



Introduction of key writing elements by year group

Reception	<ul style="list-style-type: none"> • Simple sentence with capital letter and full stop • Two simple sentences punctuated correctly
Year 1	<ul style="list-style-type: none"> • Sentence openers He, She, It, They, The • Sentences with time openers First, Next, Then, After, Finally • Sentence with manner openers Suddenly, As quick as a flash and use an exclamation mark • Question sentences using What, Will marked correctly with a question mark • Compound sentences joined with the conjunction 'and' (introduce as a coordinating conjunction)
Year 2	<ul style="list-style-type: none"> • Further time openers and manner openers • Commas in a list of adjectives for expanded noun phrases and nouns • Imperative verbs to start a sentence • Exclamative sentences using 'What' and 'How' e.g. What big teeth you have, Grandma!, How beautiful Cinderella looks in that dress! • Apostrophe for contraction • Conjunctions because, but, when, if, that, or, and (introduce as coordinating and subordinate conjunctions) • Use 'When' and 'If' as openers • Introduction of speech marks to mark dialogue
Year 3	<ul style="list-style-type: none"> • Rule of three: The boy opened his eyes, rolled over and realised that everything had changed. • Use a comma before but, so, or (know as coordinating conjunctions) • Use a comma after a fronted adverbial • Use a colon before a list (making sure there is an independent clause before the colon) in a set of instructions • Ellipsis for suspense • Use subordinating conjunctions in the middle to extend sentences • Use speech marks and comma or punctuation before the speech marks
Year 4	<ul style="list-style-type: none"> • Know difference between plural and possessive 's' • Apostrophe for possession (including plurals) • Use a comma to separate subordinate clause used at the beginning of a sentence • Short sentences for effect • Commas before coordinating conjunctions (FANBOYS) where the conjunction is used to join two independent clauses
Year 5	<ul style="list-style-type: none"> • Brackets for parenthesis • Embedded clauses marked with commas, dashes, brackets • Colons to introduce a list within a text • Subordinate conjunctions used in the middle and at the start of a sentence (comma to separate clauses when used at the beginning) • Relative clauses • Commas to avoid ambiguity: Let's eat, grandma. Let's eat grandma.
Year 6	<ul style="list-style-type: none"> • Semi-colon to mark items in a detailed list • Semi-colon to mark boundaries between independent clauses • Colons to introduce a list • Colons to mark boundaries between independent clauses • Single dash between clauses • Hyphens to avoid ambiguity

