

KS2 Grammar and Punctuation Glossary

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Examples

The words that are underlined can be found throughout this glossary.

The words in *italics* are examples to help explain the meaning of a word.

The words in **bold** are examples within a sentence.

Under the terms on each page there are Year groups listed. This is the Year from which children are expected to know and use the terms.

Term	Definition and Example
Abstract Noun Y2	An abstract noun is a type of <u>noun</u> that cannot be observed using the five senses. We can see, feel, hear, smell and taste <u>common nouns</u>, but not abstract nouns. Some examples of abstract nouns are: <i>love, happiness, truth, danger and romance</i>.
Active Voice Y6	When the <u>subject</u> does the <u>verb</u> in a sentence. <i>Billy kicked the ball.</i> Billy is the subject and he did the verb (kicked the ball). When a sentence is in active voice, it is usually ordered <u>subject, verb, object</u>.

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Adjective Y1	An adjective is a word that describes a <u>noun</u>. <i>The black dog barked at the postman.</i> 'Black' describes the dog.
Adverb Y2	An adverb is a word that describes a <u>verb</u>. It can describe how, where and when about the verb. <i>Charlie sprinted quickly across the pitch</i> 'Quickly' describes how Charlie sprinted; 'across the pitch' describes where Charlie sprinted.
Adverbial Y5	An adverbial is an <u>adverb</u>, <u>adverbial phrase</u> or <u>adverbial clause</u> that gives extra information about a <u>verb</u>. It can describe how, where, when and why the <u>verb</u> is done. <i>Before walking to school, Tanya put on her raincoat.</i> 'Before walking to school' tells when Tanya put on her raincoat.

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Term	Definition and Example
Adverbial Phrase Y5	An adverbial phrase is a group of words that gives extra information about a <u>verb</u>. It can describe how, where, when and why. <i>Sitting high on the wall, the goldfinch chirped.</i> 'Sitting high on the wall' tells where the goldfinch chirped.
Agent Y2	The agent is the thing doing the <u>verb</u>. <i>The dog chased the cat.</i> The dog was doing the chasing so it is the agent. The <u>subject</u> of the <u>sentence</u> is usually the agent.
Ambiguity Y5	Ambiguity is when the meaning is unclear. If something is ambiguous, it can mean more than one thing. <i>Mrs Brown told Katie off. She was very upset.</i> In the sentence above, it is unclear whether Mrs Brown was upset, or if Katie was upset.
Antonym Y6	Antonyms are words that have opposite meanings. <i>Some examples of antonyms are:</i> <i>Love and hate; early and late; young and old; hot and cold; dead and alive; leave and arrive.</i>

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Apostrophe Y3	Apostrophes are punctuation that can be used in two ways: • They can show where letters are missing (<u>contraction</u> or omission). • They can show who owns something. <i>Don't is the contraction of do not.</i> <i>Oscar's shoes. Shoes that belong to Oscar.</i>
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Term	Definition and Example
Auxiliary Verb Y6	Auxiliary verbs are sometimes called 'helping' verbs because they can help, modify or refine another <u>verb</u>. <i>Be, do and have are auxiliary verbs, as are the different forms of those words: being, been, doing, did, done, having, had, has.</i> <i>Phoebe has read five times this week.</i>
Brackets Y6	Brackets are punctuation marks that show that the words inside them are not as important as the rest of the sentence. Instead, they give extra information. They can be used instead of <u>commas</u> to mark <u>clauses</u>. I took my new car (a BMW convertible) out for a drive. 'A BMW convertible' is not needed for the sentence, it just adds extra information.

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Bullet Points Y6	Bullet points organise information into a list, with each bullet point starting on a new line. The big bold dots are known as ‘bullets’ and the words or sentences that follow them are known as ‘points’. <i>Before going out you will need to:</i> • <i>Tidy your room</i> • <i>Wash the dishes</i> • <i>Feed the cat</i> Bullet points can be used with or without <u>full-stops</u>, <u>commas</u> or <u>semi-colons</u> at the end of the points, but there cannot be some with <u>full stops</u>, <u>commas</u> or <u>semi-colons</u> , and some without in the same list.
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Term	Definition and Example
Capital Letters ABCDEFGHIJKLM NOPQRSTUVWXYZ Y1	A capital letter is a letter that is drawn taller than other, lower-case letters. A capital letter is always used at the start of a sentence, as well as for <u>proper nouns</u> such as a person’s name, a country, city or town, a geographical location and the name of a company. <i>For his holiday, Leo flew with British Airways to Spain and swam in the Mediterranean Sea.</i> In the sentence above, ‘for’ has a capital letter because it is the first word in the sentence. ‘Leo’, ‘Spain’, ‘British Airways’ and ‘Mediterranean Sea’ have capital letters because they are all <u>proper nouns</u>.
Cause Y3	Cause tells why something happens. <i>Naomi took her cardigan off because she was hot.</i> ‘...because she was hot’ tells why Naomi took her cardigan off.

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Clause Y1	A clause is a part of a sentence that contains a subject doing a <u>verb</u>. <i>Because I needed to get up early, I set my alarm.</i> Both parts of this sentence contain verbs so it has two <u>clauses</u>. For more information about clauses, see <u>main clause</u>, <u>subordinate clause</u>, <u>embedded clause</u> and <u>relative clause</u>.
Cohesion Y4	Cohesion is what makes a piece of writing fit together well, or 'flow'. We can create cohesion by linking ideas in our writing, or by using <u>connectives</u>, <u>adverbials</u> and <u>pronouns</u>.
Colon : Y6	A colon is a punctuation mark that is used to introduce a list or to separate <u>main clauses</u>. <i>Before going out you will need to: tidy your room, wash the dishes and feed the cat.</i> <i>It was cold in the room: the window had been left open.</i>

Term	Definition and Example
Collective Noun Y3	Collective nouns are used to name a group of <u>nouns</u>, such a people, animals and objects. Some examples of collective nouns are: team, class, council, family, school, pile, stack, bunch, group, set and pack. <i>A pack of cards. A bunch of bananas. A football team. A pile of leaves. A stack of books. A set of rules.</i>
Comma , Y3	A comma is a punctuation mark that is used to separate parts of a sentence, or items in a list. <i>Before going to school, Millie walked her dogs.</i>

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Commas after Fronted Adverbials , Y4	When commas are used after <u>fronted adverbials</u> they separate the <u>adverbial</u> from the rest of the sentence. <i>Before going to school, Millie walked her dogs.</i> ‘Before going to school’ is the fronted adverbial and explains when the action happened. The comma is used to separate the <u>adverbial</u> from the <u>main clause</u>.
Commas to Clarify Meaning , Y6	When used to clarify meaning, commas separate parts of a sentence and items in a list. <i>Will you please buy chocolate strawberries and yoghurt?</i> <i>Will you please buy chocolate, strawberries and yoghurt?</i> The first sentence implies that chocolate strawberries should be bought, but in the second sentence the comma makes it clear that both chocolate and strawberries should be bought.

Term	Definition and Example
Commas in a List , Y3	When commas are used in a list, there is a comma between each item, except for the last two items, where the word ‘and’ should be used. <i>The after-school clubs on offer are football, rugby, dance, computing, netball and tennis.</i>

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Command Y2	A command is a type of sentence that tells someone to do something. It usually starts with an <u>imperative verb</u>. <i>Turn the lights off.</i>
Common Noun Y2	A common noun is a type of <u>noun</u> that we can observe using the five senses. We can see, feel, hear, smell and taste common nouns. Some examples of common nouns are: <i>chair, sky, music, food and window.</i>
Compound Word Y2	A compound word is a word made from two smaller words. <i>Armchair</i> is made from the words <i>arm</i> and <i>chair</i>. <i>Laptop</i> is made from the words <i>lap</i> and <i>top</i>.

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Conjunction Y1	A conjunction is a word that links words, <u>phrases</u> and <u>clauses</u> together in a sentence. <i>It was cold in the room because the window had been left open.</i> Some examples of conjunctions are: <i>for, and, nor, but, or, yet</i> and <i>so</i>. These are known as FANBOYS. Others include: <i>though, after, which, whether, since</i> and <i>how</i>.
Connective Y1	A connective is an informal name for words that can be used to link ideas across <u>clauses</u>. The formal name for connective is <u>conjunction</u>.
Connecting Adverb Y4	A connecting adverb is an <u>adverb</u> that can connect a sentence to the one before. It can also be used to connect two <u>main clauses</u> within one sentence. <i>It was far too cold to go swimming. Furthermore, they had forgotten their trunks.</i> ‘Furthermore’ connects the ideas in the two sentences. <i>It was very hot outside; therefore, we all had an ice-cream.</i> ‘Therefore’ connects the two <u>main clauses</u> in the sentence above.
Consonant Y1	‘Consonant’ has two meanings. It can mean: • A sound that is made by using the lips or tongue when speaking. • A letter that (usually) makes a consonant sound when read aloud. These are all letters that are not <u>vowels</u>. B C D F G J K L M N P Q R S T V W X Z H and Y can be consonants, depending on how the word is pronounced.

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Contraction Y3	Contraction is when two words are put together and letters are removed to make one word. An <u>apostrophe</u> is used to show where the letters are missing. 'Do not' becomes <i>don't</i>; 'have not' becomes <i>haven't</i>.
Co-ordinating Conjunction Y2	A co-ordinating conjunction is a type of <u>conjunction</u> that is used to link two ideas in a sentence. Unlike a <u>subordinating conjunction</u>, a co-ordinating conjunction gives equal importance to either clauses or <u>phrases</u> in the sentence. <i>It was hot in the room so the window was opened.</i> Examples of co-ordinating conjunctions are: <i>for, and, nor, but, or, yet</i> and <i>so</i>. These are known as FANBOYS.
Dash - Y6	A dash is a type of <u>parenthesis</u> used in writing to separate <u>clauses</u>. It can be used instead of a <u>colon</u>, <u>semi-colon</u>, <u>comma</u> or <u>brackets</u>. A dash looks similar to a <u>hyphen</u>, but is longer and always has a space before and after it, unlike a <u>hyphen</u>. <i>Using his wit and sense of humour — Oscar had the class roaring with laughter.</i> A dash can also be used to clarify meaning. When used to clarify meaning, it can be used instead of <u>commas</u> or <u>brackets</u>. <i>Bradley — the boy with blonde hair — has beautiful handwriting.</i>
Definition Y3	A definition is an explanation of the exact meaning of a word.
Derivation or Derivative Y3	Derivation is when a new word is made from a <u>root word</u>, usually by adding a <u>prefix</u> or a <u>suffix</u>. The new word is called a derivative. <i>The <u>adverb</u> quickly is a derivative of the <u>adjective</u> <i>quick</i>.</i> <i>The <u>abstract noun</u> discontent is a derivative of the <u>abstract noun</u> <i>content</i>.</i>

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Term	Definition and Example
Determiner Y2	A determiner is a word that tells more about a <u>noun</u>. It can tell which one, whose and how many. Examples of determiners are: <i>the, a, an, this, that, your, yours, my, mine, theirs, his, hers and ours</i>, among others. Every number is a determiner.
Dialect Y4	A dialect is a way of speaking that is only used in a particular area or region.
Dictionary Y3	A dictionary is a book that lists the words of a language in alphabetical order, along with their meanings.
Direct speech Y3	Direct speech is what a person in a piece of writing actually says. It always goes inside <u>inverted commas</u>. <i>"How wonderful to see you!" the teacher exclaimed.</i>

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Term	Definition and Example
Ellipsis or Elision ... Y6	Ellipsis, or elision, means missing out a word or <u>phrase</u> so that the text still makes sense. Instead of saying: <i>Katie completed her homework but Martin didn't complete his homework</i>; you could say: <i>Katie completed her homework but Martin didn't</i>. The ellipsis has left out the words 'complete his homework'. Sometimes, three dots (...) can be used to show where the words are missing. When used in reported speech, unimportant parts can be left out using ellipsis. <i>When attempting to duck a SPaG question for 10 and 11-year-olds, David Cameron said, "The whole point of these changes is to make sure our children are better educated than we are!"</i> To use ellipsis in this sentence, it would be written: <i>When attempting to duck a SPaG question for 10 and 11-year-olds, David Cameron said, "The whole point ... is to make sure our children are better educated than we are!"</i> The words 'of these changes' have been left out of David Cameron's quote, and an ellipsis have been used in their place. Ellipsis can also be used to create suspense in writing. <i>Hearing a noise downstairs in the middle of the night, Sophie got out of bed and crept to her bedroom door. She slowly turned the handle and peeked through the opening...</i>

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Term	Definition and Example
Embedded Clause Y4	An embedded clause is a type of <u>clause</u> that goes in the middle of a sentence. It can go in the middle of a <u>main clause</u>, between two <u>main clauses</u> or between two <u>subordinate clauses</u>. <i>The Holy Trinity Year 6 football team, which is made up of seven boys and three girls, won the Barnsley Schools Championship.</i> The embedded clause in the sentence above is a <u>subordinate clause</u> in the middle of one <u>main clause</u>. <i>Katie performed brilliantly at the pantomime — having rehearsed for many hours — she wowed the audience with her singing and dancing.</i> The embedded clause in the sentence above is a <u>subordinate clause</u> in between two <u>main clauses</u>. <i>Before going to school, Lea went to the shop, which is around the corner from her house.</i> The embedded clause in the sentence above is a <u>main clause</u> in between two <u>subordinate clauses</u>.
Etymology Y3	Etymology is the history of a word and how it has changed over time.
Exclamation Y2	An exclamation is a sentence type that starts with either 'what' or 'how' and ends with an <u>exclamation mark</u>. <i>How wonderful to see you!</i> <i>What a beautiful dress you are wearing!</i> Do not confuse an exclamation with an <u>exclamation mark</u>. An <u>exclamation mark</u> can be used in sentences that are not exclamations.

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Exclamation Mark ! Y1	An exclamation mark is a type of punctuation that usually shows strong feeling, such as surprise, anger or joy. This should not be confused with an <u>exclamation</u>. <i>Ouch! Oh my goodness! Hooray!</i>
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Term	Definition and Example
Formal Language Y6	Formal language is the type of words and <u>phrases</u> used in certain situations. Normally, people speak and write using <u>informal language</u>. Formal language is usually needed when writing a formal letter (for example: to a company or business, a headteacher or a government official), an application or a report. When speaking, formal language should be used during official meetings and other times related to business. <u>Technical vocabulary</u> is needed when using formal language. When speaking or writing using formal language, <u>contractions</u> and <u>slang/colloquialisms</u> should not be used.
Fronted Y4	When a word or <u>phrase</u> that normally comes after a <u>verb</u> is put at the beginning of a <u>clause</u> or sentence, we say that it has been fronted. <i>Suddenly</i>, Tyler ran off. The <u>adverb</u> 'suddenly' is at the beginning of the sentence so it is fronted. <i>Tyler ran off suddenly.</i> In the sentence above, the <u>adverb</u> was used after the <u>verb</u> so it is not fronted.
Full Stops .	A full stop is a type of punctuation that is used at the end of a sentence.

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Grammatical Terminology Y3	Grammatical terminology means technical words that can be used to talk about language.
Guide Words Y3	Guide words are the words that appear at the top of each page of a <u>dictionary</u> or <u>thesaurus</u>. They show the first and last words on the page.

Term	Definition and Example
Heading Y3	A heading is a <u>word</u> or a <u>phrase</u> that is used at the top of a text, or above a <u>paragraph</u> to tell the reader what that section of writing is about.
Head Word Y3	A head word is a word in a <u>thesaurus</u> that starts a new group of <u>synonyms</u>. It will usually be in bold.
Homophones Y1	Homophones are words that sound the same but mean different things. <i>Two is a number, but too means 'also'.</i>

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Hyphen - Y6	A hyphen is a type of punctuation that is used to link more than one word, to clarify its meaning. Hyphens can be used to create: - Compound <u>adjectives</u> — <i>good-looking, sugar-free, open-mouthed</i> and <i>bad-tempered</i> among others. - Compound <u>verbs</u> — <i>ice-skate, spot-check</i> and <i>booby-trap</i> among others. - Phrasal <u>verbs</u> — <i>break-in, build-up</i> and <i>stop-off</i> among others. - Compound <u>nouns</u> — <i>air-crew, play-group</i> and <i>chat-room</i> among others. Hyphens can also be used when joining a <u>prefix</u> to a <u>root word</u> — <i>co-ordinate, pre-eminent, co-operate, re-enter, re-organise</i> and <i>co-own</i> among others. (A hyphen is normally only used to join a <u>prefix</u> to a <u>root word</u> when the <u>prefix</u> ends with a <u>vowel</u> and the <u>root word</u> begins with a <u>vowel</u>.) A hyphen can also be used to make the meaning clear in some <u>compound words</u> and <u>phrases</u>. For example, instead of '<i>We saw a man eating shark at the beach,</i>' we could write '<i>We saw a man-eating shark at the beach.</i>' The second sentence shows that we saw a shark that eats men, not a man eating a shark, as is implied in the first sentence.
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Term	Definition and Example
Imperative Verb Y2	An imperative verb is a type of <u>verb</u> that gives an instruction or a command. For example: '<i>Sit in your chair and read this book.</i>' Imperative verbs are commonly known as 'bossy verbs'.

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Informal Language Y6	Informal language is the type of words and <u>phrases</u> that are normally used when a person is speaking or writing. <u>Technical vocabulary</u> is not normally used for informal language. <u>Contractions</u> and <u>slang/colloquialisms</u> are used for informal language. Informal language should not be used when writing a formal letter (for example: to a company or business, a headteacher or a government official), an application or a report. When speaking, informal language should not be used during official meetings and other times related to business.
Intransitive Verb Y6	An intransitive verb is an action that does not happen to something. Depending how it is used in a <u>sentence</u>, most <u>verbs</u> could be <u>transitive verbs</u> or intransitive verbs. <i>Keiron sat.</i> In this sentence, sat is an intransitive verb because the action (sat) did not happen to an object.
Inverted commas or Speech Marks Intransitive Verb Y3	Inverted commas (also called 'speech marks') are a type of punctuation mark that goes around <u>direct speech</u>.

Term	Definition and Example
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Irregular Verb Y2	An irregular verb is a type of <u>verb</u> that does not follow the normal rules when changing from <u>present tense</u> to <u>past tense</u>. We do not add 'ed' to irregular verbs to make them <u>past tense</u>. Some examples of irregular verbs in present and past tense are: <table> <thead> <tr> <th><u>Present Tense</u></th><th><u>Past Tense</u></th></tr> </thead> <tbody> <tr> <td>Swim</td><td>Swam</td></tr> <tr> <td>Run</td><td>Ran</td></tr> <tr> <td>Am/are</td><td>Was/were</td></tr> <tr> <td>Has/have</td><td>Had</td></tr> <tr> <td>Eat</td><td>Ate</td></tr> <tr> <td>Drink</td><td>Drank</td></tr> </tbody> </table>	<u>Present Tense</u>	<u>Past Tense</u>	Swim	Swam	Run	Ran	Am/are	Was/were	Has/have	Had	Eat	Ate	Drink	Drank
<u>Present Tense</u>	<u>Past Tense</u>														
Swim	Swam														
Run	Ran														
Am/are	Was/were														
Has/have	Had														
Eat	Ate														
Drink	Drank														
Lead-in Phrase or Lead-in Sentence Y6	A lead-in phrase or lead-in sentence is used to introduce a list of <u>bullet points</u>. It usually ends in a <u>colon</u>. For example, <i>'I need to buy:'</i> • <i>eggs</i> • <i>bread</i> • <i>milk</i> <i>'I need to buy:'</i> is the lead-in phrase.														
Main Clause Y1	A main clause is a <u>clause</u> that could be used as a complete sentence on its own. For example, <i>'I drink water'</i> is the main clause in the sentence <i>'I drink water when I am thirsty.'</i> 'I drink water' can be a sentence on its own.														

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Term	Definition and Example
Modal Verb Y5	Modal verbs are a type of <u>verb</u> that show degrees of certainty, or, how likely it is that something will happen. Some examples of modal verbs are: will, would, should, could, may, can, shall, ought to, must, might, can't, cannot, won't, will not. Katie can dance very well. Katie might be in the pantomime this year. Katie won't be in Year 6 next year.
Morphology Y3	Morphology is the structure of a word and how it is formed from smaller parts. For example, 'teacher' is made from the verb 'teach' and the <u>suffix</u> '-er'. The suffix could be changed to make 'teaches' or 'teaching'.
Noun Y1	A noun is a word used to mean a person, a place, thing, idea or a feeling. An easy way to remember is, nouns are things that we can see, hear, feel, smell and think. There are four types of nouns: <u>abstract nouns</u>, <u>collective nouns</u>, <u>common nouns</u> and <u>proper nouns</u>. Some examples of nouns are: chair, sky, food, Abigail, group, stack, and music.
Noun Phrase Y2	A noun phrase is a <u>noun</u> and all the words that describe it, which act together as a noun in a sentence. You can tell that something is a noun phrase if the sentence still makes sense when you replace it with a <u>pronoun</u>. For example, in 'That girl over there is my cousin', the noun phrase 'That girl over there' can be replaced with the <u>pronoun</u> 'she' to make 'She is my cousin'.

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Term	Definition and Example
Object Y1	The object of a sentence is usually the thing that the <u>verb</u> is being done to or done with. In “<i>Naomi played the drums,</i>” ‘the drums’ are the object, as they are the thing being played.
Paragraph Y3	A paragraph is a section of writing that has one or more <u>sentences</u> and is about one subject, or topic. New paragraphs start by either missing a line, or by using a space at the start of the first sentence (indentation).
Parenthesis Y6	Parenthesis is extra information that is added to a sentence. If the parenthesis is removed, the sentence will still make sense. <u>Subordinate clauses</u> are examples of parenthesis.
Participle Y6	Participle is a word formed from a <u>verb</u> by adding ‘d’, ‘ed’, ‘ing’ (as well as ‘t’, ‘en’ and other suffixes for <u>irregular verbs</u>). There are two kinds of participle: present participle and past participle. Present participle verbs end with ‘ing’. For example: Milly is dancing in the show. Past participle verbs end with ‘d’, ‘ed’, or ‘t’, ‘en’ and other examples of <u>irregular verbs</u>. For example: Milly has danced in the show last weekend. Alisha was bent back while she was stretching.

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Passive Voice or Passive Verb Y6	The passive voice is when the <u>subject</u> has the <u>verb</u> done to it. Passive voice is made by using tenses of the <u>auxiliary verb</u> 'to be' and the <u>past</u> participle of the main verb. A sentence in the passive voice will often have the word by after the <u>verb</u>. <i>Martin is taken to school by his granddad.</i> (present simple) <i>The children said they are being bullied.</i> (present continuous) <i>Class 12 have been interviewed for playground leaders' roles.</i> (present perfect) <i>The ball was kicked by Billy.</i> (past simple) <i>The girls were being trained for the performance.</i> (past continuous) <i>Naomi had been voted the best singer, two years running.</i> (past perfect) <i>Zuzanna will be moved to the top dance group.</i> (future) <i>Kieron and Abigail will have been best friends for eight years, this month.</i> (future perfect)
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Term	Definition and Example
Past Tense Y2	A <u>verb</u> in the past tense is used to show that things happened in the past. It is usually made by adding -ed to the verb. For example, <i>play</i> becomes <i>played</i>. <u>Irregular verbs</u> do not follow this rule.
Past Progressive Tense Y2	The past progressive tense is used to show that something happened, and was ongoing. It usually has the past-tense form of the verb 'to be' (was or were) and is followed by a verb ending in 'ing'. <i>Melody was reading a book by Michael Morpurgo.</i> <i>The Year 6 boys were playing football at lunch time.</i> Past progressive can also be used in a negative version: <i>Melody wasn't reading a book by Michael Morpurgo.</i> <i>The Year 6 boys weren't playing football at lunch time.</i>

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Perfect Tense Y5	The perfect tense is used to show that an action is complete but still meaningful. It is made by putting <i>have, has, had</i> or <i>will have</i> before a verb. For example: <i>I have slept</i> (<u>present perfect</u>); <i>Latasha has eaten</i> (<u>present perfect</u>); <i>Latasha had been unwell</i> (<u>past perfect</u>) and <i>Latasha will have slept</i> (<u>future perfect</u>).
Personal Language Y5	Personal language uses <u>pronouns</u> such as <i>I, you, we, they, us, me, our</i>, etc. For example, 'When <i>I</i> switch on the bulb, it lights up'.
Phrasal Verb Y5	A phrasal verb is a two, or three-word phrase that has either a verb + adverb; a verb + preposition; or a verb + adverb + preposition. <i>Mr Brock comes from Michigan.</i> (comes = verb, from = preposition) <i>Please turn down the music.</i> (turn = verb, down = adverb) Melody got back at her sister for taking her book. (got = verb, back = adverb, at = preposition)

Term	Definition and Example
Plural Y1	Plural nouns are <u>nouns</u> that describe more than one thing. They usually end in the letter 's' (or 'es'), although there are many exceptions. For example: dogs, boxes and houses are all plural nouns. So are mice, geese and men. Plural nouns should not be confused with <u>collective nouns</u>.

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Possessive Noun Y2	A possessive noun is a <u>noun</u> that shows someone owns something. Possessive nouns can be <u>singular</u> or <u>plural</u>. <i>I went to the office to collect the girl's trophy.</i> In the sentence above 'girl' is followed by 's to show that the trophy belonged to one girl. <i>I went to the office to collect the girls' trophy.</i> In the sentence above 'girls' is followed by 's to show that the trophy belonged to more than one girl. If a noun, whether singular or plural, ends in the letter s, it is not necessary to add 's to the end of the word. An ' on its own is acceptable.
Prefix Y1	A prefix is a letter or letters added to the beginning of a word to turn it into a different word. For example, 'un-' is added to the word 'friendly' to make the new word 'unfriendly'.

Term	Definition and Example
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Preposition Y3	A preposition is a word that usually shows: - <i>Where</i> one thing is in relation to another; - <i>When</i> one thing happened in relation to another; - <i>direction</i> of travel. For example: <i>He walked towards the house on the hill after lunch.</i> The words 'towards', 'on' and 'after' are all prepositions. If a sentence contains a word that is usually a preposition, but there are two <u>clauses</u> in the sentence, the word will then act as a <u>subordinating conjunction</u>, rather than a preposition.
Present Perfect Tense Y3	The present perfect tense shows that something has happened. It always uses the words 'has' or 'have' followed by a <u>verb</u> in the <u>past tense</u>. <i>Abigail has been at Holy Trinity for three years.</i> <i>The Year 6 children have played football this morning.</i>
Present Perfect Progressive Tense Y6	The present perfect progressive tense shows that something has happened, and is ongoing. It always uses the words 'has' or 'have' followed by 'been' and a <u>verb</u> with 'ing' as a <u>suffix</u>. <i>Roni has been reading her book all day.</i> <i>Class 12 have been practising for SPaG all year.</i>
Present Progressive Tense Y2	The present progressive tense shows that an action is ongoing. It always uses the words 'is', 'am' or 'are' followed by a <u>verb</u> with 'ing' as a <u>suffix</u>. <i>Roni is reading her book.</i> <i>I am learning French in school.</i> <i>Class 12 are practising for their SPaG test.</i>

Term	Definition and Example
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Present Tense Y2	A <u>verb</u> in the present tense is used to show that something is happening now, or is something that happens regularly. For example: <i>I go to the park and play football.</i>
Pronoun and Personal Pronoun Y4	A pronoun is a word that is used to replace a <u>noun</u> in a sentence. They are used so we do not have to keep repeating the same <u>noun</u>. Instead of saying: <i>Empty the bottle and put the bottle in the recycling bin;</i> we would say: <i>Empty the bottle and put it in the recycling bin.</i> A personal pronoun is a word that is used to replace the name of a person. Instead of saying: <i>Phoebe scraped Phoebe's knee and bruised Phoebe's elbow when Phoebe fell off Phoebe's bike;</i> we would say: <i>Phoebe scraped her knee and bruised her elbow when she fell off her bike.</i>
Proper Noun Y2	A proper noun is a name. It can be a person's name, a country, city or town, a geographical location, a day or a month and the name of a company. Proper nouns always start with capital letters. <i>'Mrs Brown', 'Tuesday' and 'Scotland' are all proper nouns.</i>
Question Marks ? Y1	A question mark is a type of punctuation used at the end of a sentence to show that a question is being asked. <i>When will you get home?</i> <i>Before you got married, what was your surname?</i>

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Term	Definition and Example
Reflexive Pronoun Y5	A reflexive pronoun is a <u>pronoun</u> that refers back to a <u>noun</u> mentioned earlier in a sentence, or text. Reflexive pronouns always end in 'self' or 'selves'. <i>He, Charlie, Jude etc → himself</i> <i>She, Zuzanna, Tyra etc → herself</i> <i>I, me → myself</i> <i>One → oneself</i> <i>It → itself</i> <i>You → yourself (singular) or yourselves (plural)</i> <i>Us, we → ourselves</i> <i>They, them → themselves</i>
Relative Clause Y4	A relative clause is a <u>clause</u> that adds detail to a <u>noun</u>. It always comes <i>after the noun</i>, and begins with a <u>relative pronoun</u>. For example: <i>'The lion, who had been asleep, opened its eyes.'</i> The relative clause in this sentence is 'who had been asleep', as it adds detail to 'the lion'.
Relative Pronoun Y5	A relative pronoun is a word that links a <u>relative clause</u> to the <u>noun</u> that it describes. For example: <i>'That's the girl who won the prize.'</i> <i>'She scored five goals, which impressed the team.'</i> The words 'that', 'which', 'who', 'whose' and 'whom' are all relative pronouns. The words 'when', 'where', and 'why' can also be relative pronouns.

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Term	Definition and Example
Root Word Y3	A root word is the simplest form of a word, before any <u>prefix</u> or <u>suffix</u> is added to it. For example 'friend' is the root word of 'unfriendly'.
Sentence Y1	A sentence is a word, or a group of words which act together to have a meaning. Sentences always start with a <u>capital letter</u> and end with some form of <u>punctuation</u>; either a <u>full stop</u>, a <u>question mark</u>, an <u>exclamation mark</u> or an <u>ellipsis</u>.
Simple Past Tense Y2	The simple past tense is the tense used to show that an action has happened. The <u>verbs</u> in the simple past tense usually end in 'ed', unless they are <u>irregular verbs</u>. <i>Mr Mullen booked his holiday.</i> <i>Katie ran all the way home.</i>
Simple Present Tense Y2	The simple present tense is used to show that an action happens, but does not say if it is complete, or has finished. <i>Jed rides a skateboard.</i> <i>Tyler plays with his baby brother.</i> <i>I read for pleasure.</i> <i>You learn at school.</i>
Singular Y1	Singular means that there is just one. A singular <u>noun</u> is a noun that describes one single thing. For example, 'cat' or 'boy'.
Slang or Colloquialism Y4	Slang means casual language that is not <u>Standard English</u>. For example, 'quid' instead of 'pounds' is slang. Slang should not be used in writing except to create a casual and chatty effect, for example in direct speech.

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Term	Definition and Example
Standard English Y4	Standard English is grammatically correct and avoids <u>slang</u> and <u>dialect</u> words. Standard English does not always have to be <u>formal language</u> so <u>contractions</u> can be used. For example, <i>I ain't gonna go there;</i> is not standard English, but <i>I'm not going to go there,</i> is standard English.
Statement Y2	A statement is a type of <u>sentence</u> that gives information. An easy way to know if a <u>sentence</u> is a statement, is that it is not a <u>question</u>, <u>exclamation</u> or a <u>command</u>. <i>The dog chased the cat.</i> <i>Leia helped other children with their homework.</i>
Sub-heading Y3	A sub-heading is a <u>word</u> or a <u>phrase</u> that is used above a <u>paragraph</u> to tell the reader what that section of writing is about. It can be used to break a section or topic into smaller parts. Sub-headings are usually seen in non-chronological reports.
Subject Y1	The subject is the focus of a sentence and is usually the first <u>noun</u> or <u>pronoun</u> mentioned in a sentence. The subject is usually the thing doing the <u>verb</u> when a sentence is in the <u>active voice</u>. When a sentence is in the <u>passive voice</u>, the subject is usually the thing the verb happens to. <i>The dog chased the cat. (Active voice)</i> The subject in this sentence is the dog. The dog did the verb, 'chased'. <i>The cat was chased by the dog. (Passive voice)</i> In this sentence, the subject is the cat, because the sentence is about what happened to the cat.

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Term	Definition and Example
Subjunctive Y6	The subjunctive form of a <u>verb</u> creates a feeling of uncertainty. It is used to talk about something that hasn't actually happened. For example: <i>I insist that Lana tidy the classroom.</i> The verb insist is in the subjunctive form. Lana isn't actually tidying the classroom; the sentence says that she should, but she might not. Some of the verbs and expressions that use the subjunctive are: to advise; to ask; to demand; to insist; to recommend; to suggest; It is best; It is important; It is vital; It is a good/bad idea. The subjunctive is a very formal way of speaking, or writing.
Subordinate Clause Y3	A subordinate clause is a <u>clause</u> that only makes sense along with the <u>main clause</u>. It does not make sense as a sentence on its own. For example, in <i>Latasha drinks water when she is thirsty</i>, the subordinate clause is when she is thirsty. A subordinate clause can come before or after a <u>main clause</u>, or in between two main clauses in a sentence.
Subordinating Conjunction Y2	A subordinating conjunction is a word used to connect a <u>subordinate clause</u> to a <u>main clause</u> in a <u>sentence</u>. <i>Latasha drinks water when she is thirsty.</i> Although <i>Lana is not as tall as other children, she is an excellent distance runner.</i> <i>Martin went to the chapel before he ate his dinner.</i>
Suffix Y1	A suffix is a letter or letters added to the end of a word to turn it into a different word. For example, '-ed' is added to the end of the word 'look' to make the new word 'looked'.
Synonym Y6	Synonyms are words that have the same or very similar meanings. Some example of synonyms are: happy and cheerful; beautiful and pretty; strong and tough; rich and wealthy; funny and comical; positive and optimistic.

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Term	Definition and Example
Tense Y Y2	Tense shows <i>when</i> a <u>verb</u> takes place. We show tense by using different forms of the verb. For example: <i>I swim</i> is in the <u>present tense</u>, <i>I swam</i> is in the <u>past tense</u> and <i>I will swim</i> is in the <u>future tense</u>.
Tense Consistency Y2	Tense consistency is used in writing for clarity of understanding. To help understand when something happened, is happening or will happen, the same tense should be used. <i>Jed practised singing for the production, and does well in the auditions.</i> This sentence has not used tense consistency because practised is <u>past tense</u> and does is <u>present simple tense</u>. <i>Jed practised singing for the production, and did well in the auditions.</i> This sentence has used tense consistency because practised and did are <u>past tense verbs</u>. Tense consistency can change within a sentence when writing about something that happened in the past and linking it to the present, or future. <i>Jed practised singing for the production, and is doing well in the auditions.</i> This sentence has used tense consistency correctly because practised is <u>past tense</u> in the first <u>clause</u>, and is doing in the second <u>clause</u> is <u>present continuous tense</u>, telling what is happening as a result. <i>Jed practised singing for the production, and will do well in the auditions.</i> This sentence has used tense consistency correctly because practised is <u>past tense</u> in the first <u>clause</u>, and will do in the second <u>clause</u> is <u>future tense</u>, telling what will happen as a result.

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Term	Definition and Example
Thesaurus Y3	A thesaurus is a reference book that lists words in groups of <u>synonyms</u> .
Time Y3	Time is <i>when</i> something happens. For example: <i>in the morning</i> .
Transitive Verb Y5	A transitive verb is an action that happens to something. Most <u>verbs</u> are, or can be transitive verbs. <i>Keiron sat down on the chair.</i> In this sentence, sat is a transitive verb because the action (sat) happened to an object (the chair).
Verb Y1	Verbs are often called 'doing' words, but can also describe what something is 'being'. For example: ' <i>It was cold</i> '. They may be in the past, present or future <u>tense</u> . The words ' looked ', ' look ' and ' will look ' are all forms of the verb ' to look ', but are in different tenses.
Verb in the perfect form Y5	A verb in the perfect form is a <u>verb</u> that has been, or will be completed. They can be <u>past perfect</u> , <u>present perfect</u> or <u>future perfect</u> . All three perfect forms can also be <u>progressive</u> . Verbs in the perfect form use the words had (past perfect), has or have (present perfect) or will have (future perfect). <i>Lea had awoken before the alarm sounded. (past perfect)</i> <i>Gemini has done well in her choir competition. (present perfect)</i> <i>Leo, Billy and Charlie have done very well in Year 6. (present perfect)</i> <i>Melody will have finished her writing before anyone else. (future perfect)</i>

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Term	Definition and Example
Verb phrase Y2	A verb phrase is a group of words that has a <u>verb</u> in it, as well as one or more <u>auxiliary verbs</u>. <i>Naomi was running.</i> <i>Naomi has been running.</i> <i>Naomi should have been running.</i>
Vowel Aa Ee Ii Oo Uu Y1	'Vowel' can mean: - A sound that you do not use your lips, tongue or teeth to make, when speaking. - A letter that, when read aloud, makes a <u>vowel</u> sound. a, e, i, o, and u are vowel letters. y can be a vowel letter or a <u>consonant</u> letter.
Word family Y3	A word family is a group of words that are linked by spelling, meaning or a grammatical rule. For example, 'teach', 'teacher' and 'teaching' all share the <u>root word</u> 'teach'.
Word meaning Y3	Word meaning is the <u>definition</u> of a word, or what a word is commonly understood to mean.