

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