St Anne's
Progression in Year 1

Text		NAUGHTY BUS	SEND FOR A SUPERHERO	THE ODD EGG	STANLEY'S STICK	LOST AND FOUND	JULIAN IS A MERMAID
Outcomes Non-fiction / Fiction		Letters Diaries Sequel Non-chronological report	Posters Letters Lists Speech bubbles Emails Diaries Character description	Writing in role Diaries Letters Certificate	Alternative ending Captioning Retelling Description	Character descriptions Retellings Advice Instructions Non-chronological reports	Instructions Writing in role Adverts
		Narrative	Narrative	Non-fiction report	Narrative	Narrative	Poetry
Audience / Form		Letter to the Naughty Bus explaining the school rules Diary entry in role as the Naughty Bus Sequel about the Naughty Night Bus All About Toys – non-fiction guide **Own stories based on the adventures of another naughty toy.**	Wanted poster for the baddies Letter to superheroes asking for help List of superhero accessories Speech bubbles between characters Email to the mayor Diary entry in role 1st person character description for a new superhero **Own version superhero tale**	Thought bubbles in role Diary entry as Duck showing feelings Letter of advice for Duck First prize certificates **Egg Spotter's Guide**	Alternative ending to Stanley's Stick Sequencing and captioning of key events Retelling the story of Stanley's Stick Create and describe own item **Own version narrative based on Stanley's Stick**	Questions about the lost penguin Character descriptions for 'Found' tags Oral retelling Notes of advice for how to help the penguin Instructions for helping someone who is lost Fact-file about an Antarctic animal **Own version losing / finding narrative**	Instructions for being a mermaid Thought bubbles in role as Julian Advert for a costume shop **Three-verse poem**
Purposes covered		Inform Persuade Recount Entertain	Inform Persuade Reflect Describe Entertain	Reflect Persuade Inform	Recount Describe Entertain	Describe Entertain Persuade Instruct Inform	Inform Reflect Persuade Entertain
Grammar coverage (these may be taught multiple times throughout the sequence)	WORD	naming and spelling the days of the week	superlatives with -est suffix* technical vocabulary un- prefix	superlatives with -est suffix* technical vocabulary un- prefix	-er / -est suffix* -ed suffix	-er / -est suffix* -ed suffix	-ing suffix
	SENTENCE	adjectives to describe* using and / but* to join ideas	adjectives to describe feelings* noun phrases to describe* questions sentence types* statements and commands* use of and subordinating conjunction because*	adjectives to describe feelings* noun phrases to describe* questions sentence types* statements and commands* use of and subordinating conjunction because*	adjectives to describe* use of question words imperative verbs* adverbs to sequence* 'but' to contrast ideas	adjectives to describe* use of question words imperative verbs* adverbs to sequence* 'but' to contrast ideas	co-ordination using or, and, but* commands* contracted verbs* join words / clauses using and present tense verbs questions statements*
	PUNCTUATION	capital letters capital letters for proper nouns / I full stops	apostrophes of contraction* capital letters commas in lists* exclamation marks full stops possessive apostrophes* question marks	apostrophes of contraction* capital letters commas in lists* exclamation marks full stops possessive apostrophes* question marks	question marls capital letters full stops	question marls capital letters full stops	apostrophes of contraction* capital letters capital letters for names and personal pronoun I commas in lists* exclamation marks full stops question marks
	TEXT	sequencing sentences to form short narratives writing in 1st person	THE ODD EGG	first person	sequence sentences to form narratives subheadings	sequence sentences to form narratives subheadings	poetic structures and layout

St Anne's
Progression in Year 2

Text	JIM AND THE BEANSTALK	WOLVES	THE BEAR AND THE PIANO	TADPOLE'S PROMISE	TOYS IN SPACE	LIZZY AND THE CLOUD
Outcomes (Non-fiction / Fiction)	Alternative rhymes Narrative retelling Thought bubbles Informal letters	Captions Information Character descriptions Comparisons	Letters of advice Thought bubbles in role Short news report Retellings Information poster	Simple explanations Speech bubbles Setting descriptions Thought bubbles Own version narrative	Found posters Diary entries Speech bubbles Notes of advice Space logs Invitations Fantasy setting descriptions Character descriptions	Descriptions / instructions Adverts / market stall pitches Letters of advice Postcards in role
	Sequel	Non-chronological leaflet	Own version narrative	Narrative / Extended explanations	Own version narrative	Guidebook
Audience / Form	Alternative rhymes to 'fee-fi-fo-fum' Thought bubbles in role Retelling of original story Thank you letter from the Giant **Story sequels**	Character description of a wolf Factual sentences about wolves Captions about wolf artefacts **Leaflet about wolves**	Letter of advice to Bear Short news report about Bear's piano concerts Thought bubble for Bear Short retelling of story Information poster about an animal **Own version narrative about an animal overcoming a fear**	Description of a change Setting description of the river Thought bubble of the frog Speech bubble conversation Own version narrative **Explanation of the life-cycle of a frog**	Found poster to find toys' owners Diary entry in role Speech bubbles for main characters Letter of advice to help Hoctopize Captain's space log Party invitation to Hoctopize Description of fantasy planet Fantasy character description **Own version fantasy world narrative**	Instructions to find the Cloud Seller Posters to advertise the Cloud Seller's stall Letter of advice from Cloud Seller to Lizzy Postcard from Milo to Lizzy **Guidebook for how to care for a cloud**
Purposes covered	Entertain Reflect	Describe Inform	Inform Reflect Entertain Describe	Describe Reflect Entertain Explain	Inform Reflect Persuade Recount Describe Entertain	Instruct Describe Persuade Inform Reflect
Grammar coverage — WORD	rhyming words adverbs with -ly	use of -er suffix with adjectives	modal verbs – could, should, would* alliteration	alliteration	-er suffix modal verbs – could, should, would* adjectives with -ing suffix	imperative verbs un- prefix -less / -ness suffix -ful / -less suffix
Grammar coverage — SENTENCE	coordinating conjunctions (and, but, so, or) adverbials of time* noun phrases	noun phrases subordination (so that, because, in order to, by) statements questions	questions statements subordination (because, as) coordination (and, or, but) expanded noun phrases adverbials of time*	adverbials of time* noun phrases adverbial phrases* subordination (because, so that)	coordination (and, so) subordination (because) questions expanded noun phrases statements simple prepositions* exclamations commands adverbials of time*	questions expanded noun phrases prepositions* coordinating conjunctions commands exclamations statements subordinating conjunctions – when, if
Grammar coverage — PUNCTUATION	intro to inverted commas for speech *	capital letters full stops questions marks	question marks apostrophes for contractions commas in lists	possessive apostrophes apostrophes for contraction intro to inverted commas for speech	questions marks exclamation marks full stops commas in lists	question marks exclamation marks
Grammar coverage — TEXT	sequencing sentences to form short narratives* progressive verbs paragraphs to group material*	subheadings* paragraphs to group material*	simple past -ed present tense verbs past and present progressive	verb choices sequencing sentences in chronological order	present progressive regular / irregular past tense verbs future tense sequencing sentences to form short narratives*	present tense verbs paragraphs to group*

St Anne's
Progression in Year 3

Text	THE HEART AND THE BOTTLE	THE BFG	ESCAPE FROM POMPEII	CLOUD TEA MONKEYS	FLOTSAM	JIM, A CAUTIONARY TALE
Outcomes Non-fiction Fiction	Dialogue Postcards Character descriptions Diary entries Poetry Letters of advice	Character descriptions Wanted posters Instructions Dream scenarios Diary entry recounts New Chapters Letters	Setting descriptions Diaries Letters Thought bubbles Volcano descriptions	Descriptive passages Writing in role 'How to' guides Letters Discussions	Postcards Setting descriptions Non-chronological reports Informal letters	Warning posters Warning announcements Letters of apology Alternative endings Performance poetry
	Own version narrative	Own version narrative	Newspaper report	Non-chronological report	Sequel	Narrative poem
Audience / Form	Conversation between Grandpa and the girl Postcard from the girl Character description of the girl Diary entry as the girl Poem about emotions Letter of advice to a friend **Own version 'dilemma' narrative**	Character description of the giant Wanted poster for a giant Recipe instructions for 'Revolting Recipes' book Dream scenarios New chapter called 'The Plan' Letter to the BFG **Own version 'child and giant' story**	Setting description of the city Letter of advice to Livia and Tranio Thought bubble of a character Description of volcano eruption **Newspaper report of volcano eruption**	Tea label descriptions Description of scene Thought bubble in role as Tashi Tea-tasting instructions Thank you letters from Tashi Questions about fair trade **Non-chronological report about fair trade**	Postcard to a friend Logbook entries to describe findings Report about types of camera Message in a bottle letter to find a scientist **Mystery narrative sequel**	Warning poster about consequences of actions Tannoy announcement to warn Jim Letters of apology from Jim to Nurse Alternative ending to Jim story Performance of Jim poem **Own version cautionary narrative poem**
Purposes covered	Recount Describe Reflect Entertain Persuade	Recount Describe Persuade Entertain Inform	Describe Persuade Reflect Inform	Describe Reflect Inform	Inform Describe Entertain	Inform Reflect Entertain
Grammar coverage (these may be taught multiple times throughout the sequence) — WORD	prefixes – un, mis, dis * abstract nouns similes adjectives ending 'ous'	word classes noun / verb / adjective choices for effect compound words * -sion / -cian / -tion suffix	adverbs with -ly * modal verbs *	use forms of a or an imperative verbs homophones	sub- prefix	rhyming words adverbs with -ly*
SENTENCE	questions * exclamations * adverbial phrases conjunctions to sequence / contrast / explain	adverbs / adverbial phrases similes with 'like' or 'as' commands * conditional sentences – if / when cause and effect conjunctions – because, as, whilst	statements / questions * preposition phrases conjunctions – because, since, as conditionals – if / when expanded noun phrases adverbial phrases	expanded noun phrases prepositions conjunctions of time / place / cause sentence types *	conjunctions - but, so * conjunctions of time and cause – because, as, since adverbial phrases fronted adverbials * expanded noun phrases prepositions – of, with, through, around, on	range of sentence types * adverbial phrases conditional sentences – if/then order of clauses *
PUNCTUATION	question marks * inverted commas for speech	begin to use commas after fronted adverbials * inverted commas for speech	question marks * plural / possessive apostrophes * inverted commas for speech	sentence ending punctuation *	comma after fronted adverbials *	question marks * exclamation marks * commas between clauses *
TEXT	present perfect paragraphs to group material bullet points to organise *	headings – recipe writing paragraphs to group material consistent use of past tense	present progressive * headings / headlines paragraphs for chronology	present perfect headings and sub-headings paragraphs to group material	paragraphs to group material pronouns to avoid repetition	rhyming couplets present progressive verb forms * simple past tense *

St Anne's -
Progression in Year 4

Text	THE MERMAID OF ZENNOR	VARMINTS	THE IRON MAN	THE SELFISH GIANT	CINNAMON	THE MATCHBOX DIARY	WESLANDIA	SHACKLETON'S JOURNEY	JABBERWOCKY
Outcomes Non-fiction / Fiction	Information booklets / Retelling from a different perspective / Letters / Tourist guides	Diary entry / Instructions / Letters / Descriptions / Speeches	Character descriptions / Short news bulletins / Letters of advice / Diary entries / Menus / Logbook entries	Letters / First person recounts / Diaries / Letters / Posters / Reports	Diary entries / Informal letters / Dialogue / Adverts / Limericks / other poetry	Dialogue / Diary entry / Retelling / Mini-autobiography / Fact file	Retellings / Character descriptions / Book reviews	Packing lists / Letters (formal and informal) / Setting description / Interviews / Diary entries	Performance poetry / Explanatory descriptions
	Own version legend	Explanation	Mystery narrative	Own version narrative	Own version fable	Biography	Non-chronological report	Newspaper report	Nonsense poem
Audience / Form	Love letter to the mermaid / Letter of advice to Zachy / Letters in a bottle from sailors to mermaids / Retelling of the story from mermaid's perspective / Tourist guide to Zennor / **Own version mermaid legend**	Diary entry in role as the creature / Instructions for planting a seed / Motivational poster / Letter to the Secret Society of Gardeners / Speech to fight back against change / **Explanation of a life cycle**	Short news bulletin about coming of the Iron Man / Character description of The Iron Man / Letter of advice to Hogarth / Diary entry as Hogarth / Menu for the Iron Man / Astronomer's log / Description of alternative character / **Own version mystery narrative**	Letter to a friend / Description of the garden / Letter to the giant / First person recount of a child / Diary entry for the giant / Sorry letter from the giant / Missing poster for the boy / **Own version narrative about kindness**	Advert to help the family / Formal letter to the family / Poem about the tiger / Limerick about story character / Diary entry for Cinnamon / Conversation between Cinnamon and tiger / **Own version fable**	Conversations between family members / Diary entry of great-grandfather / Retelling section of story / Autobiography of three objects / Fact file of a landmark / **Biography of the main character**	Character description for Wesley / Retelling of Weslandia story / **Non-chronological report about own 'land'**	Packing list with justifications / Telegram to family member / First person setting description / Diary of a crew member / Letter to Shackleton / Conversation between crew members / **Newspaper report of Shackleton's Journey**	Group choral performance of poem / Explanatory description of creature from poem / **Nonsense poem about an imagined creature**
Purposes covered	Inform / Persuade / Entertain	Reflect / Instruct / Persuade / Inform / Explain	Inform / Describe / Reflect / Recount / Entertain	Reflect / Describe / Recount / Inform	Persuade / Inform / Entertain / Reflect	Reflect / Entertain / Inform	Describe / Entertain / Inform	Inform / Describe / Reflect	Entertain / Explain
Grammar coverage — WORD	plural and possessive -s	imperative verbs *	similes / suffixes -er / -ing *	-ness / -ment suffix * / simile / metaphor / personification / -sion suffix *	imperative verbs * / alliteration / -ly suffix / similes	use forms of a or an * / homophones	-ous suffix / -tion suffix	-ous suffix	forms of a or an / suffixes / prefixes to identify word class / figurative language
Grammar coverage — SENTENCE	conjunctions to explain * / order of clauses * / adverbial phrases / expanded noun phrases	noun phrases expanded with prepositions / adverbials of time / range of sentence types * / conjunctions – when, before, after, as / conditional sentences – if/then*	modal verbs * / questions * / expanded noun phrases / adverbials of time and place / multi-clause sentences / conjunctions to explain and compare / sentence order * / prepositions– for, with	noun phrases expanded with preposition phrases / conjunctions to explain – because, as, since, so / contrasting conjunctions – while, despite, although / range of sentence types *	subordinating conjunctions / range of sentence types * / expanded noun phrases / fronted adverbials / modal verbs *	modal verbs * / subordinating conjunctions / comparative conjunctions / adverbs / range of sentence types * / expanded noun phrases / multi-clause sentences	adverbial phrases / causal conjunctions / multi-clause sentences / fronted adverbials / conditional sentences – if / questions	questions * / cause and effect / conjunctions / adverbial phrases / opposing conjunctions / fronted adverbials	expanded noun phrases / exclamatory sentences * / portmanteau to create nonsense vocabulary
Grammar coverage — PUNCTUATION	commas after fronted adverbials / possessive apostrophes, inc. for plural nouns / inverted commas for direct speech	question marks * / semi-colon to introduce a list *	inverted commas for speech / question marks * / commas after fronted adverbials / possessive apostrophes	inverted commas for speech / commas after fronted adverbials	question marks * / exclamation marks * / commas after fronted adverbials	inverted commas for speech / other speech punctuation / commas to separate clauses / apostrophes for contraction*	commas after fronted adverbials / question marks *	question marks / inverted commas for speech / other speech punctuation	exclamation marks * / sentence ending punctuation *
Grammar coverage — TEXT	present perfect tense * / use of pronouns to avoid repetition / paragraphs to organise around a theme / subheadings *	present perfect tense * / paragraphs to organise around a theme / subheadings * / adverbials for cohesion		adverbials to move between paragraphs / paragraphs to organise around a theme / pronouns to avoid repetition		paragraphs to organise around a theme / conjunctions for cohesion * / subheadings *			rhyming verse

Text	THE MAN WHO WALKED BETWEEN THE TOWERS	HIDDEN FIGURES	THE ODYSSEY	THE LOST THING	FREEDOM BIRD	THE LOST HAPPY ENDINGS	ANNE FRANK	CURIOSITY	FIREBIRD
Outcomes (Non-fiction / Fiction)	Fact files Journalistic writing Setting descriptions Letters of advice Persuasive speeches	Non-chronological reports Job adverts Formal persuasive letters Informal letters Diary entries Character descriptions Opinion pieces	Speeches Diary entries Dialogue Missing scenes Postcards Advertisements	Diary entries Formal letters Explanations Adverts Character descriptions Setting descriptions Non-chronological reports	'Instant' non-narrative poems Explanations Dialogue Postcards Letters of advice Descriptions Recounts Narrative poems	Letter Poetry Passage of direct speech Diary entry Story ending	Letters Short descriptions Extended diary entries Obituaries (Opinion piece)	Proposals to NASA Information labels Short explanations NASA logs News report	Formal letters Retellings Character descriptions
	Biography	Memoir	Epic adventure story	Own version narrative	Biography	Prequel	Newspaper article	Expanded explanation	Fairytale narrative
Audience / Form	Fact file about twin towers Letter of advice to Philippe Diary entry as Philippe Interview transcript Persuasive speech to a judge **Biography of Philippe Petit**	Report about NASA Recruitment advert for NACA or NASA Formal letter to the judge Letter from Katherine to her daughters Diary of Dorothy Vaughan Opinion piece about women's achievements **Memoir of one of the 'hidden figures'**	Oral proclamation to begin the Odyssey Persuasive speech of a lotus eater Soliloquy in role as Odysseus Diary entry as Odysseus Conversation between Odysseus and Circe Postcard to Penelope Advert for a Greek monster **Epic adventure based on The Odyssey**	Diary entry of the boy Formal letter of advice Explanation of how to look after a lost thing Advert for the Department of Odds and Ends Lost & found tags **Own version fantasy narrative based on original story**	'Instant' non-narrative poem about freedom Explanation of rights of enslaved people Dialogue for a scene Postcard to Millicent and John Letter of advice from Bird to Millicent Recount of children's escape Narrative poem of escape **Biography of Harriet Tubman**	Letter of prediction to Jub Noun phrase poems Imagined section of dialogue Diary entry in role as Jub Story ending for Jub **Prequel from an alternative perspective**	Penpal letter to Anne Diary entries in role as Anne Description of the annex Obituary for Anne Diary as Otto returning after the war **Newspaper report about Otto's return**	Proposal to NASA for a new Mars rover Labels for Curiosity diagram Explanation of Curiosity's launch NASA log of Mars landing News report for Mars landing **Expanded explanation of a new Mars rover**	Description of a rare bird Letter of advice to the prince Retelling a section of story Description of the princess **Alternative fairytale narrative**
Purposes covered	Inform Persuade Reflect Recount	Inform Persuade Reflect Discuss Recount	Persuade Reflect Entertain Inform	Reflect Persuade Inform Explain Entertain	Entertain Explain Persuade Recount Inform	Inform Entertain Reflect	Reflect Describe Inform	Inform Explain Recount	Describe Entertain
Grammar coverage — WORD	-ing words as adjectives figurative language	-er, -ologist, -cian, -ist suffixes un- / in- prefixes most / -est superlatives *	converting nouns to adjectives with -ful / -less / -ness suffixes most / -est superlatives *	synonyms / antonyms for effect * shifts in formality *	figurative language	synonyms / antonyms figurative language	difference between vocabulary for formal / informal speech idioms	differences in formality of language -er / -or suffix	synonyms / antonyms figurative language
Grammar coverage — SENTENCE	modal verbs conjunctions to explain * range of sentence types * multi-clause sentences order of clauses expanded noun phrases * relative clauses formal adverbials of time and place	conjunctions to link ideas * range of sentence types * abstract noun phrases subjunctive form * conditional sentences – if * fronted adverbials	modal verbs expanded noun phrases * adverbs to indicate degrees of possibility range of sentence types * multi-clause sentences adverbs / adverbial phrases relative clauses relative pronouns / omitted pronouns	multi-clause sentences order of clauses subordinating conjunctions subjunctive form * modal verbs range of sentence types * relative clauses / pronouns noun phrases expanded with prepositions *	subordinating conjunctions modal verbs relative clauses multi-clause sentences adverbs / adverbial phrases sentence order difference between formal / informal structures *	abstract noun phrases subjunctive form * adverbs / adverbial phrases * sentence order	modal verbs + contractions range of sentence types * question tags * expanded noun phrases * relative clauses adverbial phrases * passive voice *	modal verbs multi-clause sentences relative clauses adverbial phrases * sentence order passive voice * expanded noun phrases	abstract noun phrases subjunctive form * adverbs / adverbial phrases * sentence order
Grammar coverage — PUNCTUATION	sentence ending punctuation * apostrophes for contraction * use of colons dialogue punctuation *	sentence ending punctuation * apostrophes for contraction * bullet points to list information * parenthesis	dialogue punctuation * commas / semi-colons to avoid ambiguity commas to avoid ambiguity parenthesis	sentence ending punctuation * parenthesis	dialogue punctuation * bullet points to list information *	dialogue punctuation * commas to clarify meaning	apostrophes for contractions * brackets for parenthesis dialogue punctuation * commas for clarity use of single dash	commas for clauses use of single dash	dialogue punctuation * commas to clarify meaning

TEXT								
subheadings * pronouns to avoid repetition * present perfect tense * tense choice for cohesion paragraphs to organise around a theme *	subheadings * paragraphs to organise around a theme * adverbials of time for cohesion	range of tenses - present progressive / past perfect * authorial devices for cohesion future tense adverbial phrases to advance action	paragraphs to organise around a theme * past progressive tense *	dialogue to advance action progressive tense adverbials to link ideas paragraphs to organise around a theme * cohesive devices	adverbial phrases to link ideas cohesive devices to move time / place / action		progressive verb forms * adverbials for cohesion	adverbial phrases to link ideas cohesive devices to move time / place / action

St Anne's - Progression in Year 6

Text	THE ARRIVAL	WINDRUSH CHILD	CAN WE SAVE THE TIGER?	SUFFRAGETTE	PARADISE SANDS	ROMEO AND JULIET	SOME PLACES MORE THAN OTHERS
Outcomes Non-fiction Fiction	Letters Character descriptions Diaries Short playscripts Short report	Thought bubbles Informal letters Poems Diary entries Advice	Letters Explanations Persuasive posters Animal description Persuasive speeches Simple poems	Formal letters Diary entries Balanced arguments Speeches Short news reports	Descriptive story opening Informal note of advice Formal letter Descriptive retelling Conversation Book review	Police reports Character descriptions Narrative scenes Dialogue Diary entries Formal letters	Letters Diary entries Short reflections Labels Poems Biographies Instructions
	Narrative retelling	Persuasive pitch	Discussion	Persuasive campaign	Narrative prequel	Balanced argument	Suitcase Project
Audience / Form	Retelling sections of story Diary entry in role as little girl Poster to describe The New World Playscript for a scene Scenes with a flashback Leaflet for looking after a pet **Retelling in third person (man's journey to another country)**	Thought bubble in role Letter from Leonard to dad Diary entry in role as Leonard Advice to another child Informal speech to mother **Persuasive pitch to the local council**	Letter to express an argument Persuasive poster to look after endangered animals Description of an animal Simple explanation about endangered animals Persuasive speech to save an endangered animal Simple poem based on The Tyger **Discussion text about endangered animals**	Letters to William Gladstone Speech as a lawyer Diary entry as Christabel Pankhurst Letter from WSPU Balanced argument in response to a question Newspaper about Epsom Derby events **Campaign to raise awareness**	Alternative story openings Note of advice to the siblings Suspense-filled passage Formal letter to the Teller Descriptive retelling of the great feast Conversation between the Teller and main character Book review **Narrative prequel**	Short police report Character descriptions Narrative action scene Conversation between main characters Diary entry as R or J Description of balcony scene Letter from Nurse to Juliet **Balanced argument – who is to blame?**	Letter from Amara to parents Diary entry in role as Amara Short reflection about family relationships 'Memory map' labels Poem about 'roots' Short biography of Langston Hughes Recipe instructions Poem – 'Recipe for a happy life' **Range of writing to create 'The Suitcase Project'**
Purposes covered	Entertain Reflect Describe Inform	Reflect Inform Persuade	Inform Persuade Describe Explain Entertain	Persuade Reflect Discuss Inform	Entertain Persuade Inform Describe Reflect	Inform Describe Entertain Reflect Persuade	Persuade Reflect Entertain Inform Instruct
Grammar coverage (these may be taught multiple times throughout the sequence) WORD	effect of verb / adjective choices in context idioms	-ty / -sion / -tion suffixes synonyms to avoid repetition vocabulary appropriate for formal speech	dis- / de- / mis- over- / re- prefixes * figurative language vocabulary appropriate for formal speech	vocabulary of formal writing	figurative language differences in vocabulary for formal / informal writing	synonyms similes as adverbials superlatives -est / most idiomatic language vocabulary of formal writing	similes metaphors alliteration
SENTENCE	modal verbs * subordinating conjunctions order of clauses adverbial phrases * multi-clause sentences passive voice noun phrases expanded by preposition/adverb phrases conditional sentences *	contrasting / explanatory conjunctions modal verbs * range of sentence types * multi-clause sentences order of clauses relative clauses / pronouns * subjunctive mood *	subjunctive form conditional sentences * multi-clause sentences order of clauses subordinating conjunctions difference between phrases / clauses preposition phrases expanded noun phrases * modal verbs * question tags	subjunctive mood passive voice modal verbs * adverbial phrases *	modal verbs * coordinating conjunctions subordinating conjunctions expanded noun phrases * adverbs / adverbial phrases * passive voice relative clauses *	modal verbs * subordinating conjunctions passive voice adverbial phrases range of noun phrases * prepositional phrases * subjunctive mood formal sentence openers multi-clause sentences	conjunctions to explain * question tags adverbial phrases * range of noun phrases conditional sentences * modifying adverbs
PUNCTUATION	use of colons brackets for stage directions use of semi-colons inverted commas for speech *	apostrophes for contractions * commas for clarity * bullet points to list information	commas to demarcate clauses * parenthesis punctuation *	bullet points to list information	parenthesis punctuation * dialogue punctuation * use of hyphen (hyphenated adjectives)	dialogue punctuation * apostrophes for omission / accent * dash for emphasis	apostrophes for contraction * use of colons / semi-colons
TEXT	short sentences for effect change in tense to link between scenes conjunctions / adverbials for cohesion linking across paragraphs	repetition for effect (poetry) wider range of cohesive devices	short sentences for effect adverbial phrases for cohesion	range of cohesive devices	short sentences for effect controlled repetition for effect	present perfect tense * layout devices – balanced argument	future tense constructions