Reading: word reading	Reading : comprehension
Pupils should be taught to:	Pupils should be taught to:
 apply phonic knowledge and skills as the route to decode words respond speedily with the correct sound to graphemes (letters or 	 develop pleasure in reading, motivation to read, vocabulary and understanding by:
groups of letters) for all 40+ phonemes, including, where applicable, alternative sounds for graphemes	 listening to and discussing a wide range of poems, stories and non-fiction at a level beyond that at which they can
 read accurately by blending sounds in unfamiliar words containing GPCs that have been taught 	read independentlybeing encouraged to link what they read or hear read to
 read common exception words, noting unusual correspondences 	their own experiences
between spelling and sound and where these occur in the word	 becoming very familiar with key stories, fairy stories and
 read words containing taught GPCs and -s, -es, -ing, -ed, -er and - est endings 	traditional tales, retelling them and considering their particular characteristics
 read other words of more than one syllable that contain taught 	 recognising and joining in with predictable phrases
GPCs	 learning to appreciate rhymes and poems, and to recite some by heart
 read words with contractions [for example, I'm, I'll, we'll], and understand that the apostrophe represents the omitted letter(s) 	 discussing word meanings, linking new meanings to those already known
 read aloud accurately books that are consistent with their developing phonic knowledge and that do not require them to use other strategies to work out words 	 understand both the books they can already read accurately and fluently and those they listen to by:
 re-read these books to build up their fluency and confidence in 	 drawing on what they already know or on background information and vocabulary provided by the teacher
word reading.	 checking that the text makes sense to them as they read and correcting inaccurate reading
	 discussing the significance of the title and events
	 making inferences on the basis of what is being said and done

-		
		 predicting what might happen on the basis of what has been read so far
	•	participate in discussion about what is read to them, taking turns and listening to what others say
	•	explain clearly their understanding of what is read to them.

Writing: composition	Writing: transcription
Pupils should be taught to:	Spelling
 write sentences by: 	Pupils should be taught to:
 saying out loud what they are going to write about 	 spell:
 composing a sentence orally before writing it 	 words containing each of the 40+ phonemes already
 sequencing sentences to form short narratives 	taught
 re-reading what they have written to check that it makes sense 	 common exception words
 discuss what they have written with the teacher or other pupils 	 the days of the week
 read aloud their writing clearly enough to be heard by their peers and 	 name the letters of the alphabet:
the teacher.	 naming the letters of the alphabet in order
	 using letter names to distinguish between alternative spellings of the same sound
Handwriting	 add prefixes and suffixes:
Pupils should be taught to:	 using the spelling rule for adding –s or –es as the plural
 sit correctly at a table, holding a pencil comfortably and correctly 	marker for nouns and the third person singular marker for
 begin to form lower-case letters in the correct direction, starting and 	verbs
finishing in the right place	 using the prefix un-
 form capital letters 	 using –ing, –ed, –er and –est where no change is needed in
 form digits 0-9 	the spelling of root words [for example, helping, helped, helper, eating, quicker, quickest]
understand which letters belong to which handwriting 'families' (i.e. letters	 apply simple spelling rules and guidance, as listed in spelling list
that are formed in similar ways) and to practise these.	 write from memory simple sentences dictated by the teacher that include words using the GPCs and common exception words taught so far.

Writing: vocabulary, punctuation and grammar

Pupils should be taught to:

- develop their understanding of the concepts set out in English Appendix 2 by:
 - leaving spaces between words
 - joining words and joining clauses using and
 - beginning to punctuate sentences using a capital letter and a full stop, question mark or exclamation mark
 - using a capital letter for names of people, places, the days of the week, and the personal pronoun 'l'
 - learning the grammar for year 1 in English Appendix 2
 - use the grammatical terminology in English Appendix 2 in discussing their writing.

Notes and guidance (non-statutory)

Reading

Pupils should revise and consolidate the GPCs and the common exception words taught in Reception. As soon as they can read words comprising the year 1 GPCs accurately and speedily, they should move on to the year 2 programme of study for word reading.

The number, order and choice of exception words taught will vary according to the phonics programme being used. Ensuring that pupils are aware of the GPCs they contain, however unusual these are, supports spelling later.

Young readers encounter words that they have not seen before much more frequently than experienced readers do, and they may not know the meaning of some of these. Practice at reading such words by sounding and blending can provide opportunities not only for pupils to develop confidence in their decoding skills, but also for teachers to explain the meaning and thus develop pupils' vocabulary. Pupils should be taught how to read words with suffixes by being helped to build on the root words that they can read already. Pupils' reading and re-reading of books that are closely matched to their developing phonic knowledge and knowledge of common exception words supports their fluency, as well as increasing their confidence in their reading skills. Fluent word reading greatly assists comprehension, especially when pupils come to read longer books.

Pupils should have extensive experience of listening to, sharing and discussing a wide range of high-quality books with the teacher, other adults and each other to engender a love of reading at the same time as they are reading independently.

Pupils' vocabulary should be developed when they listen to books read aloud and when they discuss what they have heard. Such vocabulary can also feed into their writing. Knowing the meaning of more words increases pupils' chances of understanding when they read by themselves. The meaning of some new words should be introduced to pupils before they start to read on their own, so that these unknown words do not hold up their comprehension.

However, once pupils have already decoded words successfully, the meaning of those that are new to them can be discussed with them, so contributing to developing their early skills of inference. By listening frequently to stories, poems and non-fiction that they cannot yet read for themselves, pupils begin to understand how written language can be structured in order, for example, to build surprise in narratives or to present facts in non-fiction. Listening to and discussing information books and other non-fiction establishes the foundations for their learning in other subjects. Pupils should be shown some of the processes for finding out information.

Through listening, pupils also start to learn how language sounds and increase their vocabulary and awareness of grammatical structures. In due course, they will be able to draw on such grammar in their own writing.

Rules for effective discussions should be agreed with and demonstrated for pupils. They should help to develop and evaluate them, with the expectation that everyone takes part. Pupils should be helped to consider the opinions of others.

Role-play can help pupils to identify with and explore characters and to try out the language they have listened to.

Writing

Reading should be taught alongside spelling, so that pupils understand that they can read back words they have spelt.

Pupils should be shown how to segment spoken words into individual phonemes and then how to represent the phonemes by the appropriate grapheme(s). It is important to recognise that phoneme-grapheme correspondences (which underpin spelling) are more variable than grapheme-phoneme correspondences (which underpin reading). For this reason, pupils need to do much more word-specific rehearsal for spelling than for reading.

At this stage pupils will be spelling some words in a phonically plausible way, even if sometimes incorrectly. Misspellings of words that pupils have been taught to spell should be corrected; other misspelt words should be used to teach pupils about alternative ways of representing those sounds.

Writing simple dictated sentences that include words taught so far gives pupils opportunities to apply and practise their spelling.

At the beginning of year 1, not all pupils will have the spelling and handwriting skills they need to write down everything that they can compose out loud.

Pupils should understand, through demonstration, the skills and processes essential to writing: that is, thinking aloud as they collect ideas, drafting, and re-reading to check their meaning is clear.

Handwriting

Handwriting requires frequent and discrete, direct teaching. Pupils should be able to form letters correctly and confidently. The size of the writing implement (pencil, pen) should not be too large for a young pupil's hand. Whatever is being used should allow the pupil to hold it easily and correctly so that bad habits are avoided.

Left-handed pupils should receive specific teaching to meet their needs.

Vocabulary, Grammar and Punctuation

Pupils should be taught to recognise sentence boundaries in spoken sentences and to use the vocabulary listed in English Appendix 2 ('Terminology for pupils') when their writing is discussed.

Pupils should begin to use some of the distinctive features of Standard English in their writing. 'Standard English' is defined in the Glossary.

Reading: word reading	Reading : comprehension
Pupils should be taught to:	Pupils should be taught to:
 continue to apply phonic knowledge and skills as the route to decode words until automatic decoding has become embedded and reading is fluent 	 develop pleasure in reading, motivation to read, vocabulary and understanding by:
 read accurately by blending the sounds in words that contain the graphemes taught so far, especially recognising alternative sounds for graphemes 	 listening to, discussing and expressing views about a wide range of contemporary and classic poetry, stories and non- fiction at a level beyond that at which they can read independently
 read accurately words of two or more syllables that contain the same graphemes as above 	 discussing the sequence of events in books and how items of information are related
 read words containing common suffixes 	 becoming increasingly familiar with and retelling a wider range of stories, fairy stories and traditional tales
 read further common exception words, noting unusual correspondences between spelling and sound and where these occur in the word 	 being introduced to non-fiction books that are structured in different ways
 read most words quickly and accurately, without overt sounding and blending, when they have been frequently encountered 	 recognising simple recurring literary language in stories and poetry discussing and clarifying the meanings of words, linking new
 read aloud books closely matched to their improving phonic knowledge, sounding out unfamiliar words accurately, automatically 	meanings to known vocabulary
and without hesitation	 discussing their favourite words and phrases
 re-read these books to build up their fluency and confidence in word undue 	 continuing to build up a repertoire of poems learnt by heart, appreciating these and reciting some, with appropriate intonation to make the meaning clear
	 understand both the books that they can already read accurately and fluently and those that they listen to by:
	 drawing on what they already know or on background information and vocabulary provided by the teacher abacking that the text makes sense to them as they read
	 checking that the text makes sense to them as they read

and correcting inaccurate reading
 making inferences on the basis of what is being said and dama
done
 answering and asking questions
 predicting what might happen on the basis of what has been read so far
 participate in discussion about books, poems and other works that are read to them and those that they can read for themselves, taking turns and listening to what others say
 explain and discuss their understanding of books, poems and other material, both those that they listen to and those that they read for themselves.

Writing: composition	Writing: transcription
Pupils should be taught to:	Spelling (see English Appendix 1)
 develop positive attitudes towards and stamina for writing by: 	Pupils should be taught to:
 writing narratives about personal experiences and those of others (real and fictional) writing about real events writing poetry writing for different purposes 	 spell by: segmenting spoken words into phonemes and representing these by graphemes, spelling many correctly learning 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
 consider what they are going to write before beginning by: planning or saying out loud what they are going to write about writing down ideas and/or key words, including new vocabulary encapsulating what they want to say, sentence by sentence make simple additions, revisions and corrections to their own writing by: evaluating their writing with the teacher and other pupils 	 learning to spell common exception words learning to spell more words with contracted forms learning the possessive apostrophe (singular) [for example, the girl's book] distinguishing between homophones and near-homophones
 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 proof-reading to check for errors in spelling, grammar and 	add suffixes to spell longer words, including -ment, -ness, -ful, - less, -ly
 punctuation [for example, ends of sentences punctuated correctly] read aloud what they have written with appropriate intonation to make the meaning clear. 	 apply spelling rules and guidance, as listed in <u>English Appendix 1</u> write from memory simple sentences dictated by the teacher that include words using the GPCs, common exception words and punctuation taught so far.

Writing: vocabulary, punctuation and grammar

Pupils should be taught to:

- develop their understanding of the concepts set out in English Appendix 2 by:
 - learning how to 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)
- Iearn how to use:
 - sentences with different forms: statement, question, exclamation, command
 - expanded noun phrases to describe and specify [for example, the blue butterfly]
 - the present and past tenses correctly and consistently including the progressive form
 - subordination (using when, if, that, or because) and co-ordination (using or, and, or but)
 - the grammar for year 2 in English Appendix 2
 - some features of written Standard English
 - use and understand the grammatical terminology in English Appendix 2 in discussing their writing.

Notes and guidance (non-statutory)

Reading

Pupils should revise and consolidate the GPCs and the common exception words taught in year 1. The exception words taught will vary slightly, depending on the phonics programme being used. As soon as pupils can read words comprising the year 2 GPCs accurately and speedily, they should move on to the years 3 and 4 programme of study for word reading.

When pupils are taught how to read longer words, they should be shown syllable boundaries and how to read each syllable separately before they combine them to read the word.

Pupils should be taught how to read suffixes by building on the root words that they have already learnt. The whole suffix should be taught as well as the letters that make it up.

Pupils who are still at the early stages of learning to read should have ample practice in reading books that are closely matched to their developing phonic knowledge and knowledge of common exception words. As soon as the decoding of most regular words and common exception words is embedded fully, the range of books that pupils can read independently will expand rapidly. Pupils should have opportunities to exercise choice in selecting books and be taught how to do so.

Pupils should be encouraged to read all the words in a sentence and to do this accurately, so that their understanding of what they read is not hindered by imprecise decoding [for example, by reading 'place' instead of 'palace'].

Writing

Reading and listening to whole books, not simply extracts, helps pupils to increase their vocabulary and grammatical knowledge, including their knowledge of the vocabulary and grammar of Standard English. These activities also help them to understand how different types of writing, including narratives, are structured. All these can be drawn on for their writing.

Pupils should understand, through being shown these, the skills and processes essential to writing: that is, thinking aloud as they collect ideas, drafting, and re-reading to check their meaning is clear.

Drama and role-play can contribute to the quality of pupils' writing by providing opportunities for pupils to develop and order their ideas through playing roles and improvising scenes in various settings.

Pupils might draw on and use new vocabulary from their reading, their discussions about it (one-to-one and as a whole class) and from their wider experiences.

The terms for discussing language should be embedded for pupils in the course of discussing their writing with them. Their attention should be drawn to the technical terms they need to learn.

Reading: word reading	Reading : comprehension
Pupils should be taught to:	Pupils should be taught to:
 Pupils should be taught to: apply their growing knowledge of root words, prefixes and suffixes (etymology and morphology) as listed in English Appendix 1, both to read aloud and to understand the meaning of new words they meet read further exception words, noting the unusual correspondences between spelling and sound, and where these occur in the word. 	 Pupils should be taught to: develop positive attitudes to reading and understanding of what they read by: listening to and discussing a wide range of fiction, poetry, plays, non-fiction and reference books or textbooks reading books that are structured in different ways and reading for a range of purposes using dictionaries to check the meaning of words that they have read increasing their familiarity with a wide range of books, including fairy stories, myths and legends, and retelling some of these orally identifying themes and conventions in a wide range of books preparing poems and play scripts to read aloud and to perform, showing understanding through intonation, tone, volume and action discussing words and phrases that capture the reader's interest and imagination recognising some different forms of poetry [for example, free verse, narrative poetry] understand what they read, in books they can read independently, by:
	 checking that the text makes sense to them, discussing their understanding and explaining the meaning of words in context
	 asking questions to improve their understanding of a text

 drawing inferences such as inferring characters' feelings, thoughts and motives from their actions, and justifying inferences with evidence predicting what might happen from details stated and implied identifying main ideas drawn from more than one paragraph and summarising these identifying how language, structure, and presentation
contribute to meaningretrieve and record information from non-fiction
 participate in discussion about both books that are read to them and those they can read for themselves, taking turns and listening to what others say.

Writing: composition	Writing: transcription
Pupils should be taught to:	Spelling (see <u>English Appendix 1</u>)
 plan their writing by: 	Pupils should be taught to:
 discussing writing similar to that which they are planning to write in order to understand and learn from its structure, vocabulary and 	 use further prefixes and suffixes and understand how to add them (English Appendix 1)
grammar	 spell further homophones
 discussing and recording ideas 	 spell words that are often misspelt (English Appendix 1)
 draft and write by: 	 place the possessive apostrophe accurately in words with
 composing and rehearsing sentences orally (including dialogue), progressively building a varied and rich vocabulary and an increasing range of sentence structures (English Appendix 2) 	regular plurals [for example, girls', boys'] and in words with irregular plurals [for example, children's]
 organising paragraphs around a theme 	 use the first two or three letters of a word to check its spelling in a dictionary
 in narratives, creating settings, characters and plot 	,
 in non-narrative material, using simple organisational devices [for example, headings and sub-headings] 	write from memory simple sentences, dictated by the teacher, that include words and punctuation taught so far.
 evaluate and edit by: 	Handwriting
 assessing the effectiveness of their own and others' writing and 	Pupils should be taught to:
suggesting improvements	 use the diagonal and horizontal strokes that are needed to join letters and understand which letters, when adjacent to one
 proposing changes to grammar and vocabulary to improve consistency, including the accurate use of pronouns in sentences 	another, are best left unjoined
 proof-read for spelling and punctuation errors 	increase the legibility, consistency and quality of their handwriting [for example, by ensuring that the downstrokes of letters are paralle
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.	and equidistant; that lines of writing are spaced sufficiently so that the ascenders and descenders of letters do not touch].

Writing: vocabulary, punctuation and grammar

Pupils should be taught to:

- develop their understanding of the concepts set out in English Appendix 2 by:
 - extending the range of sentences with more than one clause by using a wider range of conjunctions, including when, if, because, although
 - using the present perfect form of verbs in contrast to the past tense
 - choosing nouns or pronouns appropriately for clarity and cohesion and to avoid repetition
 - using conjunctions, adverbs and prepositions to express time and cause
 - using fronted adverbials
 - learning the grammar for years 3 and 4 in English Appendix 2
- indicate grammatical and other features by:
 - using commas after fronted adverbials
 - indicating possession by using the possessive apostrophe with plural nouns
 - using and punctuating direct speech

use and understand the grammatical terminology in English Appendix 2 accurately and appropriately when discussing their writing and reading.

Notes and guidance (non-statutory)

Reading

At this stage, teaching comprehension should be taking precedence over teaching word reading directly. Any focus on word reading should support the development of vocabulary.

When pupils are taught to read longer words, they should be supported to test out different pronunciations. They will attempt to match what they decode to words they may have already heard but may not have seen in print [for example, in reading 'technical', the pronunciation /tɛtʃnɪkəl/ ('tetchnical') might not sound familiar, but /tɛknɪkəl/ ('teknical') should].

The focus should continue to be on pupils' comprehension as a primary element in reading. The knowledge and skills that pupils need in order to comprehend are very similar at different ages. This is why the programmes of study for comprehension in years 3 and 4 and years 5 and 6 are similar: the complexity of the writing increases the level of challenge.

Pupils should be taught to recognise themes in what they read, such as the triumph of good over evil or the use of magical devices in fairy stories and folk tales.

They should also learn the conventions of different types of writing (for example, the greeting in letters, a diary written in the first person or the use of presentational devices such as numbering and headings in instructions).

Pupils should be taught to use the skills they have learnt earlier and continue to apply these skills to read for different reasons, including for pleasure, or to find out information and the meaning of new words.

Pupils should continue to have opportunities to listen frequently to stories, poems, non-fiction and other writing, including whole books and not just extracts, so that they build on what was taught previously. In this way, they also meet books and authors that they might not choose themselves. Pupils should also have opportunities to exercise choice in selecting books and be taught how to do so, with teachers making use of any library services and expertise to support this.

Reading, re-reading, and rehearsing poems and plays for presentation and performance give pupils opportunities to discuss language, including vocabulary, extending their interest in the meaning and origin of words. Pupils should be encouraged to use drama approaches to understand how to perform plays and poems to support their understanding of the meaning. These activities also provide them with an incentive to find out what expression is required, so feeding into comprehension.

In using non-fiction, pupils should know what information they need to look for before they begin and be clear about the task. They should be shown how to use contents pages and indexes to locate information.

Pupils should have guidance about the kinds of explanations and questions that are expected from them. They should help to develop, agree on, and evaluate rules for effective discussion. The expectation should be that all pupils take part.

Spelling

Pupils should learn to spell new words correctly and have plenty of practice in spelling them. As in years 1 and 2, pupils should continue to be supported in understanding and applying the concepts of word structure (see English Appendix 2).

Pupils need sufficient knowledge of spelling in order to use dictionaries efficiently.

Handwriting

Pupils should be using joined handwriting throughout their independent writing. Handwriting should continue to be taught, with the aim of increasing the fluency with which pupils are able to write down what they want to say. This, in turn, will support their composition and spelling.

Writing

Pupils should continue to have opportunities to write for a range of real purposes and audiences as part of their work across the curriculum. These purposes and audiences should underpin the decisions about the form the writing should take, such as a narrative, an explanation or a description.

Pupils should understand, through being shown these, the skills and processes that are essential for writing: that is, thinking aloud to explore and collect ideas, drafting, and re-reading to check their meaning is clear, including doing so as the writing develops. Pupils should be taught to monitor whether their own writing makes sense in the same way that they monitor their reading, checking at different levels.

Vocabulary, grammar and punctuation

Grammar should be taught explicitly: pupils should be taught the terminology and concepts set out in English Appendix 2, and be able to apply them correctly to examples of real language, such as their own writing or books that they have read.

At this stage, pupils should start to learn about some of the differences between Standard English and non-Standard English and begin to apply what they have learnt [for example, in writing dialogue for characters].

Reading: word reading	Reading : comprehension
	Pupils should be taught to:
Pupils should be taught to: apply their growing knowledge of root words, prefixes and suffixes	 maintain positive attitudes to reading and understanding of what they read by:
(morphology and etymology), as listed in <u>English Appendix 1</u> , both to read aloud and to understand the meaning of new words that they meet.	 continuing to read and discuss an increasingly wide range of fiction, poetry, plays, non-fiction and reference books or textbooks
	 reading books that are structured in different ways and reading for a range of purposes
	 increasing their familiarity with a wide range of books, including myths, legends and traditional stories, modern fiction, fiction from our literary heritage, and books from other cultures and traditions
	 recommending books that they have read to their peers, giving reasons for their choices
	 identifying and discussing themes and conventions in and across a wide range of writing
	 making comparisons within and across books
	 learning a wider range of poetry by heart
	 preparing poems and plays to read aloud and to perform, showing understanding through intonation, tone and volume so that the meaning is clear to an audience
	 understand what they read by:
	 checking that the book makes sense to them, discussing their understanding and exploring the meaning of words in context
	 asking questions to improve their understanding

 drawing inferences such as inferring characters' feelings, thoughts and motives from their actions, and justifying inferences with evidence
 predicting what might happen from details stated and implied
 summarising the main ideas drawn from more than one paragraph, identifying key details that support the main ideas
 identifying how language, structure and presentation contribute to meaning
 discuss and evaluate how authors use language, including figurative language, considering the impact on the reader
 distinguish between statements of fact and opinion
 retrieve, record and present information from non-fiction
 participate in discussions about books that are read to them and those they can read for themselves, building on their own and others' ideas and challenging views courteously
 explain and discuss their understanding of what they have read, including through formal presentations and debates, maintaining a focus on the topic and using notes where necessary
provide reasoned justifications for their views.

Writing: composition	Writing: transcription
Pupils should be taught to:	Spelling (see <u>English Appendix 1</u>)
 plan their writing by: 	Pupils should be taught to:
 identifying the audience for and purpose of the writing, selecting the appropriate form and using other similar writing as models for their own 	 use further prefixes and suffixes and understand the guidance for adding them
 noting and developing initial ideas, drawing on reading and research where necessary 	 spell some words with 'silent' letters [for example, knight, psalr solemn]
 in writing narratives, considering how authors have developed characters and settings in what pupils have read, listened to or 	 continue to distinguish between homophones and other word which are often confused
seen performed	 use knowledge of morphology and etymology in spelling and
 draft and write by: 	understand that the spelling of some words needs to be learn
 selecting appropriate grammar and vocabulary, understanding 	specifically, as listed in English Appendix 1
how such choices can change and enhance meaning	• use dictionaries to check the spelling and meaning of words
 in narratives, describing settings, characters and atmosphere and integrating dialogue to convey character and advance the action 	 use the first three or four letters of a word to check spelling, meaning or both of these in a dictionary
 précising longer passages using a wide range of devices to build cohesion within and across 	use a thesaurus.
paragraphs	Handwriting
 using further organisational and presentational devices to structure 	Pupils should be taught to:
text and to guide the reader (for example, headings, hullet points	 write legibly, fluently and with increasing speed by:
 evaluate and edit by: 	 choosing which shape of a letter to use when given
 assessing the effectiveness of their own and others' writing 	choices and deciding whether or not to join specific letters
 proposing changes to vocabulary, grammar and punctuation to enhance effects and clarify meaning 	choosing the writing implement that is best suited for a task.
 ensuring the consistent and correct use of tense throughout a 	

piece of writing

- ensuring correct subject and verb agreement when using singular and plural, distinguishing between the language of speech and writing and choosing the appropriate register
- proof-read for spelling and punctuation errors

Writing: vocabulary, punctuation and grammar

Pupils should be taught to:

- develop their understanding of the concepts set out in English Appendix 2 by:
 - recognising vocabulary and structures that are appropriate for formal speech and writing, including subjunctive forms
 - using passive verbs to affect the presentation of information in a sentence
 - using the perfect form of verbs to mark relationships of time and cause
 - using expanded noun phrases to convey complicated information concisely
 - using modal verbs or adverbs to indicate degrees of possibility
 - using relative clauses beginning with who, which, where, when, whose, that or with an implied (i.e. omitted) relative pronoun
 - learning the grammar for years 5 and 6 in English Appendix 2
- indicate grammatical and other features by:
 - using commas to clarify meaning or avoid ambiguity in writing
 - using hyphens to avoid ambiguity
 - using brackets, dashes or commas to indicate parenthesis
 - using semi-colons, colons or dashes to mark boundaries between independent clauses
 - using a colon to introduce a list
 - punctuating bullet points consistently

use and understand the grammatical terminology in English Appendix 2 accurately and appropriately in discussing their writing and reading.

Notes and guidance (non-statutory)

Reading

At this stage, there should be no need for further direct teaching of word reading skills for almost all pupils. If pupils are struggling or failing in this, the reasons for this should be investigated. It is imperative that pupils are taught to read during their last two years at primary school if they enter year 5 not being able to do so.

Pupils should be encouraged to work out any unfamiliar word. They should focus on all the letters in a word so that they do not, for example, read 'invitation' for 'imitation' simply because they might be more familiar with the first word. Accurate reading of individual words, which might be key to the meaning of a sentence or paragraph, improves comprehension.

When teachers are reading with or to pupils, attention should be paid to new vocabulary – both a word's meaning(s) and its correct pronunciation.

Even though pupils can now read independently, reading aloud to them should include whole books so that they meet books and authors that they might not choose to read themselves.

The knowledge and skills that pupils need in order to comprehend are very similar at different ages. Pupils should continue to apply what they have already learnt to more complex writing.

Pupils should be taught to recognise themes in what they read, such as loss or heroism. They should have opportunities to compare characters, consider different accounts of the same event and discuss viewpoints (both of authors and of fictional characters), within a text and across more than one text.

They should continue to learn the conventions of different types of writing, such as the use of the first person in writing diaries and autobiographies.

Pupils should be taught the technical and other terms needed for discussing what they hear and read, such as metaphor, simile, analogy, imagery, style and effect.

In using reference books, pupils need to know what information they need to look for before they begin and need to understand the task. They should be shown how to use contents pages and indexes to locate information.

The skills of information retrieval that are taught should be applied, for example, in reading history, geography and science textbooks, and in contexts where pupils are genuinely motivated to find out information, for example, reading information leaflets before a gallery or museum visit or reading a theatre programme or review. Teachers should consider making use of any library services and expertise to support this.

Pupils should have guidance about and feedback on the quality of their explanations and contributions to discussions.

Pupils should be shown how to compare characters, settings, themes and other aspects of what they read.

Spelling

As in earlier years, pupils should continue to be taught to understand and apply the concepts of word structure so that they can draw on their knowledge of morphology and etymology to spell correctly.

Handwriting

Pupils should continue to practise handwriting and be encouraged to increase the speed of it, so that problems with forming letters do not get in the way of their writing down what they want to say. They should be clear about what standard of handwriting is appropriate for a particular task, for example, quick notes or a final handwritten version. They should also be taught to use an unjoined style, for example, for labelling a diagram or data, writing an email address, or for algebra and capital letters, for example, for filling in a form.

Writing

Pupils should understand, through being shown, the skills and processes essential for writing: that is, thinking aloud to generate ideas, drafting, and re-reading to check that the meaning is clear

Vocabulary, grammar and punctuation

Pupils should continue to add to their knowledge of linguistic terms, including those to describe grammar, so that they can discuss their writing and reading.