

## Glossary of Terms Used in Spelling, Punctuation and Grammar Teaching in Primary Schools

<b>Year 3</b>	
Clause	Clauses are the building blocks of a <b>sentence</b> . They are groups of words that contain a <b>subject</b> and a <b>verb</b> . They can be ' <b>main</b> ' or ' <b>subordinate</b> '.
Complex sentence	Formed by joining a <b>main clause</b> with a <b>subordinate clause</b> using a <b>subordinating conjunction</b> . They can also be called <b>multi-clause sentences</b> . The main clause can stand alone but the subordinate or dependent clause cannot. For example, 'I burned dinner when I was on the phone'.
Consonant	Any letter of the alphabet other than the vowels (a, e, i, o, u).
Direct speech	A sentence where the exact words spoken are represented, and shown in <b>speech marks</b> (also known as <b>inverted commas</b> ). ("Tidy your room, please," said Mum).
Formal speech	A type of speech or writing used in formal, 'serious' texts and situations. Children in primary school start to be taught the difference between the language we use when speaking informally (for example, to our friends) and the language we may use for a formal text, such as a letter of complaint.
Inverted commas	Punctuation marks used to demarcate <b>direct speech</b> in a sentence. Also known as speech marks, but in the 2014 National Curriculum children are taught the term inverted commas instead.
Main clause	The leading <b>clause</b> in a <b>sentence</b> which indicates the main <b>subject</b> and action of the sentence. It stands alone without any additional <b>clauses</b> . For example, 'Even though the weather is bad, <u>I will still go for a walk</u> '.
Paragraph	A distinct section of a piece of writing, which usually has a single theme. It is indicated by starting a new line or indenting the start of the first sentence.
Preposition	A linking word in a sentence, used to show where things are in time or space. For example, 'under', 'after', 'next', 'behind'.
Reported speech	See <b>indirect speech</b> .

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Root word	A basic word with no <b>prefix</b> or <b>suffix</b> added to it. Adding prefixes and suffixes can change the meaning of a root word.
Simple sentence	Has a <b>subject</b> and one <b>verb</b> . See also <b>compound sentence</b> and <b>complex sentence</b> .
Speech marks	Punctuation marks used to demarcate <b>direct speech</b> in a sentence. See also <b>inverted commas</b> .
Subject	The subject of a <b>sentence</b> is the thing or person carrying out the main action. For example, 'The <u>cow</u> ate the grass'.
Subordinate clause	A <b>clause</b> that cannot stand alone as a complete sentence, but is linked to a main clause using a <b>subordinating conjunction</b> . It does not express a complete thought, and if read on its own it requires additional information. For example, 'I take my dog to the park every day, even though <u>sometimes it is raining</u> '. Subordinate clauses contain a subject noun and a verb.
Vowel	The letters a, e, i, o and u.
Word family	A group of words which may share a common <b>root word</b> or <b>morphology</b> . For example, 'happy', 'unhappy', 'happiness', 'happily', 'unhappiness', 'unhappily'.