

uses a full range of spelling, grammar and punctuation features taught in previous year groups, including pronouns for cohesion, adverbials, and the correct tense throughout

appropriate grammar and vocabulary to match the purpose and audience

description of settings, characters and atmosphere

organisational and presentational devices that are relevant to the text type, e.g. headings, bullet points, underlining

precis of longer passages

linking words/phrases between sentences and paragraphs to build cohesion including time adverbials, e.g. later; place adverbials, e.g. nearby; and number, e.g. secondly

relative clauses beginning with a relative pronoun (who, which, where, when, whose, that), e.g. Professor Scriffle, who was a famous inventor, had made a new discovery

adverbs and modal verbs to indicate degrees of possibility, e.g. surely, perhaps, should, might

brackets, dashes or commas to indicate parenthesis

commas to clarify meaning or to avoid ambiguity

a wider range of verb prefixes, e.g. deactivate, overturn, misconduct

nouns or adjectives converted into verbs using suffixes, e.g. designate, classify, criticise

more complex homophones, e.g. affect/effect, practice/practise

Y5/6 statutory spelling words

the sender's address

the date

an appropriate
greeting

an introduction

paragraphs around
a theme

first person

chatty, informal
style

address the recipient
directly

a conclusion

a complimentary
close

the sender's name
or signature