

							Summary	
Working towards the expected standard								
The pupil can:								
use capital letters, full stops, question marks, exclamation marks and using	commas to separate items in a list							
	apostrophe to mark singular possession in nouns							
when punctuating speech	uses inverted commas accurately							
	uses other punctuation to indicate direct speech							
choose nouns or pronouns for clarity and cohesion and to avoid repetition								
use the present perfect form of verbs in contrast to the past tense								
organise paragraphs around a theme								
spell common words correctly, including exception words								
Working at the expected standard								
The pupil can:								
use brackets, dashes or commas to indicate parenthesis								
begin to use commas to clarify meaning or avoid ambiguity								
use modal verbs or adverbs to indicate degrees of possibility								
use a range of cohesive devices, including	determiners							
	conjunctions							
	pronouns							
	adverbs							
plan writing by:	identifying the audience for and purpose of the writing							
	selecting the appropriate form and using other similar writing as models for their own							
in narrative writing:	describing settings, characters and atmosphere							
	integrating dialogue to convey and advance the action							
use organisational and presentational devices to structure text and guide the reader (e.g. headings, bullet points, underlining)								
select appropriate grammar and vocabulary, understanding how such choices can change and enhance meaning								
Draft and write by précising longer passages								
use the correct grammatical language, appropriate to their year group, when discussing their own and others' writing								
convert nouns or adjectives into verbs using suffixes								
use consistent and correct use of tense throughout a piece of writing								
ensure correct subject and verb agreement								
proof-read for spelling and punctuation errors and evaluate and edit by assessing the effectiveness of their own and other's work								
use a dictionary to check spellings and use a thesaurus to select vocabulary								
spell common exception words, homophones and words with silent letters correctly								
write fluently and legibly with increasing speed by joining their handwriting consistently								
Working at greater depth								
The pupil can:								
make some correct use of	semi-colons							
	dashes							
	colons to introduce a list							

	hyphens							
	create atmosphere, and integrating dialogue to convey character and advance the action							
	select vocabulary and grammatical structures that reflect the level of formality required mostly correctly							
	use adverbials of time, place and number							

