



Year 4: Grammar, Punctuation and Spelling



Pronouns

Pronouns are words that we used that replace nouns in a sentence. They build cohesion and stop repetition, making your writing flow appropriately.

There are lots of different types of pronoun, including; personal, possessive, relative.

Personal Pronouns	Possessive Pronouns	Relative Pronouns
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I	mine	who
you	ours	whom
she	yours	whose
they	his	which
him	hers	that
us	its	where
me	theirs	when
he		why
we		what
them		

John's sister is having a party so **he** has invited us.

The television belongs to **me** and **Ben**; it is **ours**.

The teacher, **who** arrived yesterday, is called Mr Manning.

Was or Were?

'was' and 'were' are both used when writing in the past tense but they are used differently. 'was' is used in the first-person singular ('I') and in the third-person singular ('he', 'she', 'it'). 'were' is used in the second-person singular and plural ('you', 'your', 'yours') and third-person plural ('we', 'they').

I was working until late last night.

He was prepared for school.

She was excited about the new game.

Who was with you at the party?

If I **were** you, I'd accept.

We were scared of the thunder.

We were excited about the football.

Were they prepared?

Determiners

Determiners reference nouns and tell us how many there are or whose the noun is.

The most common three are 'a', 'an' and 'the'.

'an' replaces 'a' when the noun begins with a vowel (a, e, i, o, u)

a

Used for objects that are not specific or one of several things of a similar type.

I need **a** phone.

Used the first time we introduce an object.

I watched **a** film last night.

an

Used for objects that are not specific or one of several things of a similar type.

I'd like **an** apple.

Used the first time we introduce an object.

On holiday, I saw **an** iguana,

the

Used for specific object or objects that both the speaker and the listener know.

Can you pass me **the** phone please?

Used when we mention the object again.

The iguana I saw was very small.

Paragraphs

We use paragraphs to organise our writing. They group together ideas that are linked. We leave a line when beginning a new paragraph. A paragraph usually consists of at least two sentences but experienced writers may use a single-sentence paragraph for effect!

When to start a new paragraph

-When you begin a new idea or point.

-To contrast information.

-When your readers need to pause.

-When you are ending your introduction or starting your conclusion.

Using headings and sub-headings

In some piece of writing, you may need to group specific information.

In this case, you would use 'sub-headings' to make it clear to the reader what exactly they are reading about.



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Apostrophes for Possession

To show possession of a singular noun, add and apostrophe and 's'.

If the noun ends in 's', just add an apostrophe.

This rule applies plural nouns that do not end in 's'.

When the plural noun ends in 's', add just an apostrophe.

boy
tree

The **boy's** coat was lost during playtime.
The **tree's** leaves were falling on the ground.

boss
James

The **boss'** son was visiting the office.
James' birthday is in January.

children
women

The **children's** playtime was cut short.
The **women's** meeting was postponed.

dogs
witches

The **dogs'** biscuits had all gone.
The **witches'** cauldrons had gone missing.

Adverbials and Fronted Adverbials

An adverbial is a word or group of words used to modify or closely-define the verb in a sentence. Fronted adverbials are placed at the beginning of the sentence and a comma must be placed after them.

Adverbials

The boy ran **as fast as he could**.
John went for a swim **every morning**.
He threw the ball **against the wall**.

Fronted Adverbials

Finally, the guests arrived.
After completing the race, Jade was tired.
Happily, the toddler sat and ate cake.

Year 3 and 4 Word List

accident	century	experiment	interest	particular	remember
accidentally	certain	extreme	island	peculiar	sentence
actual	circle	famous	knowledge	perhaps	separate
actually	complete	favourite	learn	popular	special
address	consider	February	length	position	straight
answer	continue	forwards	library	possess	strength
appear	decide	fruit	material	possession	suppose
arrive	describe	grammar	medicine	possible	surprise
believe	different	group	mention	potatoes	therefore
bicycle	difficult	guard	minute	pressure	though
breath	disappear	guide	natural	probably	although
breathe	early	heard	naughty	promise	thought
build	earth	heart	notice	purpose	through
busy	eight	height	occasion	quarter	various
business	eighth	history	occasionally	question	weight
calendar	enough	imagine	often	recent	woman
caught	exercise	increase	opposite	regular	women
centre	experience	important	ordinary	reign	

Inverted Commas - Direct Speech

To show speech, we used inverted commas.

There are 5 rules to remember when using inverted commas:

1. Keep your inverted commas at the beginning and the end of the words being spoken	"Stop!" I said.
2. New speaker, new line. Start a new line whenever someone new speaks.	"How are you doing today?" asked Henry. "I'm great!" replied Ashton.
3. Always begin what is being spoken with a capital letter.	"What an amazing day!" he announced.
4. Make sure your speech is correctly punctuated. Inside your inverted commas must be punctuated.	"There are times, I feel, that you are a bit mean to me," she said to her cousin.
5. Remember to use commas to separate speech from everything else.	Ashton whispered, "Be quiet!" "Goodbye," said Jules.