

Key Stage Two Punctuation and Grammar Terms

Noun	People, places, objects and things. E.g. cake, chair, tower, dog, brother, skateboard, floor, sky, housepoint...
Proper noun	Used for the NAMES of nouns. They start with a CAPITAL. E.g. Easter, May, London, Jeff, Monday
Pronouns	Used instead of a nouns to avoid repetition. Singular pronouns: I, you, me, he, she, it, him, her... Plural pronouns: we, they, us, them...
Relative pronouns	WHO, WHOM, WHOSE, WHICH, THAT
Possessive pronouns	Pronouns that express ownership, e.g. mine, my, ours, his, hers, yours, theirs,
Adjective	A describing word that adds description to a noun.
Comparative / superlative	Adjectives used to compare, e.g. older, cleverer, better (comparatives end in -ER) oldest, cleverest, best (superlatives end in -EST)
Noun phrase	A noun, determiner and adjective. E.g. The fat cat... A silly rabbit... An awkward turtle.
Expanded noun phrase	A noun phrase with more than one adjective. Use WITH to add additional adjectives. E.g. The fat cat with sharp claws... A silly rabbit with floppy ears... An awkward, slow turtle with rough feet.
Verb	Action/doing words.
Noun or verb?	Some words can be used as a noun or a verb, e.g. Cover – cover on a bed (noun) to cover something up (verb) Point – point of a pencil (noun) to point at something (verb)
Modal verb	Show possibility: will, would, can, should, could, might, must and ought. E.g. it might rain. I should help him. We could escape by digging a tunnel.
Imperative verb	Bossy verbs (used without modals) often used at the start of an instruction or command. E.g. Cut the paper up. Slice the bread. Go away.
Verb tenses	Simple form: simplest version of the verb. Progressive form: ends in -ING (like it's still happenING) Perfect form: uses HAS or HAVE before the verb.
Adverb	Adds more information about why, how, where or when the verb happened. Often ends in -LY E.g. I immediately picked it up. Firstly, stir the soup. Their family are arriving tomorrow.

Adverbial phrase	A group of words that function like an adverb. Eg. He spoke in a hurried manner . They are arriving in a few days time .
Fronted adverbial	Placing the adverb or adverbial phrase at the front of the sentence, followed by a COMMA . E.g. In a hurried manner , he spoke. In a few days time , they are arriving.
Preposition	Words that show position of place or time. e.g. over, under, behind, next to, in, before, after, at, across, above, from... E.g. In the morning, the cat hides under the table. The train leaves at three o'clock from the station.
Subject and object	The subject of the sentence PERFORMS the verb The object RECEIVES the verb's action. Clara (subject) brushes her hair (object).
Was / were	Was = singular Were = plural I was going to the shop. We were going to the shop.
Active and passive	Active: Subject -> object Passive: Object -> subject E.g. "The thief stole seven diamonds" becomes "seven diamonds were stolen by the thief"
Subjunctive	I wish I were ... If I were ...
Main clause / subordinate clause	Main clauses make sense by themselves. Subordinate clauses do not make sense by themselves. E.g. Although trying to be careful, (<- subordinate clause) the runner tripped over. (<- main clause)
Relative clause	A subordinate clause that starts with a relative pronoun
Determiner	The, A, An...
Conjunctions	Joins sentences, phrases or paragraphs together. FANBOYS: I SAW A WABUB:
Simple / compound / complex sentences	Simple: subject + verb e.g. Jon eats cake Compound: main clause + connective + main clause e.g. I like bananas and I like grapes. Complex: main clause + connective + subordinate clause e.g. Although my mum prefers them mashed, I love roast potatoes.

Statement / question / command / exclamation	<p>Questions start with what, where, why, who, when and how and require an answer.</p> <p>Exclamations start with what...! or how...! And doesn't require an answer.</p> <p>Commands use bossy (imperative) verbs.</p> <p>Statements tell facts.</p>
Synonyms and antonyms	<p>Synonyms are words that mean the same.</p> <p>Antonyms are words that mean the opposite.</p>
Prefix	<p>Added before a root word to change its meaning.</p> <p>e.g. un- im- de- re- il- dis- mis-</p>
Suffix	<p>Added after a root word to change its meaning.</p> <p>e.g. -ment -ful -ing -ed</p>
Singular and plural	<p>ONE noun is a singular noun</p> <p>MULTIPLE nouns are plural nouns.</p> <p>The child ate an orange.</p> <p>The children ate their oranges.</p>
Capital letter	<p>Used to start sentences, for proper nouns and for the word: 'I'</p>
Full stop	<p>Used to end sentences.</p>
Question mark	<p>Used at the end of a question sentence.</p>
Exclamation mark	<p>Used at the end of an exclamation sentence.</p>
Inverted commas	<p>Wrap around speech to inform the reader of spoken words.</p>
Apostrophes	<p>Apostrophes for <u>possession</u>: if a noun owns another word in the sentence it needs to end in 's.</p> <p>E.g. An elephant's trunk is long and heavy.</p> <p>If the noun is plural and already ends in 's' then the apostrophe goes at the end of the word.</p> <p>E.g. The girls' netball had popped, ruining their game.</p> <p>Apostrophes for <u>omission</u> (contraction): apostrophes represent the missing letter(s) when two words are combined.</p> <p>E.g. Do not = don't</p> <p>Should have = should've</p>
Commas in a list	<p>Commas are used to separate items in a list apart from the last two in which you use 'and'</p> <p>E.g. I asked for some tuna, an apple, six pears, a loaf of bread, milk, sugar and 500g butter.</p>
Commas for clauses	<p>If a subordinate clause doesn't follow the main clause then it needs to be marked with commas.</p> <p>E.g. Because I hate running, I didn't join the race.</p> <p>The man, who wore a small cap, looked politely at me.</p>

Commas to avoid ambiguity	Use commas around people's names in sentences when you need to avoid confusion. Let's eat grandma! Let's eat, grandma.
Commas for fronted adverbials	When an adverbial is used before the main clause, it must be marked with a comma. E.g. As fast as he could, the rabbit fled from the fox.
Brackets	Used to give extra information that directly links with the phrase before. Punctuation is used outside of the brackets. E.g. He finally answered (after 5 long minutes) that he didn't understand the question. She received a huge pay rise (£5000).
dash	Used to mark a subordinate clause, similarly to commas.
Colon	Used to introduce a list or to isolate words or phrases to create emphasis. E.g. At the shop I will need: eggs, a whisk, two bottles and three bags of sugar (500g). I had been running all day: I was exhausted. There was only one feeling bursting into his head: fear.
Semi-colon	Replaces a conjunction or full stop to connect two sentences that are closely related. E.g. She asked if I was free; I was at another friend's house unfortunately.
Hyphen	Hyphens glue one or more words together so they are one idea. E.g. thought-provoking Twenty-four chickens Two-year-old
Ellipsis	A set of three dots (...) to replace words that the reader will understand without having to see them. It can be used to create suspense.