



Teacher's Glossary

Key: **Bold** words are examples.

Underlined words can be found in this Glossary.

Italic words are important to the explanation.

TERM	DEFINITION
Active voice	<p>A sentence is in the active voice if its <u>subject</u> is the one 'doing' the <u>verb</u>.</p> <p>For example: 'The dog chased the cat.'</p> <p>The dog is the subject and it did the chasing, so this sentence is active.</p>
Adjective	<p>An adjective is a word that modifies a <u>noun</u>.</p> <p>In 'the young girl', the adjective is 'young' as it gives more detail about the noun, 'girl'.</p>
Adverb	<p>An adverb is a word that modifies a <u>verb</u>, an <u>adjective</u> or another adverb. Children will often think that adverbs always end in '-ly' but this is not the case.</p> <p>An adverb can tell you <i>how</i>, <i>where</i> or <i>when</i> something happens.</p> <p>For example, 'Then, he ran upstairs, quickly.'</p> <p>The adverb 'then' describes <i>when</i> he ran. The adverb 'quickly' describes <i>how</i> he ran. The adverb 'upstairs' describes <i>where</i> he ran. They all modify the verb 'ran'.</p>



Adverbial

An adverbial is a word, a phrase or a clause that acts as an adverb. It can tell you *how*, *where*, *when* or *why* something happens.

For example, '**After the film, Joe yawned, because it was very late.**'

The phrase '**after the film**' describes *when* Joe yawned. The clause '**because it was very late**' describes *why* he yawned. They are both adverbials that modify the verb '**yawned**'.

Agent

The agent is the thing 'doing' the verb.

In '**the dog chased the cat**', the dog is the agent as it is *doing* the chasing.

In '**the cat was chased by the dog**', the dog is still the agent, as it is still the one *doing* the chasing.

Ambiguity

Ambiguity is when meaning is unclear. If something is *ambiguous*, it can mean more than one thing.

For example: '**Miss Sengupta told Jill off. She was very upset.**'

In this sentence, it is unclear whether it is Miss Sengupta or Jill who is upset!

Antonym

Antonyms are words that have opposite meanings.

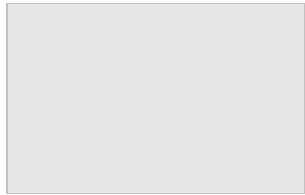
For example, '**love**' and '**hate**' are antonyms.

Apostrophe

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Apostrophes can be used in two ways:

- They can show where letters are missing, usually in contracted words. For example, '**don't**' instead of '**do not**'.



- They can show who owns something (when they are called *possessive apostrophes*). For example, '**Tom's shoes**'.

Brackets
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Brackets are punctuation marks that show that the words inside them are not essential to the meaning of the sentence. Instead, they give *extra information* (see Parenthesis).

Brackets are *always* used in pairs, with an opening bracket at the beginning of the extra information and a closing bracket at the end.

Bullet points
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Bullet points organise information into a list, with each bullet point starting on a new line.

The big, bold dots are sometimes known as 'bullets' and the words or sentences following them are sometimes known as the 'points'.

Cause

Cause is *why* something happens.

For example, '**because it was raining**'.

Clause

A clause is a part of a sentence that contains a verb. It can help to think of it like a section of meaning.

For example, look at this sentence: '**I packed my bag so that I would be ready to go.**'

This contains two clauses: '**I packed my bag**' and '**so that I would be ready to go**'.

You can often swap clauses around in a sentence without changing the meaning. For example: '**So that I would be ready to go, I packed my bag.**' Try doing this to check where the clauses are.



For more about clauses, look up Main clause, Subordinate Clause and Relative Clause in this Glossary.

Cohesion

Cohesion is what makes a piece of writing fit together well.

We link together the ideas in our writing with things like connectives, adverbials and pronouns to give it cohesion.

Colon
:

A colon is a punctuation mark used to introduce a list, a quotation, an example or an explanation.

For example: '**It was cold in the room: the window had been open all day.**'

A colon is also used at the end of a lead-in phrase or lead-in sentence and indicates the meaning 'as follows'.

Note: if the words 'as follows' (or equivalent words) are included explicitly, the correct following punctuation is a full stop rather than a colon.

Comma
,

A comma is a punctuation mark used to separate parts of a sentence, including items in a list and different clauses.

Compound word

A compound word is made from two smaller words.

For example, '**playground**' and '**armchair**'.

Conjunction

A conjunction is a word that links words, phrases and clauses together inside a sentence.

In '**it was always cold *or* rainy**', the conjunction '**or**' links the words '**cold**' and '**rainy**'.

In '**with bright eyes *and* red cheeks, she ran into the room**', the conjunction '**and**' links the phrases '**bright eyes**' and '**red cheeks**'.

In '**she was tired *but* she wanted to stay up**', the conjunction '**but**' links the two clauses together.

Conjunctions can be co-ordinating or subordinating:

Co-ordinating conjunctions (e.g. '**and**') link two items together as an equal pair.

Subordinating conjunctions (e.g. '**because**') begin a subordinate clause.

Connecting adverb

A connecting adverb is an adverb that can connect two sentences or main clauses.

For example, '**It was too hot to run. *Moreover*, they were all too tired.**' The connecting adverb '**moreover**' links the two sentences.

If a connecting adverb is used to link two main clauses within a sentence, a semicolon (or, in informal writing, a dash) should be used, never a comma.

For example, '**It was raining; *therefore*, we could not go out to play.**' The connecting adverb '**therefore**' links the two clauses.

A connecting adverb does not have to come at the beginning of its clause. It can go in the middle or at the end:

'It was raining; we could not, *therefore*, go out to play.'



	<p>'It was raining; we could not go out to play, therefore.'</p>
Connective	<p>'Connective' is an informal name for words that can be used to link words, <u>phrases</u> or <u>clauses</u>.</p> <p><u>Conjunctions</u> and <u>connecting adverbs</u> are types of connective.</p>
Consonant	<p>'Consonant' can mean:</p> <ul style="list-style-type: none">- A sound that you make when you limit the air coming through your throat, using your tongue, lips or teeth.- A letter that (usually) makes a consonant sound when read aloud. These are all the letters that are not <u>vowels</u>.
Continuous verb	<p>A continuous verb is a <u>verb</u> that is, was, or will be in the middle of happening.</p> <p>For example, 'I am playing' or 'He was eating'.</p> <p>Continuous verbs end with '-ing'.</p>
Contraction	<p>Contraction is when two words are put together and letters are removed to make one word. An <u>apostrophe</u> is used to show where the letters are missing.</p> <p>For example, 'don't' instead of 'do not'.</p>
Dash —	<p>A dash can be used instead of a <u>colon</u> or a <u>semicolon</u> in informal writing.</p> <p>Dashes can also be put around <u>parenthesis</u> in</p>



	<p>informal writing.</p> <p>A dash is longer than a <u>hyphen</u> and always has a space before and after it.</p>
Definition	<p>A definition is an explanation of the exact meaning of a word.</p>
Derivation or Derivative	<p>Derivation is when you make a new word from a <u>root word</u>, usually by adding <u>prefixes</u> or <u>suffixes</u>. The new word is called a derivative.</p> <p>For example, the <u>adverb</u> 'gladly' is a derivative of the <u>adjective</u> 'glad'.</p>
Determiner	<p>A determiner is a word, like 'the', 'a', 'this', 'that' and so on, that comes before a noun. It helps to make the noun more specific.</p> <p>For example, instead of 'book', we can say 'that book' so that we know which book we mean.</p> <p><u>Possessive pronouns</u>, like 'his' and 'my', are determiners.</p> <p>Numbers can also be determiners, such as 'four mice'.</p>
Dialect	<p>A dialect is a way of speaking that is only used in a particular area or region. This includes variations in vocabulary and grammar, not just accent.</p>
Dictionary	<p>A dictionary is a book that lists the words of a language in alphabetical order, along with their meanings.</p>



Direct speech

Direct speech is what a person in a piece of writing actually says. It always goes inside inverted commas. For example, '**He said, "I've eaten it."**'.

This should not be confused with *indirect speech*, which is when the writer reports what a person said, e.g. '**He said that he had eaten it.**'

Ellipsis

or

Elision

Ellipsis, or elision, means missing out a word or phrase, so that the text still makes sense.

For example, '**I can whistle but you can't whistle**', can simply be expressed as, '**I can whistle but you can't**'.

Sometimes, three dots (...) can be used to show where words or sentences are missing. This is also called ellipsis and can be used to create suspense or imply hesitancy in writing.

Etymology

Etymology is the history of a word and how it has changed over time.

This can encompass the word's origins in English or other languages, and how its form and meaning have changed throughout history.

Exclamation

An exclamation is something that is said loudly or with lots of emotion. It will end in an exclamation mark.

It can be a whole sentence but it can also be just a word or a phrase.

For example:

Stop being silly!

Help!

A bear!



Formal language

Formal language is language that is suitable for formal purposes.

It uses Standard English rather than slang or dialect and uses more precise or polite words.

Formal language avoids contraction and personal language or opinions.

Fronted

When a word or phrase that normally comes *after* a verb is put before it, usually at the beginning of its clause or sentence, we say that it has been fronted.

For example, '**Suddenly, he ran off.**' Here, the adverb comes before the verb, at the beginning of the sentence, so it is fronted.

Future perfect

The future perfect is formed using the future tense of 'to have' followed by the past participle of the verb.

It is used to show that the verb will have happened by a certain time in the future.

For example: '**The bus *will have left* by the time we get there.**'

Future tense (Simple future)

The future tense of a verb is used to show that something will happen in the future. It can be formed in two ways:

'will' + verb = e.g. '**I will go**' or '**You will be**'

'am/is/are' + 'going to' + verb = e.g. '**He is going to go**' or '**They are going to see**'

Grammatical terminology

Grammatical terminology is technical language that can be used to talk about grammar.



Guide words

Guide words are the words that appear at the top of each page in a dictionary or thesaurus. They show the first and last words on the page.

Head word

A head word is a word in a thesaurus that starts a new group of synonyms. It will usually be in bold.

Homophones

Homophones are words that sound the same but mean different things.

For example, '**two**' is a number but '**too**' means '**as well**'.

Children will often also confuse the spellings of *near-homophones*, which sound similar but not quite the same.

Hyphen

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A hyphen is a punctuation mark used to avoid ambiguity of meaning in some compound words and phrases.

For example, instead of '**we saw a man eating shark at the aquarium**', we could write '**we saw a man-eating shark at the aquarium**'. This shows that we saw a shark that eats men, not a man eating a shark!

Imperative verb

A type of verb that gives an instruction or a command.

For example: '**Sit in your chair and read this book.**'

Inverted commas

or

Inverted commas (also called 'speech marks') are a type of punctuation mark that goes around direct speech.

These can be double or single, so long as this



Speech marks

“ ” / ‘ ’

remains consistent throughout the passage of writing. It is common to favour double inverted commas for direct speech in order to distinguish it from quotation.

Lead-in phrase

or

Lead-in sentence

A lead-in phrase or sentence is used to introduce a list of bullet points. It usually ends in a colon.

For example, **‘I need to buy:**

- **eggs,**
- **bread,**
- **milk.’**

‘I need to buy:’ is the lead-in phrase.

Main clause

A main clause is a clause that could be used as a complete sentence on its own.

For example, **‘I eat fruit’** is a main clause in the sentence **‘I eat fruit when I am hungry.’**

Modal verb

Modal verbs are verbs that come before another verb to show how possible, likely or necessary it is.

Common modal verbs are **‘will’**, **‘would’**, **‘can’**, **‘could’**, **‘may’**, **‘might’**, **‘shall’**, **‘should’** and **‘must’**.

Morphology

Morphology is the structure of a word and how it is formed from smaller parts.

For example, **‘teacher’** is made from the verb **‘teach’** and the suffix **‘-er’**. The suffix could be changed to make, for example, **‘teaches’** or **‘teaching’**.



Noun

A noun is a word used to mean a person, a place or a thing.

For example, '**boy**', '**home**' and '**bridge**' are all nouns.

It can also refer to more abstract ideas, like '**love**' or '**happiness**'.

Noun phrase

A noun phrase is a noun and all the words that describe it, which act together as a noun in a sentence.

You can tell that something is a noun phrase if the sentence still makes sense when you replace it with a pronoun.

For example, in '**that girl over there is my cousin**', the noun phrase '**that girl over there**' can be replaced with the pronoun '**she**' to make '**she is my cousin**'.

Object

The object of a sentence is usually the thing that the verb is being *done to* or *done with*.

In '**the boy crossed the bridge**', '**the bridge**' is the object, as it is the thing being crossed.

Parenthesis

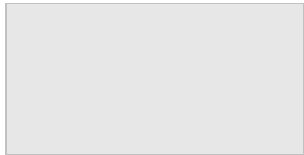
A parenthesis is extra information inserted into a sentence. It can be shown by brackets, dashes or commas.

For example:

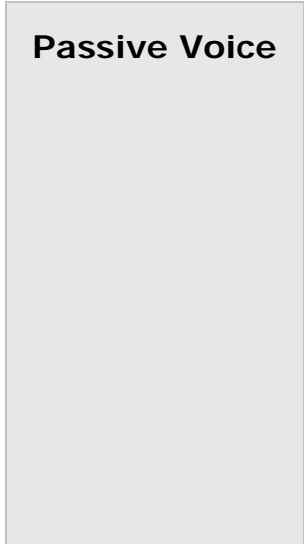
'**Alicia had a hat – I think it was green – to match her dress.**'

'**Tigers, unlike most cats, are happy to swim.**'

'**The Eiffel Tower (located in Paris) is a very famous landmark.**'



The sentence should always make sense if the parenthesis is taken away.



Passive Voice

A sentence is in the passive voice if its subject has the verb done to it. It is made with a form of the verb 'to be' and a past participle.

For example, '**The cat was chased by the dog.**'

The cat is the subject and had the verb ('**chased**') *done to* it, so the sentence is passive.

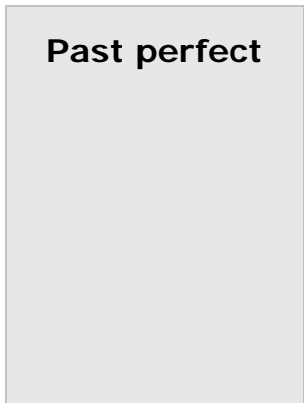
A sentence in the passive voice does not always have to have an agent (in this sentence, '**the dog**').



Past participle

A past participle is a verb form used for the passive voice and perfect verb forms.

It is often the same as the simple past form, but there are many irregular verbs where it is different e.g. '**seen**' instead of '**saw**' or '**done**' instead of '**did**'.



Past perfect

The past perfect is formed using the past tense of 'to have' followed by the past participle of the verb.

It is used to show that the verb happened before the past moment discussed.

For example: '**I waved but he *had* already *turned* away.**'



Past tense (Simple past)

A verb in the past tense is used to show that things happened in a past time. It is usually made by adding '**-ed**' to the verb. For example, '**play**' becomes '**played**'.



Perfect verb form

The perfect form of a verb is used to show that an action is complete but still meaningful.

It is made by putting a form of the verb 'to have' before the past participle of a verb.

For example: '**I have slept**' or '**He had eaten**'.

Perfect forms are useful for showing duration (e.g. '**I have been here for two hours**'), achievements (e.g. '**Man has landed on the moon**') and change over time (e.g. '**He has grown a lot**').

Personal and impersonal language

Personal language uses pronouns such as '**I**' and '**you**'. Impersonal language avoids these pronouns.

For example, '**when I switch on the bulb, it lights up**' is personal; '**when the bulb is switched on, it lights up**' is impersonal.

Phoneme

A phoneme is a single sound made when speaking. This is not a term that children need to know, but it can be useful to use it if they are learning to read using phonics.

Phonemes do not directly correspond to written letters.

For example, the word 'string' contains six letters, but only five phonemes (/s/t/r/i/ŋ/).

Phrase

A phrase is a group of words that means something on its own, without a verb.

For example, '**the red flower**'.

Plural

Plural nouns are nouns that describe more than one thing. They usually end in the letter 's', although there are many exceptions.

For example, '**dogs**', '**boxes**' and '**houses**' are



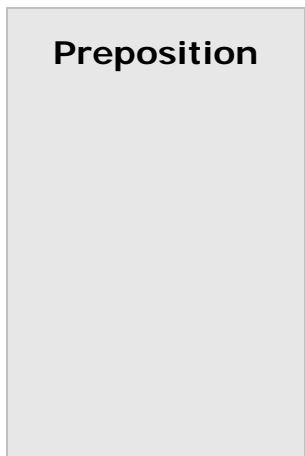
all plural nouns. So are '**mice**', '**geese**' and '**men**'.



Prefix

A prefix is a letter or letters added at the beginning of a word to turn it into a different word.

For example, '**un-**' is added to the word '**friendly**' to make the new word '**unfriendly**'.

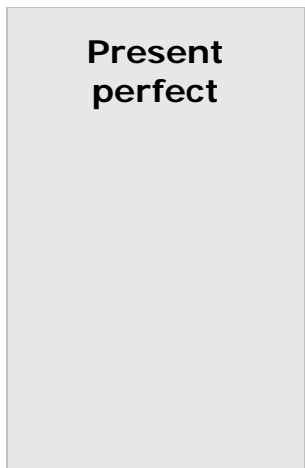


Preposition

A preposition is a word that usually shows:

- *where* one thing is in relation to another;
- *when* one thing happened in relation to another;
- *direction* of travel.

For example: '**He walked *towards* the house *on* the hill *after* lunch.**' The words '**towards**', '**on**' and '**after**' are all prepositions.



Present perfect

The present perfect is formed using the present tense of 'to have' followed by the past participle of the verb.

It is used to show that the verb happened in the past but has results in the present.

For example: '**I *have seen* this film before.**'

The present result implied is that now I know what happens in the film.



Present tense

A verb in the present tense is used to show that a thing happens now, or is something that happens regularly.

For example, '**I *go* to the park and I *play* football.**'



Possessive pronoun

A possessive pronoun (e.g. '**his**', '**her**' or '**my**') replaces a noun and a possessive apostrophe to show *who* or *what* owns something.

For example, instead of '**Jane's bike**', we can say '**Her bike**'.

Children will often try to put an apostrophe in the possessive pronouns '**its**' and '**hers**'. One way to teach them not to do this is to remind them that they would never put an apostrophe in the possessive pronoun '**his**'.

Pronoun

A pronoun (e.g. '**I**', '**she**', '**it**' or '**him**') is a word that can be used in place of a noun.

For example, '**the boy gave the apple to the girl**' could replace its nouns with pronouns to become '**he gave it to her**'.

Proper noun

A proper noun is a name. It can be the name of a person, a place, a day, and so on. Proper nouns almost always use capital letters.

'**Mr Brown**', '**Tuesday**' and '**Scotland**' are all proper nouns.

Relative clause

A relative clause is a clause that adds detail to a noun. It always comes *after* the noun, and begins with a relative pronoun.

For example: '**My friend, who was looking confused, raised his hand.**'

The relative clause in this sentence is '**who was looking confused**', as it adds detail to '**my friend**'.

Relative pronoun

A relative pronoun is a word that links a relative clause to the noun that it describes.



For example:
'That's the girl *who* won the prize.'
'She scored five goals, *which* impressed the team.'

The words '**that**', '**which**', '**who**', '**whose**' and '**whom**' are all relative pronouns. The words '**when**', '**where**' and '**why**' can also be relative pronouns.

Root word

A root word is the simplest form of a word, before any prefix or suffix is added to it.

For example, '**friend**' is the root word of '**unfriendly**'.

Semicolon
;

A semicolon is a punctuation mark used to separate two main clauses in a sentence. It makes a shorter pause than a full stop but a longer one than a comma.

For example: '**It was a lovely day; the sun shone all around.**'

A semicolon can also separate items in a list of phrases.

Sentence

A full sentence is a group of words that expresses a complete idea and includes a verb. It can be a statement, exclamation, question, command or suggestion.

A sentence contains at least one clause.

A sentence always begins with a capital letter and ends with a punctuation mark.

Singular

Singular means that there is just one. A



singular noun is noun that describes one single thing.
For example, '**cat**' or '**boy**'.

Slang

Slang means casual language that is not Standard English.

For example, '**quid**' instead of '**pounds**' is slang.

It is often specific to a geographical area, social group or time period.

Slang should not be used in writing except to create a casual and chatty effect, for example in direct speech.

Standard English

Standard English is grammatically correct and avoids slang and dialect words. It is not always formal language so contractions can be used.

For example, '**I ain't gonna go there**' is not Standard English but '**I'm not going to go there**' is.

Statement

A statement is a sentence that gives a piece of information. If a sentence is not a question, an exclamation, a command or a suggestion, it is probably a statement.

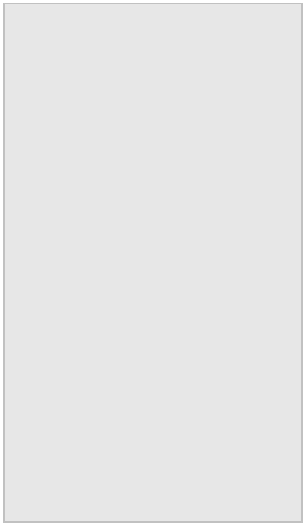
A statement will always end in a full stop.

Subject

The subject is the focus of a sentence.

In '**The dog chased the cat**', the subject is the dog. In '**The cat was chased by the dog**', the subject is the cat.

The subject does not have to be a noun or a pronoun. It can be a verb, for example:



'Sleeping was difficult in the bright moonlight.'

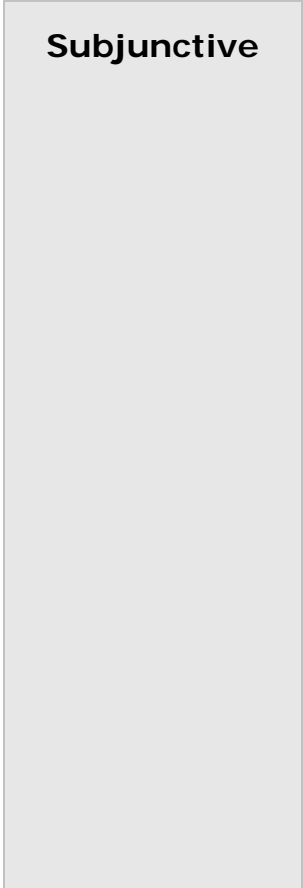
'To sing can be tricky without training.'

The subject can also be a clause:

'Whatever is making that noise must stop now!'

Sometimes no subject is mentioned:

'Sit down!'



Subjunctive

The subjunctive form of a verb creates a feeling of uncertainty. It is used to talk about something that hasn't actually happened.

For example: **'I insist that Tom *write* to his aunt.'**

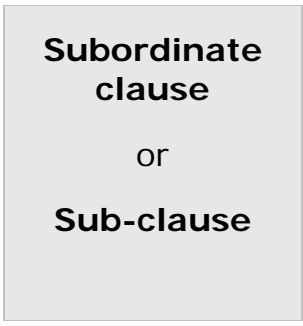
The verb '**write**' is in the subjunctive form. Tom isn't actually writing to his aunt; the sentence says that he should, but he might not.

The subjunctive form is usually used either in an 'if' clause or when describing something that somebody wants to happen.

For example:

'If I *were* taller, I would play basketball.'

'I wish I *were* taller, so that I could play basketball.'



Subordinate clause

or

Sub-clause

A subordinate clause (or sub-clause) is a clause that only makes sense along with the main clause. It does not make sense as a sentence on its own.

For example, in '**I eat fruit when I am hungry**', the sub-clause is '**when I am**



	<p>hungry'.</p> <p>A subordinate clause can come before or after a main clause.</p>
Suffix	<p>A suffix is a letter or letters added at the end of a word to turn it into a different word.</p> <p>For example, '-ed' is added to the end of the word 'look' to make the new word 'looked'.</p>
Synonym	<p>Synonyms are words that have the same or very similar meanings, such as 'happy' and 'cheerful'.</p>
Tense	<p>Tense shows <i>when</i> a <u>verb</u> takes place. We show tense by using different forms of the verb.</p> <p>For example, 'I swim' is in the <u>present tense</u> and 'I swam' is in the <u>past tense</u>.</p>
Thesaurus	<p>A thesaurus is a reference book that lists words in groups of <u>synonyms</u>.</p>
Time	<p>Time is <i>when</i> something happens. For example, 'In the morning'.</p>
Verb	<p>Verbs are often called 'doing' words, but can describe events or states as well as actions.</p> <p>For example 'It was cold.'</p> <p>They may have a past, present or future <u>tense</u>. The words 'looked', 'look' and 'will look' are all forms of the verb 'to look', but are in different tenses.</p>



Vowel

'Vowel' can mean:

- A sound that you make when you do not limit the air that comes through your throat with your tongue, teeth or lips.
- A letter that, when read aloud, makes a vowel sound. 'a', 'e', 'i', 'o', and 'u' are vowel letters. 'y' can be a vowel letter or a consonant letter.

Word family

A word family is a group of words that are linked by spelling, meaning or a grammatical rule.

For example, '**teach**', '**teacher**' and '**teaching**' all share the root word '**teach**'. The words '**blue**', '**true**' and '**glue**' all share the '**ue**' letter string.