory phrase.
Question	A sentence that could be responded to and ends in a question mark.	Where are we going? Who are you?	Yr 2	N/A
Command	A sentence that contains an imperative verb (a 'bossy' verb) which means the sentence requires an action in response (it asks for something to be done).	Go away! Adam, put that down! Cut the carrot diagonally.	Yr 2	N/A
Parenthesis	A word or phrase that is added into a sentence to give additional information. Brackets, dashes or commas are used to mark the boundaries of parenthesis. Parenthesis does not have to appear in the middle of	The boat (<u>a wooden</u> <u>canoe</u>) won the competition. The teacher, <u>a</u> <u>young woman</u> , taught the class. Her latest song – <u>Wild Thoughts</u> – was number one. They will be taking Jamie, <u>a young man</u>	Yr 5	<i>Misconception</i> : It is the extra information which is the parenthesis NOT the punctuation.
Cohesion	a sentence. Writing needs to flow and have cohesion. It needs this both within and between paragraphs.	from London.Conjunctions:Then she zipped up her coat as high as she possibly could.As her foot touched the pavement,Pronouns: She lifted the present and gave it a shake.Repetition: They are then ready to leave their mother.Once the animal	Yr 6	Cohesion Bring your writing to life: use CPR Conjunctions Pronouns Repetition
		has moved into its own territory,		

Word Types and Classes

			ypes and C	Year Group	Picture Clue / Misconceptions
	Feature	Definition	Example	(Curriculum Guidelines)	
WORD TYPES & CLASSES	Noun	Words that name a person, place, thing or idea. These can be described as either Common or Proper.	cat, tree, kitchen, Monday, team, dogs, truth, hope	Yr 2	
O TYPES		<i>Singular Nouns</i> A noun that refers to one person, place thing or idea.	cat, Jane, hope	Yr 1	
WORI		<i>Plural Nouns</i> A noun that refers to more than one person, place, thing or idea.	guys, dogs	Yr 1	
		Common Nouns A noun that describes types of objects or concepts	cat, tree, kitchen	For Reference	N/A
		<i>Proper Nouns</i> A noun that describes people, places or 'times'.	Monday, Jane, Bournemouth	For Reference	
		Collective Nouns A noun that describes a group. (can be considered plural)	bunch, team, swarm	For Reference	
		Abstract Nouns A noun that describes a feeling or concept you cannot touch or see.	truth, hope, friendship	For Reference	
	Noun Phrase	A phrase (group of words) built around a noun that <u>does not</u> contain a verb. Adjectives are used to provide more detail about the noun.	<u>The tall girl</u> walked away. <u>Adult foxes</u> like to run.	Yr 2	Expanded noun phrase
	Expanded Noun Phrase	Expanded Noun Phrase Longer noun phrases that give extra detail, with modifying adjectives, nouns	<u>Almost all</u> <u>healthy adult</u> <u>foxes in this</u> <u>area</u> can	Yr 4	DA, ANP Determiner Adjective , Adjective Noun Prepositional phrase Examples of prepositions: under next to opposite below in on TRICKY - with
		and prepositional phrases.	jump.		<i>Misconception:</i> A noun phrase does NOT include a verb as it is a phrase. Lots of children think the verb is also part of the noun phrase.
	Pronoun	Words to replace a noun.	it, you, she, he, I, mine, yours, his, they, we, ours, their,	Yr 4	

	Singular Pronouns Pronouns to describe one	who, which, that it, you, she, he, I, mine,	For Reference	
	thing or person. <i>Plural Pronouns</i> Pronouns to describe more	yours, his they, we,	For	
	than one thing or person. <i>Possessive Pronouns</i> Pronouns to show	ours, their his, ours, theirs, mine	Reference Yr 4	Relative Pronouns
	possession. <i>Relative Pronouns</i> Pronouns that relate/refer to the subject (noun). <i>(Also see 'Relative Clause'.)</i>	There are 7 relative pronouns: who, whom,	Yr 5	Who Whom Whose Which Where When
Determine	· Words to introduce a noun	whose, which, where, when, that a, an, the,	Yr 4	THAT! Relative pronoun song Determiners
	or noun phrase. Article The most common determiners	every, this, those, one, some, many a, an, the	For Reference	The Just a few examples include the one that that that that that that that tha
Adjective	Words to describe a noun or pronoun.	A <u>shy</u> child, <u>blue</u> notebook and <u>rotten</u> apple. The jumper was <u>enormous</u> .	Yr 2	N/A
Verb	Words to describe an action or state.	l <u>was</u> cold. (state) Jane <u>baked</u> a cake. (action)	Yr 2	
	<i>Auxiliary Verb</i> Verbs used with main verbs	be, have, do, might, should I <u>am</u> going to the shops.	For Reference	N/A
	<i>Modal Verb</i> A type of auxiliary verb (it's used with another verb)	will, would, can, could,	Yr 5	

	which can express meanings such as certainty, ability, or obligation. It indicates the likelihood of something happening. <i>Imperative Verb</i> A type of verb that creates an imperative sentence (a sentence that gives an order or command). This is	may, might, shall, should, must, ought <u>Give</u> me that pen. John, <u>put</u> that down!	For Reference	
Subjunctive Verbs	a 'bossy' verb. Used to set a formal mood. It expresses things that could or should happen and can express wishes, hopes, commands, demands or suggestions. It explores the hypothetical. The subjunctive mood uses the 'root' verb. 1. Use of 'be' and 'were' instead of am, is, are, was. 2. Skips the -s on the verb when using he, she, it.	I advise We demand You suggested It is important If I were taller, I would be able to reach. If only I <u>were</u> ten years younger. (instead of was) I demand that they <u>be</u> released. (instead of are) I suggested that he <u>face</u> up to the bully. (instead of faces)	Yr 6 SATs use 'were'	<section-header></section-header>
Adverb (Adverbial)	Single words that modify (change or add to the meaning of) verbs, adjectives and adverbs (and clauses). Note: they <u>do not</u> modify nouns. There are 5 different types of adverb: manner, time, place, frequency and degree.	He moved <u>slowly</u> down the path. (modifying verb – move) That match was <u>really</u> exciting. (modifying adjective – exciting) We don't get to dance <u>very</u> <u>often</u> . (often modifies verb – dance AND very modifies		Frequency of the set o

	-ly adverbs Adjectives with the suffix – ly to modify into adverbs. Express time, place or cause. Indicate degrees of possibility Linking across paragraphs	adverb – often) <u>Fortunately</u> , it didn't rain. (modifying clause – it didn't rain) bravely, loudly then, next, soon, therefore perhaps, surely later, nearby,	Yr 2 Yr 3 Yr 5	
	Using adverbs of time, place and number.	secondly	Yr 5	
Adverbial Phrases	A phrase (group of words) that modifies the meaning of a verb or clause. It explains how, where or when something happens. It DOES NOT contain a verb.	The teacher screamed <u>in</u> <u>front of the</u> <u>mirror</u> . The squirrel climbed <u>at the</u> <u>break of day</u> .	Yr 4	Fronted adverbials Frequency Operation Time where
	Fronted Adverbials Adverbial phrases/adverbs that begin a sentence followed by a comma.	<u>Carefully</u> , the frog jumped. <u>In the deep,</u> <u>dark jungle</u> , the lion prowled.		Correct H
	Fronted Adverbial Clause Adverbial clauses that begin a sentence followed by a comma. They contain a verb.	<u>After she had</u> <u>eaten</u> , she brushed her teeth.		
Preposition	Words that show a noun's relationship to another word in the sentence. They indicate the position of something.	behind, throughout, on, into	Yr 3	N/A

Prepositional Phrase Conjunction	A phrase (group of words) built around a preposition. Prepositional phrases can act both as adjectives and adverbs and is considered a type of adverbial phrase. Words that join together phrases or clauses.	The sweet potatoes <u>in</u> <u>the vegetable</u> <u>bin</u> are rotten. (acting as an adjective) <u>Before class</u> , Josh went for a walk. (acting as an adverbial) when, because, if,	Yr 4	N/A Co-ordinating Conjunctions
	They should NOT be referred to as connectives. <i>Co-ordinating Conjunctions</i> Conjunctions that join main clauses (sentences). Create a compound sentence. <i>Subordinating Conjunctions</i>	so, while, after, and, but, or for, and, nor, but, or, yet, so	Yr 2 Yr 2	FANBOYS For And Nor But Or Yet So
	Conjunctions that show cause and effect. They are used to join a main clause and a subordinate clause. Create a complex sentence.	e.g. since, until, before, when, as, if		Since Until Because When Before Where Where After Although
Subordinate Clause	A clause that is dependent of a main clause. Must contain a verb. These often begin with a subordinating conjunction. This clause does not make sense on its own.	The frog jumped <u>because the</u> <u>boy splashed</u> <u>the water.</u> <u>Before</u> <u>washing his</u> <u>hands</u> , the boy found some soap.	Yr 3	N/A
	Can also begin with -ed or - ing words.	<u>Running</u> <u>through the</u> <u>forest</u> , the boy fell.	For Reference	
Relative Clause	A type of <u>subordinate</u> <u>clause</u> that begins with a relative pronoun.	There are 7 Relative Pronouns: who, whom, whose, which, where, when, that	Yr 5	

	Commas are used to mark the clause when it comes at the beginning or in the middle of the sentence.	The dog, <u>who</u> <u>was barking</u> , jumped up at the window.		Relative Pronouns Who Whose Which Where When THAT! Relative pronoun song
Simile	A figure of speech that compares two things by using the words 'like' or 'as'.	White as a ghost. Swims like a fish.	For Reference	N/A
Metaphor	A figure of speech that describes a place, subject or object as something unlikely and not literal.	Drowning in debt. The world is a stage.	For Reference	N/A

Tenses and Voices

	Feature	Definition	Example	Year Group (Curriculum Guidelines)	Picture Clue / Misconceptions
OICES	Simple Tense	A verb is used in its present or past form without any other verbs modifying it.	Jane <u>works</u> hard. (present)	Yr 2	Simple tense
TENSES & VOICES		Contains a subject and verb. Can also contain an object but doesn't have to.	Bill <u>jogged</u> to school. (past)		SVO
TENS			l ate. (past)		Subject Verb Object (noun) (x1) (noun)
	Progressive Tense	Used to describe actions happening over a period of time. The verb (always in its present tense with a suffix of -ing) is accompanied by a 'to be' verb.	am, are, is + verb-ing (present) was, were + verb-ing (past)	Yr 2	Progressive tense is are were
		<i>Progressive Verbs</i> Refers to the verbs used to indicate the progressive tense.	I <u>am walking</u> home. (present) Dave <u>was</u> <u>eating</u> an apple. (past)		are were am was
	Perfect Tense	Used to describe actions that are/have been completed. The verb (always in its past tense) is accompanied by a 'have' verb. <i>Perfect Verbs</i> Refers to the verbs used to indicate the perfect tense.	have, has + past verb (present) had + past verb (past) I <u>have eaten</u> cake. (present) They <u>had</u> <u>danced</u> all night.	Yr 3	Perfect tense had has have
	Perfect Progressive Tense	A combination of both the progressive and perfect tenses. Used to describe actions happening over a period of time and are/have been completed. The verb (always in its present tense with a suffix of –ing) is accompanied by a 'have' verb and the 'to be' verb - been.	have, has + 'to be verb' + verb-ing (present) had + 'to be verb' + verb- ing (past) It <u>has been</u> raining. (present)	For Reference	N/A

		Sue <u>had been</u> <u>practising</u> for an hour when I called. (past)		
Active Voice	A sentence in which the subject <i>actively</i> performs the verb.	Jane caught the ball. Mum baked a cake yesterday.	Yr 6	AKA Simple tense Subject Verb Object (noun) (x1) (noun)
Passive Voice	A sentence in which the subject is performing the verb, but it is <i>passively</i> having something done to it. i.e. The object is having something done to it by the subject.	The ball was caught by Jane. A cake was baked by Mum yesterday.	Yr 6	Passive voice Output of the series of the s

Punctuation

			Functuation	Year Group	Picture Clue / Misconceptions
	Feature	Definition	Example	(Curriculum Guidelines)	Tretare clue / Wisconceptions
PUNCTUATION	Capital Letter	Used to begin a sentence, important words in titles, proper nouns and acronyms.	Monday, I, Sarah, R.S.P.C.A.	Yr 1	N/A
PUNCT	Full Stop	Used at the end of a sentence and abbreviations. If an abbreviation ends a sentence a second full stop is not required.	Dec. = December	Yr 1	N/A
	Comma	Used: to separate items in a list	I would like cheese, lettuce and tomato.	Yr 2	
		after a fronted adverbial (see fronted adverbial)	In the forest, I ran for my life.	Yr 4	
		after a reporting clause when beginning speech	Jane said, "Hello."	Yr 4	N/A
		to clarify meaning or avoid ambiguity	Let's eat Grandma. Let's eat, Grandma.	Yr 5	
		<i>to show parenthesis</i> see parenthesis	The teacher, <u>a young</u> <u>woman</u> , taught the class.	Yr 5	
	Apostrophe	Used: to show contraction	can't, she's, I'll	Yr 2	<i>Misconception:</i> There are times when you need to add 's to a noun
		to show singular possession Belongs to a singular noun. Add an apostrophe and – s	Liam = Liam's hat. Cat = The cat's hat. Pupils' = The pupils' coats. Jess = Jess's hat.	Yr 2	ending in 's'. If the noun ends in 's' you may only need to add an apostrophe. However, if you add the 's' sound to a noun ending in 's' you also need to add an 's'.
		to show plural possession Belongs to a plural noun. Add just an apostrophe if it ends in –s (add an apostrophe and –s if the plural noun does not end in –s)	Actresses = The two actresses' roles. Guys = The guys' night out. Children = The children's slide.	Yr 4	
	Exclamation Mark	Used to show emotion, emphasis or surprise. Can be used at the end of a statement,	That is amazing! (statement)	Yr 1	N/A

Command or exclamation. Go awayi (command) Yr 1 Question Mark Used at the end of a sentence to show a direct or rhetorical question. Will you go with me? Yr 1 Inverted Commas Used at the end of a sentence to show a direct or rhetorical question. Will you go with me? Yr 1 Inverted Commas Used to show direct reporting what someone says without quoting them directly (no "" required). "I am hungry" Yr 3 only required to reporting what someone says without quoting them directly (no "" required). Writing Direct Speech: Indirect speech, its reporting what someone says without quoting them directly (no "" required). "I am so hungry." said Jane. "I am so hungry." said Jane. "I am so hungry." required to in the midle of the line. "I am so hungry." said Jane. "I am so hungry." said Jane. The top hoding." I. C for reporting date from tell comma is required atter. if ending speech. It begins with a line reporting clause is in the midle of the same speaker's speech it begins with a low case. "I am so hungry." said Jane. "I don't like sush." It be reporting clause is in the midle of the same speaker's speech." full stop. To i lifer diagone (inside metal comma is required atter. If ending in a . followed by "and capital letter or end in a . followed by "and capital letter. Yr 4 Ellipsis Used when missing word or phrase hards comma of endong sameses, or thool, sameses, or			Convert]
Outestion Mark Used at the end of a sentence to show a direct or rhetorical question. Will you go with me? Yr 1 N/A Inverted Commas Used to show direct speech. "I am hungry" Yr 3 only required to the told his friends how excited he was. Yr 1 N/A Inverted Commas Used to show direct speech. "I am hungry" Yr 3 only required to the told his friends how excited he was. Yr 4 Interdisect the recording clause only required to the told here not b key looking". Writing Direct Speech: Change in speaker = new line. "I am so hungry," said Jane. "I am so hungry," said Jane. Yr 4 Reparting Clause If beginning speaker, it begins with a capital letter and a commais required after. If ending speech, it begins with a capital letter and a commais required after. If ending speech, it begins with a lower case letter and lower case letter or end in a, followed by "mad capital letter. Yr 4 It is wat 11 am going to get." "Aftight," Jane's sister said, "I's diagusting!" Yr 4 Select wat all begins with a lower case letter or end in a, capital letter. Select show in a capital letter. Yr 4 Ellipsis Used when missing a word or phrase and to capital letter. Scientists have estimated that humans share \$9.2% of their DNA with chinganzees, or thoody. Yr 6					
Question Mark Used at the end of a sentence to show a direct or hetorical question. Will you go with me? Yr 1 N/A Inverted Commas Used at the end of a sentence to rhetorical question. "I am hungry" Yr 3 N/A Inverted Commas Used to show direct speech. "I am hungry" Yr 3 Improve the to the books "band and Interest prove the to speech the uses. "I am bungry" we code to keep books", "Band and I am commas, 2 or staff diatage "" used Improve to keep books", "Band and I am commas, 2 or staff diatage I am so hungry," said lane. "I am so hungry," said lane. Improve to keep books", "Band and I am so hungry," said lane. Improve to keep books", "Band and I am so hungry," said lane. "I am so hungry," said lane. Improve to keep books", "Band and I am so hungry," said lane. Improve theorem and and I am so hungry," said lane. "I am so hungry," said lane. "I am so hungry," said lane. If the reporting clause I am so hungry," said lane. "I am so hungry," said lane. "I am so hungry," said lane. "I am so hungry," said lane. If the reporting clause I am so hungry," said lane. "I am so hungry," said lane. "I am so hungry," said lane. "I am so hungry," said lane. If the reporting clause the diagone (match I am so hungry," said lane. "I am so hungry," said lane. "I am so hungry," said lane. "I am so hungry," said lane. If the reporting clause the lane.		cholamation	(command)		
Question Mark Used at the end of a sentence to show a direct or rhetorical question. Will you go with me? Yr 1 N/A Inverted Commas Used to show direct speech. "I am hungry" Yr 3 only required to learn how excited he was. Yr 4 N/A Inverted Commas Used to show direct speech. "I am so hungry" Yr 3 only required to learn how excited he was. Yr 4 Inverted comma Writing Direct Speech is reporting what someone says without quoting them directly (no " " required). "I am so hungry," said ane. Yr 4 Inverted comma Writing Direct Speech; Ine. "I am so hungry," said ane. "I am so hungry," said ane. Yr 4 Interdirect speech is required after. If ending speech, it begins with a capital letter and a comma is required after. If ending speech, it begins with a full stop is required after. If the reporting clause speech, it begins with a lower-case letter and a in a, followed by " and capital letter. Yr 4 Sitt seech - first laft at a directore twosi, and comma is required after. If the reporting clause that is what 1 am going to get." "Arright, 'I ane 'S sister said, 'I' will order my own." Yr 4 Sitt seech. That aft a later acce there and can be a direct speech is going to get." "Arright, 'I ane 'S sister said, 'I' will order my own." Yr 4 Sitt seech. The inflat after a field speech in a , followed by " and capital letter. Scientists have morder my own."			-		
Mark sentence to show a direct or hebroidal question. N/A Inverted Commas Used to show direct speech. "I am hungry" Yr 3 Indirect speech (aka reporting that someone says without gouing them directly (no "" required). "I am so hungry," said Jane. Yr 3 Writing Direct Speech. "I am so hungry," said Jane. "I am so hungry," said Jane. "I am so hungry," said Jane. Writing Direct Speech. "I am so hungry," said Jane. "I am so hungry," said Jane. "I am so hungry," said Jane. Writing Direct Speech. Change in speaker = new line. "I am so hungry," said Jane. "I am so hungry," said Jane. Yr 4 Writing Direct Speech. The begins with a capital letter and a comma is required after. If engliss with a lower-case letter and full stop is required after. If engliss with a lower-case letter and a full stop is required after. If engliss with a lower-case letter and a full stop is required after. If englis with a lower-case letter and a full stop is required after. If engliss with a lower-case letter and a full stop is required after. If englis with a lower-case letter and a full stop is required after. If engliss with a lower-case letter and a full stop is required after. If engliss with a lower-case letter and a full stop is required after. If engliss with a lower-case letter or end in a followed by "then lower case letter or end line a, followed by "and a capital letter. Yr 4 Yr 4 Ellipsis Used when missing a word or phrase and to			(exclamation)		
Mark sentence to show a direct or hetorical question. N/A Inverted Commas Used to show direct speech. "I am hungry" Yr 3 Indirect speech (aka reporting that someone says without quoting them directly (no "" required). "I am so hungry," said Jane. Yr 3 Writing Direct Speech. "I am so hungry," said Jane. "I am so hungry," said Jane. Scientists have "Met too. I am famished!" replied her sister. Yr 4 Writing Direct Speech. Change in speaker = new line. "I am so hungry," said Jane. Yr 4 Reporting datage load direct speech "Met too. I am famished!" replied her sister. I begins with a comma is required after. If explicit litter and a comma is in required after. If explicit all speins with a lower case letter and a comma is in the middle of the same speaker's speech. it begins with a lower case letter and a nother case in the middle of the same speaker's speech. Yr 4 Begins with a lower case letter and a nother case in the middle of the comma data and a settore in a followed by "then lower case letter or end in a followed by "then lower case letter or end in a followed by "then lower case letter or end after and a a foll settore is star said, "I'' will order my own." Yr 4 Ellipsis Used when missing a word or phrase and to express hesitation, changes or mood, suspense, or thoughts Scientists have estimated that humans share 98.2% of the ID NA with chimage each of comma)					
Mark sentence to show a direct or hetorical question. N/A Inverted Commas Used to show direct speech. "I am hungry" Yr 3 Indirect speech (aka reporting that someone says without quoting them directly (no "" required). "I am so hungry," said Jane. Yr 3 Writing Direct Speech. "I am so hungry," said Jane. "I am so hungry," said Jane. Scientists have "Met too. I am famished!" replied her sister. Yr 4 Writing Direct Speech. Change in speaker = new line. "I am so hungry," said Jane. Yr 4 Reporting datage load direct speech "Met too. I am famished!" replied her sister. I begins with a comma is required after. If explicit litter and a comma is in required after. If explicit all speins with a lower case letter and a comma is in the middle of the same speaker's speech. it begins with a lower case letter and a nother case in the middle of the same speaker's speech. Yr 4 Begins with a lower case letter and a nother case in the middle of the comma data and a settore in a followed by "then lower case letter or end in a followed by "then lower case letter or end in a followed by "then lower case letter or end after and a a foll settore is star said, "I'' will order my own." Yr 4 Ellipsis Used when missing a word or phrase and to express hesitation, changes or mood, suspense, or thoughts Scientists have estimated that humans share 98.2% of the ID NA with chimage each of comma)					
Mark sentence to show a direct or hetorical question. N/A Inverted Commas Used to show direct speech. "I am hungry" Yr 3 Indirect speech (aka reporting that someone says without quoting them directly (no "" required). "I am so hungry," said Jane. Yr 3 Writing Direct Speech. "I am so hungry," said Jane. "I am so hungry," said Jane. Scientists have "Met too. I am famished!" replied her sister. Yr 4 Writing Direct Speech. Change in speaker = new line. "I am so hungry," said Jane. Yr 4 Reporting datage load direct speech "Met too. I am famished!" replied her sister. I begins with a comma is required after. If explicit litter and a comma is in required after. If explicit all speins with a lower case letter and a comma is in the middle of the same speaker's speech. it begins with a lower case letter and a nother case in the middle of the same speaker's speech. Yr 4 Begins with a lower case letter and a nother case in the middle of the comma data and a settore in a followed by "then lower case letter or end in a followed by "then lower case letter or end in a followed by "then lower case letter or end after and a a foll settore is star said, "I'' will order my own." Yr 4 Ellipsis Used when missing a word or phrase and to express hesitation, changes or mood, suspense, or thoughts Scientists have estimated that humans share 98.2% of the ID NA with chimage each of comma)	Question	Used at the end of a	Will you go with me?	Yr 1	
direct or netorical question. "I am hungry" Yr 3 only required to learn " use Inverted Commas Used to show direct speech. "I am hungry" Yr 3 only required to learn " " use Indirect speech (aka reporting what someone says without quoting them direct((no " " required). He told his friends how excited he was. Yr 3 only required to learn " " use Writing Direct Speech: Change in speaker = new line. "I am so hungry," said Jane. "I am so hungry," said Jane. Sale apoch_first biologic " and some direct of required to reguired after. I field her sister. Reporting Clause If begins with a capital full stop is required after. If the reporting datase in the middle of the same speaker's speech it begins with a lower case letter and a comma is in chaine word of oreign speech, it begins with a followed by " then lower case letter and a capital letter. Yr 4 Ellipsis Used when missing a word or phrase and to express hesitation, changes of mood, suppense, or thoughts Scientists have estimated that			,		N1/A
Inverted Commas Used to show direct speech. "I am hungry." Yr 3 only required to learn " use Indirect speech (aka reporting what someone says without quoting them directly (no " " required). He told his friends how excited he was. Yr 3 only required to learn " " use Direct speech (loss it's a normal)." ''I am so hungry." required. "I am so hungry." said Jane. "I am so hungry." said Jane. The C for popring data (longue (inside her sister. ''Reporting Clause If begins with a capital letter and a comma is full stop is required after. If the reporting clause is in the middle of the same speaker's speech it begins with a lower case letter and a comma is full stop is required after. If the reporting clause is in the middle of the same speaker's speech it begins with a lower case letter and a comma is in down the her said. "It's ame speaker's speech it begins with a lower case letter and a comma is in the middle of the same speaker's speech it begins with a lower case letter and a comma is in the middle of the same speaker's speech it begins with a lower case letter and a comma is in the middle of the same speaker's speech it begins with a lower case letter and a comma is in the middle of the same speaker's speech it begins with a lower case letter and a can either end in a , followed by " and a capital letter. Yr 4 Self appech_model back_comma is in the middle of the same speaker's speech it begins with a lower case letter or end in a , followed by " and a capital letter. Self with a lower case is metter downey is a comma is is a full appech comma is is comma is a followed by " and a capital letter. Self with a lower followed is a full appech is a full dappe (riside is word or	WICHK	direct or rhetorical			N/A
And the second secon					
Community "We need to keep looking," Rishald sud. Indirect speech (aka reported speech) is reporting what someone says without quoting them directly (no "" required). He told his friends how excited he was. "" use "I am so hungry," required). "I am so hungry," said Jane. "I am so hungry," said Jane. "I am so hungry," said Jane. "Writing Direct Speech: Ine. "I am so hungry," said Jane. "I am so hungry," said Jane. "I am so hungry," said Jane. "Writing Direct Speech: Ine. "We too. I am famished!" replied her sister. Yr 4 Reporting Clause If beginning speech, it begins with a comma is required after. If ending speech, it begins with a lower-case letter and a full stop is required after. Yr 4 Stat seech - first haf not a full sectore (not full stop) is required after. The sister said. "It's disgusting!" Yr 4 Stat seech - first haff aft full stop is required after. "Maybe, sushinow, so that is what I am going to get." Yr 4 I begins with a lower case letter and can either end in a , followed by " and capital letter. Scientists have estimated that humans share 98.2% of their DNA with changes of mood, suspense, or thong that of splat speech (indig in for splat conter of ablogue (maste inverted commas) Scientists have estimated that humans share 98.2% of their DNA with chimpanzees.	Inverted		"I am hungry"	_	
Indirect speech (aka reported speech) is reporting what someone says without quoting them directly (no " " required). He told his friends how excited he was. Iearn " " use I. C. for segming of allogue metted comms? Or lafter datague (inside metted comms?) Writing Direct Speech: Change in speaker = new line. "I am so hungry." said Jane. "I am so hungry." said Jane. Separation of allogue metted comms? <i>Writing Direct Speech:</i> Change in speaker = new line. "I am so hungry." said Jane. "I am so hungry." said Jane. Separating dataset and of reporting dataset "Me too. I am famished!" replied her sister. <i>Reporting Clause</i> If beginning speech, it begins with a capital letter and a comma is not full sop is required after. If ending speech, it begins with a lower-case letter and a full stop is required after. If ending speaker, if the reporting clause is in the middle of the same speaker's speech it begins with a lower case in the middle of the same speaker's speech it begins with a lower case in the middle of the same speaker's speech it begins with a lower case in the fiddle of the same speaker's speech it begins with a lower case in the fiddle of the same speaker's case letter or end in a . followed by " then lower case letter or end in a . followed by " than lower case letter or end in a . followed by " than lower case letter or end in a . followed by " than lower case letter or end in a . followed by " than lower case letter or end in a . followed by " than lower case letter or end in a . followed by " than lower case letter or end in a . followed by " than lower case letter or end in a . followed by " than lower case letter or end in a . followed by " than lower case letter or end in a . followed by " and capital letter. Yr 6 sclast sth	Commas	speecn.		•	
reported speech) is reporting what someone says without quoting them directly (no " " required). how excited he was. " " use 8. No C. for importing datage (unless it's a comma, 2 or 1 and dialogue (inside comma, 2 or 1 and dialogue (inside comma 2 or porting datage is in the speech it begins with a capital letter and a comma is in the middle of the same speaker's speech, if the reporting clause is in the middle of the same speaker's speech if beginning speech, it guing to prevent a comma is in the middle of the same speaker's speech in a followed by " and capital letter. Yr 4 Sitt speech - first half of spit speech in the middle of the same speaker's speech in the middle of the same speaker's speech in the middle of the same speaker's speech in a followed by " and capital letter. Yr 4 Ellipsis Used when missing a word or phrase and to express hesistion, changes of mood, suspense, or thoughts Scientists have estimated that humans share 98.2% of their DNA with chimpances Yr 6		Indirect speech (aka	He told his friends	=	
Image: start in the start			how excited he was.		
says without quoting them directly (no " " required). "I am so hungry," said Jane. [5. rull stop at end of reporting clause Writing Direct Speech: Change in speaker = new line. "I am so hungry," said Jane. "I am so hungry," said Jane. Reporting Clause If begins with a capital letter and a comma is in the middle of the same speaker's speech it begins with a lower-case letter and a full stop is required after. "Wath should we get?" asked Jane. Yr 4 Salt saech - Inst half not a full sentence 'I don't like sushi," "I don't like sushi," Thereof and a full sentence 'I show is had, "ada full sentence 'I show is had," ta full sentence 'I show is had, "ada full sentence 'I show is had," ta full sentence 'I show is had, "ada full sentence 'I show is had," ta full sentence 'I show is had, "ada full sentence 'I show is had," ta full sentence 'I show is had, "ada full sentence 'I show is had," ta full sentence 'I show is had, "ada full sentence 'I show is had," ta full sentence 'I show		,			4. Comma, ? or ! after dialogue (inside
required). "I am so hungry." said Jane. "I am so hungry." said Jane. Beparing Gause then direct speech. Change in speaker = new line. "Writing Direct Speech: Change in speaker = new line. "I am so hungry." said Jane. "I am so hungry." said Jane. "I am so hungry." said Jane. "Reporting Clause If begins with a capital letter and a comma is required after. If ending speech, it begins with a full stop is required after. If the reporting clause in the middle of the same speaker's speech it begins with a lower case letter and a full stop is required after. If the reporting clause is in the middle of the same speaker's speech it begins with a lower case letter and a nower. case letter or end in a , followed by " then lower case letter or end in a , followed by " and capital letter. Yr 4 Ellipsis Used when missing a word or phrase and to express hesitation, changes of mood, supense, or thoughts Scientists have estimated that humans share 98.2% of their DNA with chimpanzees. Yr 6					
Writing Direct Speech: Change in speaker = new line."I am so hungry," said Jane. "Me too. I am famished!" replied her sister.Reporting clauseReporting clauseReporting Clause If beginning speech, it begins with a capital letter and a comma is required after. If ending speech, it begins with a lower case letter and a full stop is required after.Yr 4Salid spech-first half not a full sentence trooms?If the reporting clause is in the middle of the is and speck speck is begins with a lower case letter and a in a , followed by " and a capital letter.Yr 4EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.22% of their DNA with changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.22% of their DNA with chimpanzees.					
Writing Direct Speech: Change in speaker = new line."I am so hungry," said Jane. "Me too. I am famished!" replied her sister.Reporting Clause"I am so hungry," said Jane. "Me too. I am famished!" replied her sister.Vr 4Reporting Clause If begins with a capital letter and a comma is required after. If ending speech, it begins with a lower case letter and a comma is in the middle of the same speaker's speech it begins with a lower case letter and ca either end in a , followed by " and a capital letter.Yr 4EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.22% of their DNA with changes of mood, suspense, or thoughtsYr 6		required).			Reporting clause then direct speech
Writing Direct Speech: Change in speaker = new line.said Jane. "Me too. I am famished!" replied her sister.2. Comma at end of reporting clause inverted commas)Reporting Clause If beginning speech, it begins with a capital letter and a comma is required after. If ending speech, it begins with a lower case If full stop is required after."What should we get?" asked Jane. "Maybe, sushi?" How result and the submit of in the middle of the same speaker's speech it begins with a lower case letter and can either end in a , followed by " and a capital letter.Yr 4EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 982.2% of their DNA with chimpanzees.Yr 6			"Lam so hungry"		
Change in speaker = new line."Me too. I am famished!" replied her sister."Me too. I am famished!" replied her sister.Reporting Clause If beginning speech, it begins with a capital letter and a comma is required after. If ending speech, it begins with a close statist in the middle of the same speaker's speech it begins with a lower case letter and can either end in a, followed by " then lower case letter or end in a. followed by " and a capital letter.Yr 4Salt speech - first half not a full sentence T know, Rahdi said, "but we need to keep Wolf".EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that human share 98.2% of their DNA with chimpanzees.Yr 6		Writing Direct Speech:	•		2. Comma at end of reporting clause
Ine.famished!" replied her sister.Reporting Clausefamished!" replied her sister.Reporting Clause"What should we get?" asked Jane. "Maybe, sushi?" "I don't like sushi?" "I don't like sushi?" "I don't like sushi?" "I don't like sushi?" I don't like sushi?" Jane replied, "Well I farcy sushi now, so ti the reporting clause is in the middle of the same speaker's speech it begins with a lower case letter and a canma to a comma is the reporting clause is in the middle of the same speaker's speech it begins with a lower case letter or end in a , followed by " then lower case letter or end in a . followed by " and capital letter.Yr 4EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.2% of their DNA with chimpanzees.Yr 6					
Her sister.Yr 4Reporting Clause If beginning speech, it begins with a capital letter and a comma is required after. If ending speech, it begins with a lower-case letter and a full stop is required after."Maybe, sushi?" "I don't like sushi," her sister said. "It's disgusting!" Jane replied, "Well I fancy sushi now, so that is what I am going to get." "Alright," Jane's sister said, "I will order my own."Solit speech - first half not a full sentence "I know," saturd said, "but we need to keep looking."Isourc-case letter and a full stop is required after. If the reporting clause is in the middle of the same speaker's speech it begins with a lower case letter and can either end in a , followed by " then lower case letter or end in a . followed by " then lower case letter.Yr 4EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.2% of their DNA with chimpanzees.Yr 6			famished!" replied		5. Full stop, ? or ! after dialogue (inside
If beginning speech, it begins with a capital letter and a comma is required after. If ending speech, it begins with a lower-case letter and a full stop is required after. If the reporting clause is in the middle of the same speaker's speech it begins with a lower case letter and can either end in a , followed by " then lower case letter or end in a . followed by " and a capital letter.get?" asked Jane. "Maybe, sushi?" "I don't like sushi," her sister said. "It's disgusting!" Jane replied, "Well I fancy sushi now, so that is what I am going to get." "Alright," Jane's sister said, "I will order my own."Split speechfirst half of split speech (made inveted commas)Split speechfirst half is a full sentence "I know," fashid said, "but we need to keep lowing" that is what I am going to get." "Alright," Jane's sister said, "I will order my own."Yr 4Split speechfirst half is a full sentence "I know," fashid said. "but we need to keep lowing" that is what I am going to get." "Alright," Jane's sister said, "I will order my own."Yr 4Split speechfirst half is a full sentence "I know," fashid said. "but we need to keep lowing"Split speechfirst half is a full sentence "I know," fashid said. "but we need to keep lowing"EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.2%Yr 6 estimated that humans share 98.2%					inverted commasy
begins with a capital letter and a comma is required after. If ending speech, it begins with a lower-case letter and a full stop is required after. If the reporting clause is in the middle of the same speaker's speech it begins with a lower case letter and can either end in a , followed by " then lower case letter or end in a . followed by " and a capital letter."Maybe, sushi?" " (don't like sushi," her sister said. "It's disgusting!" // hard speech (inde inverted commas)Threw need to keep lower, case (msde inverted commas)EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughts"Scientists have estimated that humans share 98.2%Yr 6				Yr 4	
EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsUsed when missing a word or phrase and to express.Scientists have estimated that Yr 6Vr 6EllipsisUsed when missing a word or phrase and to express.Scientists have estimated that humans share 98.2% of their DNA with chimpanzees.Yr 6			-		
Image: sec: sec: sec: sec: sec: sec: sec: se			-		looking."
Speech, it begins with a lower-case letter and a full stop is required after. If the reporting clause is in the middle of the same speaker's speech it degins with a lower case letter and can either end in a , followed by " then lower case letter or end in a . followed by " and a capital letter.disgusting!" Jane replied, "Well I fancy sushi now, so that is what I am going to get." "Alright," Jane's sister said, "I will order my own."Yr 4Commas (nside inverted commas)EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.2% of their DNA with chimpanzees.Yr 6			-		2. CL for beginning of dialogue
I lower-case letter and a full stop is required after. If the reporting clause is in the middle of the same speaker's speech it begins with a lower case letter and can either end in a , followed by " then lower case letter or end in a . followed by " and a capital letter.Jane replied, "Well I fancy sushi now, so that is what I am going to get." "Alright," Jane's sister said, "I will order my own."Yr 4Image: the followed lower (inside inverted commas)Split speech - first half is a full sentence '' throw it's hard," Rashid said. "We just need to keep looking." I. Inverted commas)Split speech - first half is a full sentence ''' throw it's hard," Rashid said. "We just need to keep looking." I. Inverted commas)EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.2%Yr 6					(inside inverted commas)
In the second stateTancy such in Now, So that is what I am going to get."Is is					name)
In the reporting clude is in the middle of the same speaker's speech it begins with a lower case letter and can either end in a , followed by " then lower case letter or end in a . followed by " and a capital letter.Interter switch and is a full sentence order my own."Yr 4EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.2% of their DNA with chimpanzees.Yr 6		full stop is required after.	fancy sushi now, so		
same speaker's speech it begins with a lower case letter and can either end in a , followed by " then lower case letter or end in a . followed by " and a capital letter."Alright," Jane's sister said, "I will order my own."Yr 4Split speech first half is a full sentence "I know it's hard," Rashid said. "We just need to keep looking."EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.2% of their DNA with chimpanzees.Yr 4					
begins with a lower case letter and can either end in a , followed by " then lower case letter or end in a . followed by " and a capital letter.sister said, "I will order my own."Yr 4Split speech - first half is a full sentence "I know it's hard," Rashid said. "We just need to keep looking." I. Inverted commas 2. C. tor beginning of dialogue 3. Comma, ? or 1 after first half of split speech (inside inverted commas)EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.2% of their DNA with chimpanzees.Yr 6					inverted commas)
InstructionInstructionInstructionIn a , followed by " then lower case letter or end in a . followed by " and a capital letter.order my own."InstructionIn a . followed by " and a capital letter.order my own."InstructionInstructionIn a . followed by " and a capital letter.order my own."InstructionInstructionIn a . followed by " and a capital letter.order my own."InstructionInstructionIn a . followed by " and a capital letter.order my own."InstructionInstructionIn a . followed by " and a capital letter.order my own."InstructionInstructionIn a . followed by " and a capital letter.order my own."InstructionInstructionIn a . followed by " and a capital letter.order my own."InstructionInstructionIn a . followed by " and a capital letter.order my own."InstructionInstructionIn a . followed by " and a capital letter.order my own."InstructionInstructionIn a . followed by " and a capital letter.order my own."InstructionInstructionIn a . followed by " and a capital letter.order my own."InstructionInstructionIn a . followed by " and a capital letter.InstructionInstructionInstructionIn a . followed by " and a capital letter.Scientists have estimated that humans share 98.2% of their DNA with chimpanzees.InstructionInstructionIn a . followed by " and a capital letter.Scienti			-	Vr 1	
in a , followed by " then lower case letter or end in a . followed by " and a capital letter.to keep looking." 1. Inverted commas 2. CL for beginning of dialogue 3. Comma, ? or ! after first half of split speech (inside inverted commas) 4. No CL for reporting clause (unless it's a name) 5. Full stop at end of reporting clause 6. Inverted commas 7. CL for start of dialogue 8. Full stop, ? or ! after dialogue (inside inverted commas)EllipsisUsed when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughtsScientists have estimated that humans share 98.2% of their DNA with chimpanzees.Yr 6		_		11 4	
Image: Second state of the second s			order my own.		to keep looking."
In a . followed by and a capital letter.speech (inside inverted commas)`4. No CL for reporting clause (unless it's a name)5. Full stop at end of reporting clause6. Inverted commas7. CL for start of dialogue8. Full stop, ? or ! after dialogue (inside inverted commas)8. Full stop, ? or ! after dialogue (inside inverted commas)8. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue (inside inverted commas) <tr< td=""><td></td><td>· · ·</td><td></td><td></td><td>2. CL for beginning of dialogue</td></tr<>		· · ·			2. CL for beginning of dialogue
capital letter.4. No CL for reporting clause (unless it's a name)5. Full stop at end of reporting clause5. Full stop at end of reporting clause6. Inc. for start of dialogue7. Inc. for start of dialogue8. Full stop, ? or ! after dialogue (inside inverted commas)8. Full stop, ? or ! after dialogue (inside inverted commas)8. Full stop, ? or ! after dialogue8. Full stop, ? or ! after dialogue (inside inverted commas)9. Full stop, ? or ! after dialogue98.2%9. Changes of mood, suspense, or thoughts98.2%9. Chimpanzees.98.2%		in a . followed by " and a			
Ellipsis Used when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughts Scientists have estimated that Yr 6 Full supple state Yr 6		capital letter.			
Ellipsis Used when missing a word or phrase and to express hesitation, changes of mood, suspense, or thoughts Scientists have estimated that Yr 6 Keynel State Yr 6 Scientists have estimated that Yr 6					5. Full stop at end of reporting clause
Ellipsis Used when missing a word or phrase and to estimated that Yr 6 express hesitation, changes of mood, suspense, or thoughts of their DNA with chimpanzees. Yr 6					7. CL for start of dialogue
word or phrase and to express hesitation, changes of mood, suspense, or thoughtsestimated that humans share 98.2% of their DNA with chimpanzees.					
word or phrase and to express hesitation, changes of mood, suspense, or thoughtsestimated that humans share 98.2% of their DNA with chimpanzees.	Ellincic	Used when missing a	Scientists have	Yr 6	
express hesitation,humans share 98.2%changes of mood,of their DNA withsuspense, or thoughtschimpanzees.	Lilihaia	_			
suspense, or thoughts chimpanzees.					
		_			
			chimpanzees.		
$-$ N/ Δ		trailing off.	ll soolles alays t		N/A
"I really don't understand this," he			-		
panted.					
			punceu		
Before l knew it, l			Before I knew it, I		
was surrounded			was surrounded		

Brackets	Can be used to show parenthesis.	The boat (<u>a wooden</u> <u>canoe</u>) won the competition.	Yr 5	N/A
Dash	Used: to show parenthesis	Her latest song – Wild Thoughts – was number one.	Yr 5	
	to mark the boundary between independent clauses.	She might come to the party - you never know.	Yr 6	
Hyphen	Used to join two or more words together to avoid ambiguity.	man eating shark man-eating shark recover re-cover They are used in any number from 21-99 e.g. twenty-one	Yr 6	<i>Misconception:</i> Children often ge confused between hyphens and dashes.
Bullet Points	Used to list information. If the text that follows the bullet point is not a proper sentence, it does not need to begin with a capital letter or end with a full stop. However, if you choose to begin one bullet point with a capital letter, they all should for consistency. To introduce a bullet pointed list, a main cluse MUST be used.	 text books scissors tray labels We will buy text books. I will borrow the scissors. You will laminate tray labels. You will need to bring the necessary equipment with you when camping: tent; sleeping bag; clothes; food. 	Yr 6	Misconception: Children often sta bullet pointed lists with something that is not a main clause. e.g. 'You need a range of ingredients such as:' Instead, this should be 'You need o range of ingredients:'
Colon	Used: <i>to introduce an item or</i> <i>list</i>	Ingredients:	Yr 6	
	between independent clauses when the second sentence explains, illustrates, paraphrases, or expands on the first sentence. The second sentence must be more significant than the first.	He got what he worked for: he really earned that promotion.	Yr 6	N/A
Semi-colon	Used: to mark the boundary between independent clauses	Call me tomorrow; you can give me an answer then.	Yr 6	N/A

the clauses should be related and of equal importance. A lower- case letter should be used after the semi- colon unless it is a proper noun.			
<i>in descriptive lists</i> Note: a semi-colon is needed before 'and'	At the circus we saw a clown juggling with swords and daggers; a lion who stood on a ball; a fire eater with flashing eyes; and an eight-year-old acrobat.	Yr 6	
within lists when commas are used within the items of the list	You should choose ham, chicken, or char-grilled vegetable sandwiches; cups of tea, Bovril, or coffee; or red wine.	Yr 6	

Spelling

	Feature	Definition	Example	Year Group
			-	(Curriculum Guidelines)
SPELLING	Root Word	A word in its simplest form, to which prefixes and suffixes can be added to change the meaning.	unemployment employ = root word un = prefix ment = suffix	Yr 1
SPI	Prefix	Letters added to the beginning of a word to modify its meaning. All prefixes hold meaning by themselves; however, they are not considered words. Learning the meaning of prefixes can help children with their comprehension of unknown words.	unhappy happy = root word un = prefix	Yr 1 'un-' Yr 3 Formation of nouns using a range of prefixes [for example super–, anti–, auto–] Yr 5 Verb prefixes [for example, dis– , de–, mis–, over– and re–]
	Suffix	Letters added to the end of a word to modify its meaning. All suffixes hold meaning by themselves; however, they are not considered words.	tasteless taste = root word less = suffix	Yr 1 Regular plural noun suffixes –s or –es [for example, dog, dogs; wish, wishes] Suffixes that can be added to verbs where no change is needed in the spelling of root words (e.g. helping, helped, helper) Yr 2 Formation of nouns using suffixes such as –ness, –er and by Compounding Formation of adjectives using suffixes such as –ful, –less Use of the suffixes –er, –est in adjectives and the use of –ly in Standard English to turn adjectives into adverb (A fuller list of suffixes can be found in the year 2 spelling section in English Appendix 1) Yr 5 Converting nouns or adjectives into verbs using suffixes [for example, –ate; –ise; –ify]
	Compound Word	A word containing two root words.	blackboard, daydream, outgrow, bone-dry	For Reference

Word	d Families	A group of words that are related to each other.		Yr 3
		Common root word.	help, helpful, helper	
		Common feature.	cat, mat, hat, pat	
Ar	ntonym	Two words with opposite meanings.	hot – cold	Yr 6
Sy	nonym	Two words with the same/similar meanings.	talk - speak	Yr 6
Hon	nophone	Two words that sound exactly the same but are spelled differently and have different meanings.	hear, here some, sum	Yr 2 Unique homophones for each year group. Check English - Appendix 1: spelling
Но	monym	Two words that are spelled and sound exactly the same but have different meanings.	Has he <u>left</u> yet? Yes – he went through the door on the <u>left</u> . The noise a dog makes is called a <u>bark</u> . Trees have bark.	<i>For Reference</i>
I	ldiom	A group of words which together do not hold their typical meanings.	over the moon = very happy	For Reference