

# Writing

40 – 60 Months

ELG

Reception

- Give meaning to marks they make as they draw, write and paint.
- Begin to break the flow of speech into words.
- Continue a rhyming string.
- Can hear and say the initial sound in words.
- Can segment the sounds in simple words and blend them together.
- Links sounds to letters, naming and sounding letters of the alphabet.
- Uses some clearly identifiable letters to communicate meaning, representing some sounds correctly and in sequence.
- Writes their own name and other things such as labels, captions.
- Attempts to write short sentences in meaningful contexts
  
- Extends their vocabulary, especially by grouping and naming, exploring the meaning of sounds of new words.
- Uses language to imagine and recreate roles and experiences in play situations.
- Links statements and sticks to a main theme or intention.
- Uses talk to organise, sequence and clarify thinking, ideas, feelings and events.
- Introduces a storyline or narrative into their play.

**By the end of Reception, pupils should be able to:**

- Uses their phonic knowledge to write words in ways which match their spoken sounds.
- Writes some irregular words.
- Write simple sentences which can be read by themselves and others.
- Some words are spelt correctly and others are phonetically plausible.

Transcription

Composition

Vocabulary, Grammar and Punctuation

**By the end of Year 1, pupils should be able to:****Spelling:**

- Spell words containing each of the 40+ phonemes already taught, common exception words, the days of the week
- Name the letters of the alphabet in order
- Use letter names to distinguish between alternative spellings of the same sound
- Add prefixes and suffixes:
- Use the spelling rule for adding –s or –es as the plural marker for nouns and the third person singular marker for verbs
- Use the prefix un–
- Use the suffixes –ing, –ed, –er and –est where no change is needed in the spelling of root words
- Apply simple spelling rules and guidance, as listed in English Appendix 1
- Write from memory simple sentences dictated by the teacher that include words using the 40+ GPCs and common exception words taught so far.

**Handwriting:**

- Sit correctly at a table, holding a pencil comfortably and correctly
- Begin to form lower-case letters in the correct direction, starting and finishing in the right place
- Form capital letters
- Form digits 0-9
- Understand which letters belong to which handwriting ‘families’ (i.e. letters that are formed in similar ways) and to practise these.

**By the end of Year 1, pupils should be able to write sentences by:**

- Saying out loud what they are going to write about
- Composing a sentence orally before writing it
- Sequencing sentences to form short narratives
- Re-reading what they have written to check that it makes sense
- Discussing what they have written with the teacher or other pupils
- Reading aloud their writing clearly enough to be heard by their peers and the teacher.

**By the end of Year 1, pupils should be able to:**

- Develop their understanding of the concepts set out in English Appendix 2 by:
- Leave spaces between words
- Joining words and join clauses using and
- Begin to punctuate sentences using a capital letter and a full stop, question mark or exclamation mark
- Use a capital letter for names of people, places, the days of the week, and the personal pronoun ‘I’
- Know the grammar for year 1 in English Appendix 2
- Use the grammatical terminology in English Appendix 2 in discussing their writing.

Year 2	<p><b>By the end of Year 2, pupils should be able to:</b></p> <p><b>Spelling:</b></p> <ul style="list-style-type: none"> <li>• Spell by segmenting spoken words into phonemes and representing these by graphemes, spelling many correctly</li> <li>• Learn new ways of spelling phonemes for which one or more spellings are already known, and learn some words with each spelling, including a few common homophones</li> <li>• Spell common exception words</li> <li>• Spell more words with contracted forms</li> <li>• Use the possessive apostrophe (singular)</li> <li>• Distinguish between homophones and near-homophones</li> <li>• Add suffixes to spell longer words, including –ment, –ness, –ful, –less, –ly</li> <li>• Apply spelling rules and guidance, as listed in English Appendix 1</li> <li>• Write from memory simple sentences dictated by the teacher that include words using the GPCs, common exception words and punctuation taught so far.</li> </ul> <p><b>Handwriting:</b></p> <ul style="list-style-type: none"> <li>• Form lower-case letters of the correct size relative to one another</li> <li>• Start using some of the diagonal and horizontal strokes needed to join letters and understand which letters, when adjacent to one another, are best left unjoined</li> <li>• Write capital letters and digits of the correct size, orientation and relationship to one another and to lower case letters</li> <li>• Use spacing between words that reflects the size of the letters.</li> </ul>	<p><b>By the end of Year 2, pupils should develop positive attitudes towards and stamina for writing by:</b></p> <ul style="list-style-type: none"> <li>• Writing narratives about personal experiences and those of others (real and fictional)</li> <li>• Writing about real events</li> <li>• Writing poetry</li> <li>• Writing for different purposes</li> <li>• Considering what they are going to write before beginning by: <ul style="list-style-type: none"> <li>• planning or saying out loud what they are going to write about</li> <li>• Writing down ideas and/or key words, including new vocabulary</li> <li>• Encapsulating what they want to say, sentence by sentence</li> </ul> </li> <li>• Make simple additions, revisions and corrections to their own writing by: <ul style="list-style-type: none"> <li>• Evaluating their writing with the teacher and other pupils</li> <li>• Re-reading to check that their writing makes sense and that verbs to indicate time are used correctly and consistently, including verbs in the continuous form</li> <li>• Proof-reading to check for errors in spelling, grammar and punctuation</li> </ul> </li> <li>• Read aloud what they have written with appropriate intonation to make the meaning clear.</li> </ul>	<p><b>By the end of Year 2, pupils should be able to:</b></p> <ul style="list-style-type: none"> <li>• Use both familiar and new punctuation correctly (see English Appendix 2), including full stops, capital letters, exclamation marks, question marks, commas for lists and apostrophes for contracted forms and the possessive (singular)</li> <li>• Use sentences with different forms: statement, question, exclamation, command</li> <li>• Use expanded noun phrases to describe and specify</li> <li>• Use the present and past tenses correctly and consistently including the progressive form</li> <li>• Use subordination and co-ordination</li> <li>• Use the grammar for year 2 in English Appendix 2</li> <li>• Use some features of written Standard English</li> <li>• Use and understand the grammatical terminology in English Appendix 2 in discussing their writing.</li> </ul>
--------	--	--	---

Year 3	<p><b>By the end of Year 3, pupils should be able to:</b></p> <p><b>Spelling:</b></p> <ul style="list-style-type: none"> <li>• Use further prefixes and suffixes and understand how to add them (English Appendix 1)</li> <li>• Spell further homophones</li> <li>• Spell words that are often misspelt (English Appendix 1)</li> <li>• Place the possessive apostrophe accurately in words with regular plurals and in words with irregular plurals</li> <li>• Use the first two or three letters of a word to check its spelling in a dictionary</li> <li>• Write from memory simple sentences, dictated by the teacher, that include words and punctuation taught so far.</li> </ul> <p><b>Handwriting:</b></p> <ul style="list-style-type: none"> <li>• use the diagonal and horizontal strokes that are needed to join letters and</li> <li>• understand which letters, when adjacent to one another, are best left unjoined</li> <li>• ☑ increase the legibility, consistency and quality of their handwriting [for example, by</li> <li>• ensuring that the downstrokes of letters are parallel and equidistant; that lines of</li> <li>• writing are spaced sufficiently so that the ascenders and descenders of letters do not</li> <li>• touch].</li> </ul>	<p><b>By the end of Year 3, pupils should be able to:</b></p> <p>Plan their writing by:</p> <ul style="list-style-type: none"> <li>• Discussing writing similar to that which they are planning to write in order to understand and learn from its structure, vocabulary and grammar</li> <li>• Discussing and recording ideas</li> </ul> <p>Draft and write by:</p> <ul style="list-style-type: none"> <li>• Composing and rehearsing sentences orally (including dialogue), progressively building a varied and rich vocabulary and an increasing range of sentence structures (English Appendix 2)</li> <li>• Organising paragraphs around a theme</li> <li>• In narratives, creating settings, characters and plot</li> <li>• In non-narrative material, using simple organisational devices [for example, headings and sub-headings]</li> </ul> <p>Evaluate and edit by:</p> <ul style="list-style-type: none"> <li>• Assessing the effectiveness of their own and others' writing and suggesting improvements</li> <li>• Proposing changes to grammar and vocabulary to improve consistency, including the accurate use of pronouns in sentences</li> <li>• Proof-read for spelling and punctuation errors</li> <li>• Read aloud their own writing, to a group or the whole class, using appropriate intonation and controlling the tone and volume so that the meaning is clear.</li> </ul>	<p><b>By the end of Year 3, pupils should be able to:</b></p> <ul style="list-style-type: none"> <li>• Extend the range of sentences with more than one clause by using a wider range of conjunctions, including when, if, because, although</li> <li>• Use the present perfect form of verbs in contrast to the past tense</li> <li>• Choose nouns or pronouns appropriately for clarity and cohesion and to avoid repetition</li> <li>• Use conjunctions, adverbs and prepositions to express time and cause</li> <li>• Use fronted adverbials</li> <li>• Use the grammar for years 3 and 4 in English Appendix 2</li> </ul> <p>Indicate grammatical and other features by:</p> <ul style="list-style-type: none"> <li>• Using commas after fronted adverbials</li> <li>• Indicating possession by using the possessive apostrophe with plural nouns</li> <li>• Using and punctuating direct speech</li> </ul> <ul style="list-style-type: none"> <li>• Use and understand the grammatical terminology in English Appendix 2 accurately and appropriately when discussing their writing and reading.</li> </ul>
--------	---	--	---

Year 4	<p><b>By the end of Year 4, pupils should be able to:</b></p> <p><b>Spelling:</b></p> <ul style="list-style-type: none"> <li>• Use further prefixes and suffixes and understand how to add them (English Appendix 1)</li> <li>• Spell further homophones</li> <li>• Spell words that are often misspelt (English Appendix 1)</li> <li>• Place the possessive apostrophe accurately in words with regular plurals and in words with irregular plurals</li> <li>• Use the first two or three letters of a word to check its spelling in a dictionary</li> <li>• Write from memory simple sentences, dictated by the teacher, that include words and punctuation taught so far.</li> </ul> <p><b>Handwriting:</b></p> <ul style="list-style-type: none"> <li>• use the diagonal and horizontal strokes that are needed to join letters and</li> <li>• understand which letters, when adjacent to one another, are best left unjoined</li> <li>• ☑ increase the legibility, consistency and quality of their handwriting [for example, by</li> <li>• ensuring that the downstrokes of letters are parallel and equidistant; that lines of</li> <li>• writing are spaced sufficiently so that the ascenders and descenders of letters do not</li> <li>• touch].</li> </ul>	<p><b>By the end of Year 4, pupils should be able to:</b></p> <p>Plan their writing by:</p> <ul style="list-style-type: none"> <li>• Discussing writing similar to that which they are planning to write in order to understand and learn from its structure, vocabulary and grammar</li> <li>• Discussing and recording ideas</li> </ul> <p>Draft and write by:</p> <ul style="list-style-type: none"> <li>• Composing and rehearsing sentences orally (including dialogue), progressively building a varied and rich vocabulary and an increasing range of sentence structures (English Appendix 2)</li> <li>• Organising paragraphs around a theme</li> <li>• In narratives, creating settings, characters and plot</li> <li>• In non-narrative material, using simple organisational devices [for example, headings and sub-headings]</li> </ul> <p>Evaluate and edit by:</p> <ul style="list-style-type: none"> <li>• Assessing the effectiveness of their own and others' writing and suggesting improvements</li> <li>• Proposing changes to grammar and vocabulary to improve consistency, including the accurate use of pronouns in sentences</li> <li>• Proof-read for spelling and punctuation errors</li> <li>• Read aloud their own writing, to a group or the whole class, using appropriate intonation and controlling the tone and volume so that the meaning is clear.</li> </ul>	<p><b>By the end of Year 4, pupils should be able to:</b></p> <ul style="list-style-type: none"> <li>• Extend the range of sentences with more than one clause by using a wider range of conjunctions, including when, if, because, although</li> <li>• Use the present perfect form of verbs in contrast to the past tense</li> <li>• Choose nouns or pronouns appropriately for clarity and cohesion and to avoid repetition</li> <li>• Use conjunctions, adverbs and prepositions to express time and cause</li> <li>• Use fronted adverbials</li> <li>• Use the grammar for years 3 and 4 in English Appendix 2</li> </ul> <p>Indicate grammatical and other features by:</p> <ul style="list-style-type: none"> <li>• Using commas after fronted adverbials</li> <li>• Indicating possession by using the possessive apostrophe with plural nouns</li> <li>• Using and punctuating direct speech</li> </ul> <ul style="list-style-type: none"> <li>• Use and understand the grammatical terminology in English Appendix 2 accurately</li> <li>• and appropriately when discussing their writing and reading.</li> </ul>
--------	---	--	--