

# Year 1 Grammar and Punctuation Glossary



This glossary builds on the terminology used in previous years.

Grammar/Punctuation term	What does it mean?
Capital letter	A capital letter is used at the beginning of a sentence, for the word 'I' and the name of a person, place or thing.
Exclamation mark !	An exclamation mark is used after a word or words that express strong feelings, e.g. "Look up there!" she yelled.
Full stop .	Full stops are used to end a sentence.
Letter	A symbol of the alphabet that represents a sound.
Plural	The form of a word that names or refers to more than one thing, e.g. the plural of 'boy' is 'boys'.
Punctuation	The marks used in writing to separate sentences to clarify meaning, e.g. full stops, question marks and exclamation marks.
Question mark ?	A question mark is used at the end of a sentence that asks a question, e.g. What is your favourite colour?
Sentence	A complete unit of words in either writing or speech with a clear beginning and a full stop. A sentence usually has a subject and a verb. Sentences can state things, ask questions, give commands or be exclamations.
Singular	The form of a word that names or refers to only one, e.g. horse, table, or person.
Word	A word is a unit of language. A sound, group of sounds or the symbols for such sounds that have some meaning.

# Year 2 Grammar and Punctuation Glossary

This glossary builds on the terminology used in previous years.

Grammar/Punctuation term	What does it mean?
Adjective	An adjective is a word that describes a noun, e.g. <i>There was a <u>huge, hairy</u> spider in the bathroom.</i>
Adverb	An adverb tells you where, why or how much something is done, e.g. <i>Jessica shouted <u>loudly</u>.</i>
Apostrophe	Apostrophes are used to show possession, e.g. <i>This is Robert's car.</i> They are also used for contractions to show that letters are missing, e.g. <i>I am - I'm, you are - you're.</i>
Comma	A comma separates units of meaning in a sentence, e.g. <i>Lana bought some apples, grapes, oranges, peaches and plums for her fruit bowl.</i>
Command	A command gives an instruction or tells someone to do something. Commands usually begin with an imperative verb, e.g. <i>Go and brush your teeth!</i>
Compound	A compound word is a word created by two smaller words being joined together, e.g. <i>lip + stick = lipstick.</i>
Conjunction	A conjunction links two clauses together in a sentence. Co-ordinating conjunctions include 'and', 'but' and 'so'. Subordinating conjunctions include 'because', 'if' and 'until'.
Exclamation	A sudden cry or remark to show surprise, strong emotion or pain. It must start with 'what' or 'how' and should include a subject and a verb, e.g. <i>What big eyes you have, Grandma! or How cold it is today!</i>
Exclamation mark !	A punctuation mark used at the end of an exclamation, e.g. <i>What a fantastic day we have had!</i> It can also be used at the end of a statement or command to show something has been said with feeling or emotion, e.g. <i>That was a really scary</i>

	<i>film!</i>
Full stop .	A punctuation mark used to demarcate the end of a statement or command.
Noun	A naming word used to name a person, place or thing.
Noun phrase	A word or group of words in a phrase that acts like a noun, e.g. <i>Lily wore a beautiful red dress.</i> The group of words, 'a beautiful red dress', is a phrase and functions as a noun in the sentence.
Plurals	More than one. Using plurals can affect the nouns and verbs in a sentence.
Proper noun	A noun which names a particular person, place or thing. E.g. 'John', 'London', 'France', 'Monday', 'December'.
Question	A question is used to find out information, e.g. <i>Why is your bedroom so messy?</i>
Question mark ?	A punctuation mark which indicates a question and comes at the end of the sentence in place of the full stop.
Statement	A sentence that tells the reader something, e.g. <i>Daniel watched the television.</i>
Suffix	A suffix is added to the end of a word to make a new word, e.g. <i>hope + suffix ful = hopeful, hope + suffix less = hopeless.</i>
Verb	A verb is an action word. They describe what someone is doing, e.g. <i>Jessica shouted.</i>
Tense	A tense is a form of verb that shows the time when an action takes place, e.g. <i>past, present or future.</i>

# Year 3 Grammar and Punctuation Glossary



This glossary builds on the terminology used in previous years.

Grammar Term	What does it mean?
<i>a or an</i>	<p>Use a when the first letter of a word starts with a consonant or consonant sound Example - a house a unique painting</p> <p>Use an when the first letter of a word starts with a vowel or vowel sound E.g. an umbrella an honest mistake</p>
<i>Consonant</i>	All letters apart from A E I O U are consonants
<i>Consonant letter vowel</i>	<p>A consonant that makes the vowel sound</p> <p>E.g. The letter y makes a consonant sound when at the beginning of a word like yellow but a vowel sound when at the end of a word such as sunny</p>
<i>Vowel letter</i>	A E I O U are vowels
<i>Clause</i>	A group of words in a sentence that can be used as a sentence
<i>Subordinate Clause</i>	A subordinate clause helps to give more meaning to the main clause. It cannot exist on its own.
<i>Time, place and cause</i>	How to express time, place and cause using conjunctions - (e.g. when, before, after, while, so, because), adverbs (e.g. then, next, soon, therefore), or prepositions (e.g. before, after, during, in, because of).
<i>Direct speech</i>	<p>Direct speech is a sentence in which the exact words spoken have an inverted comma at the beginning of the sentence and at the end</p> <p>E.g. <u>"You'll never guess what I've just seen!"</u> said Sam, excitedly.</p>
<i>Inverted Commas (speech marks)</i>	<p>Used to punctuate direct speech</p> <p>E.g. <u>"Come over here"</u> shouted Paul.</p>
<i>Grammar</i>	The rules that cover spoken and written language.

Paragraph	A way to group related material
Prefix	A prefix is a group of letters that can be added to the beginning of a root word E.g. natural- <u>super</u> natural      biography - <u>auto</u> biography
Preposition	A <u>preposition</u> is a word which shows the relationship between one thing and another. E.g. The gentle, brown dog slept <u>beside</u> the fluffy white rabbit.
Present perfect Tense	Use present perfect tense- He has gone out to play instead of Simple past tense - He went out to play
Tense	A tense is a form of verb that shows the time when an action takes place

This glossary builds on the terminology used in previous years.

Grammar/Punctuation term	What does it mean?
Adverbial Clause	An adverbial clause is a group of words which plays the role of an adverb (a word used to modify a verb, an adjective, or another adverb). E.g. <i>Keep playing the drum <u>until I tell you to stop</u>.</i>
Cohesion	Cohesion is achieved through cohesive devices, which are words or phrases that are used to link different parts of a text together, creating a logical ordered piece, rather than a series of random and unconnected sentences
Determiner	A determiner is a type of adjective and always comes before a noun. The function of a determiner is to modify a noun to indicate quantity, possession, specificity, or definiteness. E.g. <i>He has <u>four</u> dogs. Beware of <u>his</u> dogs. I love <u>this</u> dog. I need <u>a</u> dog.</i>
Direct Speech	Direct speech is speech that represents spoken words and is written in inverted commas. E.g. <i>"What are your symptoms?"</i>
Expanded Noun Phrase	Expanded noun phrases give additional information about a noun and allow us to communicate precise information in a quick, concise way. E.g. <i>The teacher. expanded to: <u>The strict maths teacher with curly hair.</u></i>
Fronted adverbials	Adverbials are used to explain how, where or when something happened; they are like adverbs made up of more than one word. Fronted adverbials are adverbials that are at the front of a sentence. E.g. <i><u>Later that day,</u> I heard the bad news</i>
Inverted commas	Inverted commas, (sometimes known as speech marks) are always used in pairs. They are used to indicate speech or a quotation. E.g. <i>"Do pandas eat meat?" one visitor asked.</i>
Paragraphs	Paragraphs are a collection of sentences. They are used in writing to introduce new sections of a story,

	<i>characters or pieces of information.</i>
<i>Pronoun</i>	<i>A pronoun is a word that takes the place of a noun. E.g. Rita loves playing the guitar and <u>she</u> finds <u>it</u> relaxing.</i>
<i>Possessive Pronoun</i>	<i>Possessive pronouns show ownership and replace possessive noun phrases. E.g. mine, yours, his, hers, it's, ours, yours, theirs.</i>
<i>Standard English</i>	<i>The form of English that uses formal vocabulary and grammar.</i>

# Year 5 Grammar and Punctuation Glossary



This glossary builds on the terminology used in previous years.

Grammar/Punctuation term	What does it mean?
Relative clauses	Relative clauses add information to a sentence using the relative pronouns <i>who</i> , <i>whom</i> , <i>whose</i> , <i>that</i> and <i>which</i> . E.g. <i>The principal, who hated chaos, felt calm.</i>
Modal verbs	Modal verbs indicate possibility, obligation or ability. E.g. <i>will</i> , <i>would</i> , <i>should</i> , <i>could</i> , <i>may</i> , <i>can</i> , <i>shall</i> , <i>ought to</i> , <i>must</i> , <i>might</i>
Adverbials of time	Adverbials of time are used to say when something happened, for how long or for how often. E.g. <i>Yesterday, I went to the beach with my friends.</i>
Brackets and dashes	Brackets and dashes are used to interrupt the normal run of a sentence and insert additional information. E.g. <i>The driver bought a new watch. (His old one had stopped working).</i>
Relative pronoun	Relative pronouns are pronouns that link one part of a sentence to another by introducing a relative clause. E.g. <i>who</i> , <i>whom</i> , <i>whose</i> , <i>which</i> , <i>that</i> , <i>what</i> .
Ambiguity	Ambiguity is the presence of two or more possible meanings.

# Year 6 Grammar and Punctuation Glossary



This glossary builds on the terminology used in previous years.

Grammar/Punctuation term	What does it mean?
Active voice	A sentence can have either an active verb or a passive verb. This is called a voice. In a sentence with an active verb, the subject is doing the action. This is called the active voice for example, E.g. The <u>little</u> girl caught the ball.
Antonym	Two words are antonyms if their meanings are opposite. E.g. fast - slow, light - dark, light - heavy
Bullet points	A punctuation mark, often a black circle, used in a text to show each new part of a list: Information should be presented in bullet point format or as a numbered list. E.g. You will need: <ul style="list-style-type: none"><li>• A bowl</li><li>• Fruit</li><li>• Juice</li></ul>
Colon	A colon is a punctuation mark (: ) consisting of two equally sized dots centered on the same vertical line. A colon precedes an explanation or list.
Ellipsis	An ellipsis is when words are left out of a sentence but the sentence can still be understood, E.g. Freda waved to Chloe and <del>she</del> watched her drive away.
Hyphen	The hyphen (-) is a punctuation mark used to join words and to separate syllables of a single word. The use of hyphens is called hyphenation. E.g. seventy-five, self-assessment.
Object	In grammar terms, an object is a noun, noun phrase, or pronoun that is affected by the action of a verb (a direct object or an indirect object) or that completes the meaning of a preposition (the object of a preposition), E.g. Chloe wrote a beautiful poem. Libby sent me an e mail. Ben lives in an old house.
Passive voice	In a sentence with a passive verb, the subject is

	<p>being acted on. This is called the passive voice for example, <i>E.g. The ball <u>was</u> caught.</i></p>
Semi-colon	<p>A punctuation mark (;) used to join two independent clauses in a sentence. The semicolon shows that the ideas in the two clauses are related. <i>E.g. Jack really didn't mind being left without a car; he had the house to himself.</i></p>
Subject	<p>The subject is the person or thing that is "doing" the verb. These are always nouns or pronouns. <i>E.g. The fox chased a rabbit. Mary went to the park.</i></p>
Synonym	<p>Two words are synonyms if they have the same meaning or similar meanings <i>E.g. talk - speak, old - elderly. A synonym is in contrast to an antonym.</i></p>