Grammar Terminology and Punctuation – Year 1	Definitions and Examples
Personal pronoun	Personal pronouns represent things or people. **Examples:** I, you, she, he, it, we, they.
Word	A word is a unit of grammar: it can be selected and moved around relatively independently. Words are separated by spaces.
Sentence	A sentence is a group of <u>words</u> which are grammatically connected to each other. A sentence must have a subject and verb to be grammatically correct.
Singular	One noun. **Example:** one shark.
Plural	Plural means 'more than one'. Usually, a suffix 's' or 'es' is added to a noun to make it plural. **Example:** dogs or churches. There are a few nouns with different plurals. **Example:** mice.
Letter	A character representing one or more of the sounds used in speech.
Suffix	A suffix is an 'ending' used at the end of one word to turn it into another word. In year one, suffixes will be discussed where no change is needed to the original word. **Example:** 'ing' - helping
Prefix	A prefix is added at the beginning of the word in order to turn it into another word**. Example:** kind – unkind.
Punctuation	Punctuation includes any conventional features of writing other than spelling and general layout: the standard punctuation marks . , ; : ? ! - – ( ) " " ' ' , and also word-spaces, capital letters, apostrophes, paragraph breaks and bullet points. One important role of punctuation is to indicate <u>sentence</u> boundaries.
Capital letters	Capital letters should be used at the beginning of the sentence and for proper nouns such as people, places, planets, days of the week, months etc.
Full stop	A full stop is a punctuation mark to end a sentence.
Question mark	A question mark is used to indicate the end of a question. **Example: Are you my friend?**
Exclamation mark	The exclamation mark is a punctuation mark usually used after an interjection or exclamation to indicate strong feelings or high volume (shouting). **Example: "Watch out!"**

Grammar Terminology and Punctuation – Year 2	Definitions and Examples
Verb	Verbs are sometimes called 'doing words' (**wrote/ sells** etc.)because many verbs name an action. However, they can also express a mental action (**guessed/ thought** etc.) and a 'state of being' (**is, am, was** etc.). Verbs usually have different forms to express tense, voice, mood and number.
Adjective	Adjectives are used to modify a noun. **Example: The pupils did some really <u>good</u> work.** **The work was <u>good.</u>** Good is the adjective in these sentences.
Noun	A noun is a person, place, thing or condition. **Examples: Sam, London, tree, bravery.**
Noun phrase	A noun phrase is a phrase which takes the role of a noun. The head word in a noun phrase will be a noun or pronoun. **Examples: Adult foxes (adult modifies foxes so it is part of the noun phrase)**
Expanded noun phrase	An expanded noun phrase gives more detail than a simple noun phrase. You can add adjectives after the determiner to make an expanded noun phrase. You can expand the noun before and after the noun in an expanded noun phrase. **Example: The tall, sporty girl** **The spooky house on the hill** **The grotesque creature with an enormous, fury body and tiny head**
Statements	A complete sentence which claims something or makes a point (states a fact). **Example: You are my friend.**
Questions	A complete sentence which asks a question and ends with a question mark. **Example: Are you my friend?**
Commands	A complete sentence which tells you or instructs you to do something. In a command sentence, the subject is always you but is not stated. **Example: Be my friend!** **Do your homework.**
Exclamations	A sentence to express strong feeling. These sentences begin with 'what' and 'how' and end with an exclamation mark. **Example: What a good friend you are!**
Subordinating conjunctions	Subordinating conjunctions introduce a subordinate clause (a clause is not a complete sentence but adds extra information about the main clause – it is not of equal importance as it does not make sense alone). AWHITEBUS is an acronym to help children remember subordinating conjunctions: although, as, after, wherever, whenwerve, when, whereas, whether, which, if, in order that, in case, though, till, that, even though, even if, because, before, until, unless and since. **Example:** Joe can't practise football **because** he is injured.
Co-ordinating conjunctions	Co-ordinating conjunctions link two words or phrase of equal importance. FANBOYS is an acronym to help children remember the co-ordinating conjunctions: for, and, nor, but, or, yet, so. **Example:** Kylie is young **but** she can kick the ball hard.
Contractions	A contraction is an abbreviated version of a word or words. Missing letters are replaced with apostrophes. **Example: I'll (I will), we'll (we will).**
Compound	A compound word contains at least two root words.

	For example: whiteboard (white and board)
Commas	A comma is used to separate items in a list: **Jenna bought some apples, pears, grapes and bananas.** It separates a subordinate clause opening **Although she was tired, Tilly went to the party**. Commas also mark out an embedded or relative clause in a sentence.
Apostrophes	Apostrophes have two uses to mark missing letters in contractions (We'll) and marking possessives (Hannah's mother).
Inverted commas (speech marks)	Inverted commas (speech marks) go around the speaker's words only. Use them to show when a character is speaking. **Example: "Why can't we go outside?"**
Present tense	Present tense talks about things that are happening in the present and usually describes things that happen often. **Example: I bake.**
Past tense	Past tense describes events which happened at a specific time and are now completed. This shows something happened in the past. Often the suffix 'ed' is added to the verb **Example: I baked...**
Progressive form of verbs	The progressive verb form describes actions currently in progress. **Example: Michael is singing (present progressive).** **Sam was making a patchwork (past progressive).**

Grammar Terminology and Punctuation – Year 3	Definitions and Examples
Preposition	A preposition links a noun, pronoun or noun phrase. Prepositions often describe locations or direction but can also make time links. Some words can act as prepositions or conjunctions (before or since). **Example:** Tom waved goodbye **to** Christy. She'll be back **from** Australia **in** two weeks. The puppy is **on** the floor.
Adverb	A word that describes or modifies a verb, adjective or another adverb. **Example:** Usha **soon** started snoring **loudly**. (adverbs modifying the verbs started and snoring) The match was **really** exciting! (adverb really modifying the adjective exciting) We don't get to play games **very** often. (adverb very modifying the other adverb often)
Clause	A clause is a group of two or more words which contain a verb. To be a clause, it must contain a verb. **Example: Sam ate a burger.**
Subordinate clause	A subordinate clause (sometimes called a dependent clause) will contain a subject, verb, subordinate conjunction or a relative pronoun. It does not make complete sense on its own. Instead, it adds information to another clause. **Example: When I grow up**, I want to be a pilot.
Word families	Words in a word family are related by meaning, grammar or spelling. **Example**: **teach, teacher and teaching.**
Consonant	A consonant is speech sound that is not a vowel. It also refers to the letters of the alphabet which represent these sounds. Consonants are all the non-vowel sounds such as Z, T, M etc.
Vowel letter	The letters A, E, I, O and U are vowels and they can be spoken or written. The letter Y can be used to represent a vowel sound.
Synonyms	A synonym is a word or phrase with the same or similar meaning to another. You can use a thesaurus to find synonyms. The words talk and speak would be examples of synonyms.
Inverted commas (speech marks)	Inverted commas (speech marks) go around the speaker's words only. Use them to show when a character is speaking. **Example: "Why can't we go outside?"**
Direct speech	Direct speech is the actual words of the speaker (like the speech bubbles in a cartoon). "I'm going." she said.
Apostrophes	Apostrophes have two uses to mark missing letters in contractions (**We'll**) and marking possessives (**Hannah's mother**).

Present perfect verb forms	The present perfect tense is formed with a present tense form of **"to have"** plus the past participle of the verb. This tense indicates either that an action was completed (finished or "perfected") at some point in the past or that the action extends to the present: **Example: You have baked.**

Grammatical Terminology and Punctuation – Year 4	Definitions and Examples
Determiner	Determiners are words which specify which noun we mean. They come before adjectives or describing phrases. 'a', 'an' and 'the' are types of determiners called articles. **Example: the** home team **that** pupil **my** pencil **two** parrots
Pronoun	A pronoun takes the place of a noun which is already known, perhaps from a previous sentence. **Example: 'I** like cheese'. '**They** come from London.'
Possessive pronoun	Possessive pronouns take the place of a **noun + apostrophe + s** to show who something belongs to. **Example: mine, hers, its, theirs, yours etc**.
Adverbial (including fronted adverbial)	Adverbials link ideas within and between sentences and add information to a verb or clause (answering questions such as how? when? why? where? how often?).They show comparison, contrast, sequence, time, cause-effect and addition. They can be single word conjunctive adverbs or adverbial phrases up. **Example:** The bus leaves **in five minutes.** **As fast as he could**, the rabbit hopped. – An example of a fronted adverbial (an adverbial at the beginning of the sentence).
Phrase	A phrase is a group of words that are grammatically connected so that they stay together, and that expand a single word, called the 'head'. The phrase is a <u>noun phrase </u>if its head is a noun, a <u>prepositional phrase </u>if its head is a preposition, and so on; but if the head is a <u>verb</u>, the phrase is called a <u>clause</u>.
Clause	A clause is a group of two or more words which contain a verb. To be a clause, it must contain a verb. **Example: Sam ate a burger.**
Inverted commas	Inverted commas (speech marks) go around the speaker's words only. Use them to show when a character is speaking. **Example: "Why can't we go outside?"**

Grammar Terminology and Punctuation – Year 5	Definitions and Examples
Modal verb	Modal verbs change of affect other verbs in a sentence. They are used to show the level of possibility, indicate ability, show obligation or give permission. **Examples: must, may, might, can, will, shall etc.**
Relative pronoun	Relative pronouns introduce a relative clause. They refer back to a noun or clause that we already know **Examples: who, which, that, where, when.**
Relative clause	A relative clause is a type of subordinate clause which adds extra information to another noun or clause. Relative clauses begin with a relative pronoun. **Example:** Zara, **who never completes her homework**, can be lazy.
Conjunctive adverbs	Conjunctive adverbs have one job: to connect. They join phrases or clauses together to clarify what the writer is saying. Their presence provides a smooth transition from one idea to the next and help to provide cohesion across a piece of text. **Examples: however, consequently, furthermore, therefore, nevertheless, next, finally etc.**
Parenthesis	We use parenthesis to add extra detail to a sentence which is already grammatically correct without it. We can use brackets, dashes or commas to separate parenthetical information from the main sentence. **Example:** Mrs. Jones **(my teacher)** works in year five.
Brackets	Brackets are used to separate information which isn't essential to the meaning of the rest of the sentence. They are used to separate parenthetical information from the main sentence. **Example:** Mrs. Jones **(my teacher)** works in year five.
Dash	A dash creates a break in a sentence. It can mark out extra information embedded in a sentence or it can show a sharp break between two main clauses. **Example:** Playing in Grandma's garden **- which is huge –** is always fun.
Punctuation to avoid ambiguity	If a phrase or clause is ambiguous, the meaning is not clear. Often, you can solve this problem by re-ordering the sentence or using more precise punctuation.

Grammar Terminology – Year 6	Definitions and Examples
Subject	The subject is the noun, noun phrase, pronoun or thing which 'does' the verb in the clause or sentence. **Example:** '**Cheryl's mum** is picking me up.' Cheryl's mum is the subject.
Object	An object is normally a noun, noun phrase or pronoun that comes after the verb and shows what the verb is acting upon. **Example:** 'Cheryl's Mum is picking **me** up'. '**Me**' is the object of the clause.
Accurate use of 'I and me'.	Both *I* and *me* are 1st person singular pronouns, which means that they are used by one person to refer to himself or herself. What gets confusing for many people is which form to use when there are two subjects or objects linked with *and*, as in these examples: a. Jenny and me/**I** joined the chess club. b. Jill took Justin and **me**/I to the shop. In sentence a), *Jenny* and *me/I* are the subjects of the verb *joined*. Therefore, the subject pronoun, *I,* is considered correct. The opposite is true for sentence b).
Subjunctive form	The subjunctive is a formal verb form. The subjunctive shows something imagined, wished or possible and is also used in commands, wishes and requests. **Example: If I were stronger, I would lift that box.**
Active	When a sentence is in the active voice, the pattern is subject-verb-object. The subject of the verb is 'more important'. **Example: James broke the window.**
Passive	When a sentence is in the passive voice, the verb is being done to the object (rather than the subject doing the verb). This turns the object into the passive subject. **Example: The window was broken by James.**
Synonym	A synonym is a word or phrase with the same or similar meaning to another. You can use a thesaurus to find synonyms. **The words talk and speak would be examples of synonyms.**
Antonym	Antonyms are words with opposite meanings. **Example: young-old, straight-bendy, full-empty etc.**
Colon	Colons are used at the end of a clause to show an answer, elaboration or explanation follows. **Example: There are six cars left in the race: three of them are Ferraris.**
Semi-colon	Semi-colons are used to separate two main clauses that are closely related to each other. However, the clauses could stand on their own as sentences. **Example: I have a big test tomorrow; I can't go out tonight.**
Hyphen	Hyphens link words or parts of words. They can also be used to show that a word continues onto the next line. They are different from a dash because you do not leave a space between the hyphen and the words and it is half as long as a dash. **Examples: co-operate, re-establish, pre-existing, part-time etc.**
Bullet point	Bullet points can be used for listing items. Be consistent when using bullet points (e.g. If you start with a capital letter and end with a full stop, you must continue this throughout).
Ellipsis	An ellipsis is used to show an omission of a word or words from a text. They are sometimes used to make writing suspenseful. **...** (dot, dot, dot)