

## SPaG Checklist

- ☐ Have I used an appropriate writing style: is the intended tone and purpose clear?
- ☐ Have I checked my work to make sure my meaning is clear: for example, is tense correct and clauses accurately demarcated?
- ☐ Have I written in paragraphs?
- ☐ Are my quotations in inverted commas?
- ☐ Have I used a range of punctuation accurately, including capitalisation?
- ☐ Have I used terminology accurately?

Have I proofread?

## Punctuation

- ’** **Apostrophe:** shows belonging (Sally’s boots) or missing letters (can’t).
- :** **Colon:** joins two related clauses, where one cannot stand alone.
- ;** **Semicolon:** joins two clauses that are related but can stand alone as well. Inverted commas: indicate quoted words.
- ”** **Inverted commas:** indicate quoted words and direct speech.
- ...** **Ellipsis:** indicates omission e.g. time passing or a thought trailing off.
- ( )** **Brackets:** separate additional information from main clause.

## Connectives

**Comparing**  
equally  
similarly  
likewise

**Contrasting**  
whereas  
alternatively  
on the other hand  
in contrast

**Adding**  
also  
as well as  
moreover

**Illustrating**  
for example  
for instance  
such as  
as seen in

**Emphasis**  
significantly  
above all  
in particular

**Qualifying**  
however  
although  
except

**Sequencing**  
next  
firstly  
finally  
meanwhile  
subsequently

**Cause and effect**  
because  
therefore  
consequently  
so

## Homophones

**their:** Where are their coats?  
**there:** I put them over there.  
**they’re:** They’re leaving now.  
**to:** I am going to go home.  
**too:** Me too.  
**two:** There are two of them.  
**your:** Your house is lovely.  
**you’re:** You’re welcome.  
**new:** She has a new pen.  
**knew:** He knew a lot for his age.  
**dear:** My dear friend  
**deer:** My pet deer

**right:** Turn right.  
**write:** I will write that down.  
**which:** Which one do you like?  
**witch:** There was an evil witch.  
**peace:** World peace.  
**piece:** I had a huge piece of pie.  
**were:** The cats were asleep  
**where:** Where is it?  
**wear:** I like to wear my gloves.  
**hole:** He fell into a hole.  
**whole:** We ate the whole cake.  
**fair:** Those rules aren’t fair.

## Lesson Keywords

## Commonly Misspelled Words

across  
acquire  
argument  
basically  
beautiful  
beginning  
business  
commission  
completely  
definitely  
disappear  
embarrass  
environment

especially  
friend  
fulfilled  
government  
grievance  
independent  
irreparable  
knowledge  
necessary  
occurred  
occasion  
politician  
propaganda

publicly  
really  
religious  
remembrance  
separate  
successful  
surprise  
tomorrow  
tongue  
truly  
unfortunately  
until  
wherever