

the correct tense
used consistently
including the
present perfect tense

'a' or 'an' used
correctly

writing organised
into paragraphs
around a theme

simple layout devices
in non-fiction,
e.g. headings and
sub-headings

conjunctions to
express time,
place and cause,
e.g. when, before,
after, while, so,
because, etc.

adverbs to express
time, place and cause,
e.g. then, next, soon,
therefore, etc.

prepositions to express
time, place and cause,
e.g. before, after, during,
in, because of, etc.

subordinate clauses

prefix words
spelt correctly,
e.g. irrelevant,
autograph, incorrect,
disobey, superstar,
antisocial, etc.

suffix words
spelt correctly, e.g.
usually, poisonous,
adoration, etc.

common homophones
spelt and used
correctly, e.g. which
and witch

Y3/Y4 statutory
spelling words

headings and
sub-headings

introduction
sentence(s)

a list of what
is needed

steps in
chronological order

imperative
(bossy) verbs

numbers to separate
the steps

conclusion sentence

adverbs, conjunctions
and prepositions to
show time