

# Bradfield Primary School- Grammar & Punctuation Progression Document



Aspect	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Capital letters		Use full stops and capital letter mostly accurately (including proper nouns)	Use full stops and capital letter mostly accurately (including proper nouns)	Use full stops and capital letter mostly accurately (including proper nouns)	Use full stops and capital letter mostly accurately (including proper nouns)	Use full stops and capital letter mostly accurately (including proper nouns)	Use full stops and capital letter mostly accurately (including proper nouns)
Demarcate sentences		Demarcate sentences with capital letters, full stops.	Demarcate sentences with capital letters, full stops, question marks and exclamation marks.	Demarcate sentences with capital letters, full stops, question marks and exclamation marks.	Demarcate sentences with capital letters, full stops, question marks and exclamation marks.	Demarcate sentences with capital letters, full stops, question marks and exclamation marks.	Demarcate sentences with capital letters, full stops, question marks and exclamation marks.
Noun phrases		Noun phrases	Expanded noun phrases	To use expanded noun phrases to describe and specify.	To write effective expanded noun phrases.	Write sentences that contain effective expanded noun phrases.	Use expanded noun phrases to convey complicated information precisely.
Conjunctions		Subordinating conjunctions (but)  Co-ordinating conjunctions (But, or, and)	Subordinating conjunctions (when, if, then, but)  Co-ordinating conjunctions (But, or, and)	To extend sentences using a wider range of conjunctions including and, but and or. To extend sentences using a wider range of conjunctions including if, because, when and although. To write simple sentences.	write sentences with more than one clause by using a wider range of conjunctions that include when, if, because and although. To write simple sentences.	Use a range of coordinating conjunctions to write multi-clause (compound) sentences. Use a range of subordinating conjunctions to write multi-clause (complex) sentences.	Use a range of cohesive devices, including: pronouns, conjunctions, conjunctive adverbials, synonyms.
Commas			To use commas in lists.	To use commas in lists.	To use commas in lists	To use commas in lists To use commas to clarify meaning and avoid ambiguity.	To use commas in lists To use commas to clarify meaning and avoid ambiguity.

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Tenses		Past and present tense are consistent.	Past simple Past progressive Present simple Present progressive	Past simple Past progressive Present simple Present progressive Past perfect Present perfect	Write sentences in: Past simple Past progressive Present simple Present progressive Past perfect Present perfect	Write sentences in: Past simple Past progressive Present simple Present progressive Past perfect Present perfect  Write sentences that are consistent in their use of tense.	Write sentences in: Past simple Past progressive Present simple Present progressive Past perfect Present perfect  Write sentences that are consistent in their use of tense.
Verbs			To identify verbs and use verbs in their writing.	To identify verbs and use verbs in their writing.	Write sentences that use powerful verbs to create precise images.	Write sentences that use powerful verbs to create precise images.	Write sentences that use powerful verbs to create precise images.  Use the perfect form of verbs.
Speech			Understand how to use inverted commas.	Understand how to use inverted commas.	Understand how to use and punctuate direct speech.	Understand how to use and punctuate direct speech.  Incorporate the actions of the speaker when writing sentences that include direct speech.	Understand how to use and punctuate direct speech.  Incorporate the actions of the speaker when writing sentences that include direct speech.
Verbs & Adverbials			To use adverbs.	To use adverbs. Use a fronted adverbial to show when, where or how something happened.	To use adverbs. Use commas after fronted adverbials.	To use adverbs. Write sentences that begin with a fronted adverbial.	To use adverbs. Write sentences that begin with a fronted adverbial, and

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Headings and subheadings			To use headings and subheadings when presenting and structuring writing.	To use headings and subheadings when presenting and structuring writing.	To use headings and subheadings when presenting and structuring writing.	To use headings and subheadings when presenting and structuring writing.	To use headings and subheadings when presenting and structuring writing.
Apostrophes			Apostrophe for omission and possession.	Apostrophe for omission and possession.	Use the apostrophe to indicate possession with both singular and plural nouns. Apostrophe for omission.	Write sentences that contain possessive apostrophes (both plural and singular). Apostrophe for omission.	Write sentences that contain possessive apostrophes (both plural and singular). Apostrophe for omission.
Phrases and clauses				To identify the difference between a phrase and a clause.	To identify the difference between a phrase and a clause.	To identify the difference between a phrase and a clause.	To identify the difference between a phrase and a clause.
Paragraphs				To group sentences and ideas into paragraphs.	Organise paragraphs around a theme.	Organise paragraphs around a theme.	Organise paragraphs around a theme.

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Figurative language				Write effective similes.	Write effective similes.	Write effective similes.	Use and identify figurative language.
Prepositions				Use prepositions to show a relationship, typically in terms of place or time, between two or more things, people or events.	Use prepositions to show a relationship, typically in terms of place or time, between two or more things, people or events.	Use prepositions to show a relationship, typically in terms of place or time, between two or more things, people or events.	Use prepositions to show a relationship, typically in terms of place or time, between two or more things, people or events.
Determiners				Understand how to identify and use the correct determiner, 'a' or 'an', before a word.	Understand how to identify and use the correct determiner, 'a' or 'an', before a word.	Understand how to identify and use the correct determiner, 'a' or 'an', before a word.	Understand how to identify and use the correct determiner, 'a' or 'an', before a word.
Dictionary/ Thesaurus skills				Use the first two or three letters of a word to check its meaning and spelling in a dictionary.	Use the first two or three letters of a word to check its meaning and spelling in a dictionary.	Use the first two or three letters of a word to check its meaning and spelling in a dictionary.  Use a thesaurus to find words that have similar meanings.	Use the first three or four letters of a word to check its meaning and spelling in a dictionary.  Use a thesaurus to find words that have similar meanings.

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Pronouns				Avoid repetition in their writing by using nouns and pronouns.	Write sentences that avoid repetition by using nouns and pronouns to link ideas.	Write sentences that avoid repetition by using nouns and pronouns to link ideas.	Write sentences that avoid repetition by using nouns and pronouns to link ideas.
Proofreading				Proofread their work for spelling and punctuation errors.	Proofread for spelling, punctuation and grammar errors.	Proofread for spelling, punctuation and grammar errors.	Proofread for spelling, punctuation and grammar errors.
Sentence openers					To start sentences in a variety of interesting ways.	To start sentences in a variety of interesting ways.	To start sentences in a variety of interesting ways.
Active and passive voice						Write sentences in both the active and the passive voice.	Use the passive voice to affect the presentation of information within a sentence.

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Parenthesis						Use brackets, dashes and commas to indicate parenthesis.	Use brackets, dashes and commas to indicate parenthesis.
Relative clauses						Write sentences that contain relative clauses.	Write sentences that contain relative clauses.
Modal verbs						write sentences that include modal verbs to show degrees of possibility.	Write sentences that include modal verbs and adverbs to show degrees of possibility.
Semi-colons, colons, hyphens						write sentences that use a semi-colon to mark a boundary between two main clauses.	write sentences that use a semi-colon to mark a boundary between two main clauses. Use bullet points consistently. Use a colon to introduce a list. Use hyphens to avoid ambiguity with word meanings.

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'Be Your Best'

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Formal and informal language							recognise vocabulary and structures that are appropriate for formal speech and writing.
Precising							Write a précis of a passage in their own words by removing any unnecessary information and including only the key points.