

## **Spelling Policy**

September 2025

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### 1. Curriculum Statement

### Intent

At William Patten, we encourage our pupils to think and write creatively, be adventurous with their use of language and to write with clear purpose and for pleasure. In order for these aims to be realised, it is essential that our pupils learn the foundational knowledge and skills of accurate spelling. Children who can spell feel confident and are able to write with enjoyment. We want our pupils to be equipped with the knowledge and range of strategies for learning spelling and to be able to apply these when writing independently. Automaticity in spelling frees up working memory for composition, enabling excellent progress not just in English writing lessons but in expression and attainment across the curriculum. Our teachers enjoy exploring and investigating the patterns and contradictions of the English language and we encourage the children to take delight in what they discover.

### **Implementation**

These aims are embedded across our curriculum, and feature particularly in our English teaching. We have a rigorous and well-organised English curriculum that provides many purposeful opportunities for spelling development. We have also implemented a weekly timetable of spelling sessions with linked handwriting practise for KS1 and 2, in which a 'little and often' approach is taken to ensure orthographical confidence, assessed in weekly spelling tests. These sessions allow an exploration of words which have been grouped to emphasise morphological and etymological patterns, and to provide ample exposure to and practice of key vocabulary, including statutory word lists from the National Curriculum. Further to this, children from reception to Y2 develop a sound knowledge of spelling strategies as part of the Read, Write, Inc programme, as outlined in the RWI policy. Small groups and regular assessment, ensure that children progress through the programme at a rate appropriate to their level of understanding. Children who are identified as requiring further support in phonetic understanding in KS2, also benefit from participation in the programme. In Key Stages 1 and 2, the words tested in the weekly spelling assessments are also assigned as homework on the google platform, with guidance on a range of strategies shared with parents to support home help. The school's marking policy also places a strong emphasis on supporting the improvement of spelling, with targeted practise of a mediumhigh frequency word assigned to every child in every writing lesson. Targeted spelling programmes are put into place for children who would benefit from additional support in this area.

#### **Impact**

First and foremost, our pupils are given opportunities to explore and investigate the English language and its patterns through speaking and listening. As pupils move through our key stages, they develop, consolidate and secure the skills needed to read, share, enjoy and interpret a wide variety of literature. Our pupils acquire the knowledge and learn the skills to apply their spelling, grammar and punctuation skills to a variety of purposes in a range of thematic, cross-curricular contexts. Our pupils are encouraged to think creatively, to be adventurous with their use of language and to write with clear purpose.

### When spelling, our pupils:

- Use their phonic skills effectively when blending phonemes for reading and when segmenting phonemes for spelling
- Notice morphology and patterns that help them make connections between words
- Have an interest in words, their meanings and their origins, developing a growing vocabulary both for speaking and writing

- Write with confidence and creativity, while developing the skills to self-edit, correct and improve
- Are encouraged to be imaginative, creative and challenge themselves

The success of the school's approaches to spelling is evidenced by high results in the phonics screening check at the end of year 1 and in children's achievement in the GPS standard assessment tests at the end of KS2, where our results are above both the Hackney and National Average. Outcomes of written work further evidence the children's confidence and accuracy in spelling across the school. Our weekly timetabled 'short burst sessions' of handwriting and spelling have raised the profile of orthography in our classrooms, and an improvement in weekly spelling assessment results have been reported across the key stages.

### 2. Teaching and Learning

In order for children to achieve a high standard of spelling they need to be explicitly taught the knowledge and skills needed. Spelling lessons take place from Y1 – 6 following the spelling rules and expectations set out in the National Curriculum English Appendix 1: Spelling (from p7 of this document). A rule or group of words is taught as the spelling focus of each week, following the termly overview for the year group, and the list of ten words is assessed on a Friday. In KS1, some sessions also focus on writing words with taught sounds in addition to those set as part of the weekly rule. This spaced recall aligns with our teaching of systematic synthetic phonics and ensures ample opportunities to practise spelling using taught phonemes and graphemes. Sessions are daily. In KS2, sessions are all centred around the spelling rule or set of words chosen as the weekly focus. Modelled teaching takes place every day, with many additional opportunities for children to practise and consolidate independently (see timetable in section 5 of this document).

Our focus on teaching spelling embraces the knowledge of spelling conventions, patterns and rules, including combining the teaching of spelling and handwriting. Across the curriculum, our teaching of spelling includes knowledge of common exception words, high frequency words, statutory words and personal and topic spelling. A range of teaching strategies are used in our spelling sessions including:

- Pattern recognition (etymological and morphological)
- Look, say, cover, write, check
- Word recognition (wordsearches, highlighting in passages)
- Trace, copy and replicate (then check)
- Segmentation strategy
- Memorable 'silly sentences'
- Clapping and counting sounds/syllables
- Mnemonics
- Dictation

We also employ a range of strategies to adapt our support for children with specific literacy difficulties in spelling, and dyslexia. An overview of these strategies has been created by our dyslexia specialist and given to all teachers. Use of 'Word Aware' strategies further support all children to develop their spelling of subject specific vocabulary in our topic lessons.

At William Patten, we believe that children should not be inhibited or overly cautious in their approach to spelling as it can restrict their enjoyment and progress in other areas of writing. Widgit

symbol word mats are used to provide word banks for challenging spelling words and ambitious vocabulary so that children feel confident to incorporate unfamiliar words into their writing. In addition, while spelling corrections are included sensitively in the marking of work, these are primarily high frequency words or technical words relating to the piece of writing. Furthermore, children are allocated just one to two words to practise in these instances. See Marking Policy for further details.

Our pupils are also taught explicitly how to use a dictionary in order to investigate word meaning, origins and spellings. We currently use age-appropriate dictionaries from Y2-6 which ensure that our pupils make progress in their dictionary skills as they progress through the school.

#### 3. Assessment

The assessment of spelling is in line with the school's Assessment Policy. At William Patten, we continually assess spelling over the year. For example:

- Spellings in an unseen, dictated sentences
- Spellings in independent writing
- Results of weekly spelling tests

Our assessment in spelling is in line with the guidance outlined in the National Curriculum English Appendix 1: Spelling.

### 4. Planning and Resources

At William Patten we use the National Curriculum English Appendix 1: Spelling as the basis of our spelling planning for Years 1 – 6. Our weekly spelling overviews ensure coverage and support progression when exploring statutory spellings across a phase group.

Spelling is also incorporated into the Read, Write, Inc. (RWI) sessions for Reception – Y2. In these sessions children begin by spelling simple CVC words out using magnetic tiles before they go on to writing CVC words in their RWI books. As the children progress through the programme they are able to use the increasingly complex sounds they have learnt in their RWI lessons. During the summer term, children that have developed a sound GPC also write simple sentences in their RWI books during their RWI lessons.

### 5. Organisation - KS1 and 2

KS1	Monday	Tuesday	Wednesday	Thursday	Friday
	Session 1 - Spelling Focus rule/word grouping taught.  Patterns are explored and word definitions clarified. Children practise reading and recognising the words with a short activity e.g. word search, highlight the key words in a sentence	Session 2 – Combined handwriting and spelling practice.  Children complete activities in their Nelson handwriting books, using taught graphemes to spell words and sentences.	Session 3 - Spelling Focus rule revisited.  Children practise writing their weekly spelling words using taught letter formation (or joins in Y2, when and if appropriate).  Dictation used as part of this session.	Session 4 – Combined handwriting and spelling practice.  Children complete activities in their Nelson handwriting books, using taught graphemes to spell words and sentences.	

Year 1 / 2 children who attend phonics will also complete spelling work using taught sounds 3x a week in these sessions.

Year 2 HLR children should complete brief additional spelling practice using the weekly list or statutory spellings at least 3x a week at 9.05 (similar to KS2).

Additional spelling practise through dictation also takes place in Year 1 and 2.

\*In

the run-up to the Phonics Screening Check, the KS1 afternoon sessions focusing on taught GPCs are replaced with additional targeted phonics practise for small groups.

Session 2		Thursday	Friday
Session 1  Focus rule/word grouping is taught.  Patterns are explored and word definitions clarified.  Children practise reading and recognising the words with an activity (e.g. a game, wordsearch, or finding the words within sentences/a passage of text).  This session may also be completed on the Friday of the preceding week.	Combined handwriting and spelling practice.  Ch Depending on the needs of the cohort, this session can be used to repeat single-word writing (session 2)	Session 4 Combined handwriting and spelling practice. Teachers model writing a sentence that includes a spelling word on handwriting guide paper, drawing attention to taught joins and morphology. Children then apply their spelling and handwriting learning to	Session 5 Spelling assessment.

The above sessions are explicitly taught and include detailed teacher modelling. In addition to these, children across KS2 also benefit from opportunities for independent practise and consolidation, such as use of the 'look, cover, write and check' method. Practises such as these take place during soft starts and in other short bursts depending on class timetables. In Year 3, additional modelled teaching of joins also occurs on a weekly basis.

### 7. EYFS

In the Early Years, spelling is taught alongside the learning of graphemes and diagraphs. Children initially master spelling their names before moving on to applying the sounds they have learnt in their own independent writing. E.g. map, cat, etc. Emphasis is always placed on children 'having a go' at applying the sounds that they have learnt rather than achieving the correct spelling.

There is also a great focus on children learning how to spell high frequency irregular words. These words are known as 'red words'. E.g. the, so, are.

Spelling activities are planned for both in focus literacy activities and as part of the continuous provision of the learning space. These might include:

- Exploring rhyme
- Making words out of magnetic letters
- Making words out of playdough
- Matching 'red words'

### 8. Equal Opportunities

All children have equal opportunities to reach their full potential in spelling, regardless of their race, gender, cultural background, and ability, or of any physical or sensory disability.

### 9. Inclusion

Our pupils are taught challenging age-related content and it is our expectation that the vast majority of our pupils will achieve age-related expectations at the end of each year and key stage.

#### Children with EAL

Children with EAL are encouraged to make the same outstanding progress in spelling as their peers. To support their understanding, spelling should be consistently modelled by the class teacher and pictorial aids used wherever possible. New and unfamiliar spelling words should always be taught in context and examples of how they fit into a sentence given. Word Aware is further used to support EAL children's word knowledge and associated spelling knowledge.

### Children with SEND

Where pupils have fallen behind their peers and cannot access age-related content, class teachers will differentiate the spelling curriculum and homework to ensure those pupils are able to progress, succeed and close gaps in their spelling knowledge and skills. Strategies for supporting children with specific literacy difficulties in spelling have been disseminated to all teacher sby our dyslexia specialist. Strategies that parents can use at home have also been given to families who would benefit (appendix 2). Children with SEN may also be supported with small group or individual interventions for specific literacy difficulties with spelling.

### 10. Role of the Subject Leader

The subject leader is responsible for improving the standards of teaching and learning in English through monitoring, evaluation and by developing a strategic vision for the future. Activities to be regularly undertaken by the subject leader in relation to spelling include:

- monitoring and analysis of pupil work samples to analyse how spelling rules are applied by pupils across the school
- analysis of spelling data
- purchasing spelling resources, ensuring effective use of the available budget
- supporting colleagues and identifying CPD
- keeping up to date with curriculum developments

#### 11. Parents

We recognise and appreciate the huge part that parents play in their child's progress in spelling and all of our pupils are given spellings to learn as part of their weekly homework. We believe that the learning undertaken at home should be an extension to the practise at school and in order to fully support their children, parents will be kept informed of our approaches to teaching spelling through our annual Meet the Teacher meetings and parental workshops where relevant.

In order to ensure success and deepen learning, we encourage our pupils to spend some time every day learning their spellings at home, in addition to the practise we do on the same words in class time. Strategies used in the classroom are communicated to parents through the google platform and during parent meetings. Regular communication with parents regarding spelling is essential. Should we have any concerns about a child's progress in spelling, we speak to parents at the earliest opportunity to discuss how their child might best be supported. Strategies to help at home are disseminated, and have been included as a second appendix to this document.

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## **English Appendix 1: Spelling**

Most people read words more accurately than they spell them. The younger pupils are, the truer this is.

By the end of year 1, pupils should be able to read a large number of different words containing the GPCs that they have learnt, whether or not they have seen these words before. Spelling, however, is a very different matter. Once pupils have learnt more than one way of spelling particular sounds, choosing the right letter or letters depends on their either having made a conscious effort to learn the words or having absorbed them less consciously through their reading. Younger pupils have not had enough time to learn or absorb the accurate spelling of all the words that they may want to write.

This appendix provides examples of words embodying each pattern which is taught. Many of the words listed as 'example words' for years 1 and 2, including almost all those listed as 'exception words', are used frequently in pupils' writing, and therefore it is worth pupils learning the correct spelling. The 'exception words' contain GPCs which have not yet been taught as widely applicable, but this may be because they are applicable in very few age-appropriate words rather than because they are rare in English words in general.

The word-lists for years 3 and 4 and years 5 and 6 are statutory. The lists are a mixture of words pupils frequently use in their writing and those which they often misspell. Some of the listed words may be thought of as quite challenging, but the 100 words in each list can easily be taught within the four years of key stage 2 alongside other words that teachers consider appropriate.

The rules and guidance are intended to support the teaching of spelling. Phonic knowledge should continue to underpin spelling after key stage 1; teachers should still draw pupils' attention to GPCs that do and do not fit in with what has been taught so far. Increasingly, however, pupils also need to understand the role of morphology and etymology. Although particular GPCs in root words simply have to be learnt, teachers can help pupils to understand relationships between meaning and spelling where these are relevant. For example, understanding the relationship between *medical* and *medicine* may help pupils to spell the /s/ sound in *medicine* with the letter 'c'. Pupils can also be helped to spell words with prefixes and suffixes correctly if they understand some general principles for adding them. Teachers should be familiar with what pupils have been taught about spelling in earlier years, such as which rules pupils have been taught for adding prefixes and suffixes.

In this spelling appendix, the left-hand column is statutory; the middle and right-hand columns are non-statutory guidance.

The International Phonetic Alphabet (IPA) is used to represent sounds (phonemes). A table showing the IPA is provided in this document.

## Spelling - work for year 1

### **Revision of reception work**

### **Statutory requirements**

The boundary between revision of work covered in Reception and the introduction of new work may vary according to the programme used, but basic revision should include:

- all letters of the alphabet and the sounds which they most commonly represent
- consonant digraphs which have been taught and the sounds which they represent
- vowel digraphs which have been taught and the sounds which they represent
- the process of segmenting spoken words into sounds before choosing graphemes to represent the sounds
- words with adjacent consonants
- guidance and rules which have been taught

Statutory requirements
The sounds /f/, /l/, /s/, /z/ and /k/ spelt ff, ll, ss, zz and ck
The /ŋ/ sound spelt n before k
Division of words into syllables

Rules and guidance (non-statutory)	Example words (non-statutory)
The /f/, /l/, /s/, /z/ and /k/ sounds are usually spelt as <b>ff</b> , <b>ll</b> , <b>ss</b> , <b>zz</b> and <b>ck</b> if they come straight after a single vowel letter in short words. <b>Exceptions</b> : if, pal, us, bus, yes.	off, well, miss, buzz, back
	bank, think, honk, sunk
Each syllable is like a 'beat' in the spoken word. Words of more than one syllable often have an unstressed syllable in which the vowel sound is unclear.	pocket, rabbit, carrot, thunder, sunset

Statutory requirements
-tch

Rules and guidance (non-statutory)	Example words (non-statutory)
The /tʃ/ sound is usually spelt as <b>tch</b> if it comes straight after a single vowel letter. <b>Exceptions</b> :	catch, fetch, kitchen, notch, hutch
rich, which, much, such.	

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
The /v/ sound at the end of words	English words hardly ever end with the letter <b>v</b> , so if a word ends with a /v/ sound, the letter <b>e</b> usually needs to be added after the 'v'.	have, live, give
Adding s and es to words (plural of nouns and the third person singular of verbs)	If the ending sounds like /s/ or /z/, it is spelt as -s. If the ending sounds like /Iz/ and forms an extra syllable or 'beat' in the word, it is spelt as -es.	cats, dogs, spends, rocks, thanks, catches
Adding the endings – ing, –ed and –er to verbs where no change is needed to the root word	<ul> <li>-ing and -er always add an extra syllable to the word and -ed sometimes does.</li> <li>The past tense of some verbs may sound as if it ends in /Id/ (extra syllable), /d/ or /t/ (no extra syllable), but all these endings are spelt -ed.</li> <li>If the verb ends in two consonant letters (the same or different), the ending is simply added on.</li> </ul>	hunting, hunted, hunter, buzzing, buzzed, buzzer, jumping, jumped, jumper
Adding –er and –est to adjectives where no change is needed to the root word	As with verbs (see above), if the adjective ends in two consonant letters (the same or different), the ending is simply added on.	grander, grandest, fresher, freshest, quicker, quickest

## Vowel digraphs and trigraphs

Some may already be known, depending on the programmes used in Reception, but some will be new.

Vowel digraphs and trigraphs
ai, oi
ay, oy
a–e
e–e
i–e
о-е
u–e
ar
ee
ea (/i:/)
ea (/ε/)
er (/3:/)
er (/ə/)
ir
ur

	ı
Rules and guidance (non-statutory)	Example words (non-statutory)
The digraphs ai and oi are virtually never used at the end of English words.	rain, wait, train, paid, afraid oil, join, coin, point, soil
ay and oy are used for those sounds at the end of words and at the end of syllables.	day, play, say, way, stay boy, toy, enjoy, annoy
	made, came, same, take, safe
	these, theme, complete
	five, ride, like, time, side
	home, those, woke, hope, hole
Both the /u:/ and /ju:/ ('oo' and 'yoo') sounds can be spelt as <b>u-e</b> .	June, rule, rude, use, tube, tune
	car, start, park, arm, garden
	see, tree, green, meet, week
	sea, dream, meat, each, read (present tense)
	head, bread, meant, instead, read (past tense)
	(stressed sound): her, term, verb, person
	(unstressed <i>schwa</i> sound): better, under, summer, winter, sister
	girl, bird, shirt, first, third
	turn, hurt, church, burst, Thursday

Vowel digraphs and trigraphs
oo (/u:/)
იი (/ʊ/)

Rules and guidance (non-statutory)	Example words (non-statutory)
Very few words end with the letters <b>oo</b> , although the few that do are often words that primary children in year 1 will encounter, for example, <i>zoo</i>	food, pool, moon, zoo, soon
	book, took, foot, wood, good

Vowel digraphs and trigraphs
oa
oe
ou
ow (/aʊ/)
ow (/əʊ/)
ue
ew
ie (/aɪ/)
ie (/i:/)
igh
or
ore
aw
au
air
ear
ear (/ɛə/)
are (/ɛə/)

Rules and guidance (non-statutory)	Example words (non-statutory)	
The digraph <b>oa</b> is very rare at the end of an English word.	boat, coat, road, coach, goal	
	toe, goes	
The only common English word ending in <b>ou</b> is <i>you</i> .	out, about, mouth, around, sound	
Both the /u:/ and /ju:/ ('oo' and 'yoo') sounds can be spelt as <b>u-e</b> , <b>ue</b> and <b>ew</b> . If words end in the /oo/ sound, <b>ue</b> and <b>ew</b> are more common spellings than <b>oo</b> .	now, how, brown, down, town own, blow, snow, grow, show blue, clue, true, rescue, Tuesday new, few, grew, flew, drew, threw	
	lie, tie, pie, cried, tried, dried	
	chief, field, thief	
	high, night, light, bright, right	
	for, short, born, horse, morning	
	more, score, before, wore, shore	
	saw, draw, yawn, crawl	
	author, August, dinosaur, astronaut	
	air, fair, pair, hair, chair	
	dear, hear, beard, near, year	
	bear, pear, wear	
	bare, dare, care, share, scared	

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
Words ending –y (/i:/ or /I/)		very, happy, funny, party, family
New consonant spellings ph and wh	The /f/ sound is not usually spelt as <b>ph</b> in short everyday words (e.g. fat, fill, fun).	dolphin, alphabet, phonics, elephant when, where, which, wheel, while
Using k for the /k/ sound	The /k/ sound is spelt as <b>k</b> rather than as <b>c</b> before <b>e</b> , <b>i</b> and <b>y</b> .	Kent, sketch, kit, skin, frisky
Adding the prefix – un	The prefix <b>un</b> — is added to the beginning of a word without any change to the spelling of the root word.	unhappy, undo, unload, unfair, unlock
Compound words	Compound words are two words joined together. Each part of the longer word is spelt as it would be if it were on its own.	football, playground, farmyard, bedroom, blackberry
Common exception words	Pupils' attention should be drawn to the grapheme-phoneme correspondences that do and do not fit in with what has been taught so far.	the, a, do, to, today, of, said, says, are, were, was, is, his, has, I, you, your, they, be he, me, she, we, no, go, so, by, my, here, there, where, love, come, some, one, once ask, friend, school, put, push, pull, full, house, our – and/or others, according to the programme used

## Spelling – work for year 2

### Revision of work from year 1

As words with new GPCs are introduced, many previously-taught GPCs can be revised at the same time as these words will usually contain them.

## New work for year 2

Statutory
requirements
The /dʒ/ sound spelt as ge and dge at the end of words, and sometimes spelt as g elsewhere in words before e, i and y
The /s/ sound spelt c before e, i and y
The /n/ sound spelt kn and (less often) gn at the beginning of words
The /r/ sound spelt wr at the beginning of words
The /I/ or /əI/ sound spelt —le at the end of words

Rules and guidance (non-statutory)	Example words
	(non-statutory)
The letter j is never used for the /dʒ/ sound at the end of English words.	
At the end of a word, the $/d3/$ sound is spelt $-dge$ straight after the $/æ/$ , $/ε/$ , $/I/$ , $/v/$ , and $/v/$ sounds (sometimes called 'short' vowels).	badge, edge, bridge, dodge, fudge
After all other sounds, whether vowels or consonants, the /dʒ/ sound is spelt as –ge at the end of a word.	age, huge, change, charge, bulge, village
In other positions in words, the /dʒ/ sound is often (but not always) spelt as g before e,	gem, giant, magic, giraffe, energy
i, and y. The /dʒ/ sound is always spelt as j before a, o and u.	jacket, jar, jog, join, adjust
	race, ice, cell, city, fancy
The 'k' and 'g' at the beginning of these words was sounded hundreds of years ago.	knock, know, knee, gnat, gnaw
This spelling probably also reflects an old pronunciation.	write, written, wrote, wrong, wrap
The <b>-le</b> spelling is the most common spelling for this sound at the end of words.	table, apple, bottle, little, middle

Rules and guidance (non-statutory)	Example words (non-statutory)
The <b>-el</b> spelling is much less common than <b>- le</b> .	camel, tunnel, squirrel, travel, towel, tinsel

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
	The <b>–el</b> spelling is used after <b>m</b> , <b>n</b> , <b>r</b> , <b>s</b> , <b>v</b> , <b>w</b> and more often than not after <b>s</b> .	
The /I/ or /əl/ sound spelt –al at the end of words	Not many nouns end in –al, but many adjectives do.	metal, pedal, capital, hospital, animal
Words ending –il	There are not many of these words.	pencil, fossil, nostril
The /aɪ/ sound spelt —y at the end of words	This is by far the most common spelling for this sound at the end of words.	cry, fly, dry, try, reply, July
Adding —es to nouns and verbs ending in —y	The <b>y</b> is changed to <b>i</b> before <b>–es</b> is added.	flies, tries, replies, copies, babies, carries
Adding –ed, –ing, –er and –est to a root word ending in –y with a consonant before it	The <b>y</b> is changed to <b>i</b> before <b>–ed</b> , <b>–er</b> and <b>– est</b> are added, but not before <b>–ing</b> as this would result in <b>ii</b> . The only ordinary words with <b>ii</b> are <i>skiing</i> and <i>taxiing</i> .	copied, copier, happier, happiest, cried, replied <b>but</b> copying, crying, replying
Adding the endings –ing, –ed, –er, –est and –y to words ending in –e with a consonant before it	The <b>-e</b> at the end of the root word is dropped before <b>-ing</b> , <b>-ed</b> , <b>-er</b> , <b>-est</b> , <b>-y</b> or any other suffix beginning with a vowel letter is added. <b>Exception</b> : being.	hiking, hiked, hiker, nicer, nicest, shiny
Adding –ing, –ed, –er, –est and –y to words of one syllable ending in a single consonant letter after a single vowel letter	The last consonant letter of the root word is doubled to keep the $/æ/$ , $/ε/$ , $/I/$ , $/p/$ and $/Λ/$ sound (i.e. to keep the vowel 'short'). <b>Exception</b> : The letter 'x' is never doubled: mixing, mixed, boxer, sixes.	patting, patted, humming, hummed, dropping, dropped, sadder, saddest, fatter, fattest, runner, runny
The /ɔ:/ sound spelt a before l and ll	The /ɔ:/ sound ('or') is usually spelt as <b>a</b> before <b>I</b> and <b>II</b> .	all, ball, call, walk, talk, always
The /n/ sound spelt o		other, mother, brother, nothing, Monday

Statutory requirements
The /i:/ sound spelt –ey
The /p/ sound spelt a after w and qu
The /3:/ sound spelt or after w

Rules and guidance (non-statutory)	Example words (non-statutory)
The plural of these words is formed by the addition of <b>–s</b> ( <i>donkeys</i> , <i>monkeys</i> , etc.).	key, donkey, monkey, chimney, valley
<b>a</b> is the most common spelling for the /v/ ('hot') sound after <b>w</b> and <b>qu</b> .	want, watch, wander, quantity, squash
There are not many of these words.	word, work, worm, world, worth

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
The /ɔ:/ sound spelt ar after w	There are not many of these words.	war, warm, towards
The /ʒ/ sound spelt s		television, treasure, usual
The suffixes –ment, –ness, –ful , –less and –ly	If a suffix starts with a consonant letter, it is added straight on to most root words without any change to the last letter of those words.  Exceptions:	enjoyment, sadness, careful, playful, hopeless, plainness (plain + ness), badly
	<ul><li>(1) argument</li><li>(2) root words ending in -y with a consonant before it but only if the root</li></ul>	merriment, happiness, plentiful, penniless,
Contractions	word has more than one syllable.  In contractions, the apostrophe shows where a letter or letters would be if the words were written in full (e.g. can't – cannot).  It's means it is (e.g. It's raining) or sometimes it has (e.g. It's been raining), but it's is never used for the possessive.	happily  can't, didn't, hasn't,  couldn't, it's, I'll
The possessive apostrophe (singular nouns)		Megan's, Ravi's, the girl's, the child's, the man's
Words ending in –tion		station, fiction, motion, national, section
Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
Homophones and near- homophones	It is important to know the difference in meaning between homophones.	there/their/they're, here/hear, quite/quiet, see/sea, bare/bear, one/won, sun/son, to/too/two, be/bee, blue/blew, night/knight
Common exception words	Some words are exceptions in some accents but not in others – e.g. past, last, fast, path and bath are not exceptions in accents where the <b>a</b> in these words is pronounced /æ/, as in cat.	door, floor, poor, because, find, kind, mind, behind, child, children*, wild, climb, most, only, both, old, cold, gold, hold, told, every, everybody, even,

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
	Great, break and steak are the only common words where the /eI/ sound is spelt ea.	great, break, steak, pretty, beautiful, after, fast, last, past, father, class, grass, pass, plant, path, bath, hour, move, prove, improve, sure, sugar, eye, could, should, would, who, whole, any, many, clothes, busy, people, water, again, half, money, Mr, Mrs, parents, Christmas — and/or others according to programme used.  Note: 'children' is not an exception to what has been taught so far but is included because of its relationship with 'child'.

## Spelling – work for years 3 and 4

## Revision of work from years 1 and 2

Pay special attention to the rules for adding suffixes.

### New work for years 3 and 4

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
Adding suffixes beginning with vowel letters to words of more than one syllable	If the last syllable of a word is stressed and ends with one consonant letter which has just one vowel letter before it, the final consonant letter is doubled before any ending beginning with a vowel letter is added. The consonant letter is not doubled if the syllable is unstressed.	forgetting, forgotten, beginning, beginner, prefer, preferred  gardening, gardener, limiting, limited, limitation
The /I/ sound spelt y elsewhere than at the end of words	These words should be learnt as needed.	myth, gym, Egypt, pyramid, mystery
The /ʌ/ sound spelt ou	These words should be learnt as needed.	young, touch, double, trouble, country
More prefixes	Most prefixes are added to the beginning of root words without any changes in spelling, but see <b>in</b> — below.	
	Like <b>un</b> —, the prefixes <b>dis</b> — and <b>mis</b> — have negative meanings.	dis—: disappoint, disagree, disobey mis—: misbehave, mislead, misspell (mis + spell)
	The prefix <b>in</b> — can mean both 'not' and 'in'/'into'. In the words given here it means 'not'.	in–: inactive, incorrect
Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
	Before a root word starting with I, in—becomes iI.	illegal, illegible

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
	Before a root word starting with <b>m</b> or <b>p</b> , <b>in</b> —becomes <b>im</b> —.	immature, immortal, impossible, impatient, imperfect
	Before a root word starting with <b>r</b> , <b>in</b> —becomes <b>ir</b> —.	irregular, irrelevant, irresponsible
	re- means 'again' or 'back'.	re-: redo, refresh, return, reappear, redecorate
	sub- means 'under'.	<pre>sub—: subdivide, subheading, submarine, submerge</pre>
	inter— means 'between' or 'among'.	<pre>inter—: interact, intercity, international, interrelated (inter + related)</pre>
	super- means 'above'.	super—: supermarket, superman, superstar
	anti– means 'against'.	anti-: antiseptic, anti- clockwise, antisocial
	auto- means 'self' or 'own'.	auto—: autobiography, autograph
The suffix –ation	The suffix <b>–ation</b> is added to verbs to form nouns. The rules already learnt still apply.	information, adoration, sensation, preparation, admiration
The suffix –ly	The suffix <b>–ly</b> is added to an adjective to form an adverb. The rules already learnt still apply.  The suffix <b>–ly</b> starts with a consonant letter, so it is added straight on to most root words.	sadly, completely, usually (usual + ly), finally (final + ly), comically (comical + ly)

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
	Exceptions:  (1) If the root word ends in –y with a consonant letter before it, the y is changed to i, but only if the root word has more than one syllable.	happily, angrily

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
	(2) If the root word ends with <b>–le</b> , the <b>–le</b> is changed to <b>–ly</b> .	gently, simply, humbly, nobly
	<ul> <li>(3) If the root word ends with -ic, -ally is added rather than just -ly, except in the word publicly.</li> <li>(4) The words truly, duly, wholly.</li> </ul>	basically, frantically, dramatically
Words with endings sounding like /ʒə/ or /t∫ə/	The ending sounding like /ʒə/ is always spelt –sure.  The ending sounding like /tʃə/ is often spelt –ture, but check that the word is not a root word ending in (t)ch with an er ending – e.g. teacher, catcher, richer, stretcher.	measure, treasure, pleasure, enclosure creature, furniture, picture, nature, adventure
Endings which sound like /3ən/	If the ending sounds like /ʒən/, it is spelt as -sion.	division, invasion, confusion, decision, collision, television
The suffix –ous	Sometimes the root word is obvious and the usual rules apply for adding suffixes beginning with vowel letters.  Sometimes there is no obvious root word.  -our is changed to -or before -ous is added.  A final 'e' of the root word must be kept if the /dʒ/ sound of 'g' is to be kept.  If there is an /i:/ sound before the  -ous ending, it is usually spelt as i, but a few words have e.	poisonous, dangerous, mountainous, famous, various tremendous, enormous, jealous humorous, glamorous, vigorous courageous, outrageous serious, obvious, curious hideous, spontaneous, courteous

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
Endings which sound like /∫ən/, spelt –tion, –sion, –ssion, –cian	Strictly speaking, the suffixes are —ion and — ian. Clues about whether to put t, s, ss or c before these suffixes often come from the last letter or letters of the root word. —tion is the most common spelling. It is used if the root word ends in t or te. —ssion is used if the root word ends in ss or —mit.  —sion is used if the root word ends in d or se. Exceptions: attend — attention, intend — intention. —cian is used if the root word ends in c or cs.	invention, injection, action, hesitation, completion expression, discussion, confession, permission, admission expansion, extension, comprehension, tension musician, electrician, magician, politician, mathematician
Words with the /k/ sound spelt ch (Greek in origin)		scheme, chorus, chemist, echo, character
Words with the /∫/ sound spelt ch (mostly French in origin)		chef, chalet, machine, brochure
Words ending with the /g/ sound spelt –gue and the /k/ sound spelt –que (French in origin)		league, tongue, antique, unique
Words with the /s/ sound spelt sc (Latin in origin)	In the Latin words from which these words come, the Romans probably pronounced the <b>c</b> and the <b>k</b> as two sounds rather than one – /s/ /k/.	science, scene, discipline, fascinate, crescent
Words with the /eI/ sound spelt ei, eigh, or ey		vein, weigh, eight, neighbour, they, obey

Statutory requirements
Possessive apostrophe with plural words

Rules and guidance (non-statutory)	Example words (non-statutory)
The apostrophe is placed after the plural form of the word; –s is not added if the	girls', boys', babies', children's, men's, mice's
plural already ends in	

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
	<ul> <li>-s, but is added if the plural does not end in</li> <li>-s (i.e. is an irregular plural – e.g. children's).</li> </ul>	( <b>Note:</b> singular proper nouns ending in an <i>s</i> use the 's suffix e.g. Cyprus's population)
Homophones and near- homophones		accept/except, affect/effect, ball/bawl, berry/bury, brake/break, fair/fare, grate/great, groan/grown, here/hear, heel/heal/he'll, knot/not, mail/male, main/mane, meat/meet, medal/meddle, missed/mist, peace/piece, plain/plane, rain/rein/reign, scene/seen, weather/whether, whose/who's

## Word list - years 3 and 4

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

### Notes and guidance (non-statutory)

Teachers should continue to emphasise to pupils the relationships between sounds and letters, even when the relationships are unusual. Once root words are learnt in this way, longer words can be spelt correctly, if the rules and guidance for adding prefixes and suffixes are also known.

### Notes and guidance (non-statutory)

### **Examples:**

business: once busy is learnt, with due attention to the unusual spelling of the /i/ sound as 'u', business can then be spelt as **busy + ness**, with the **y** of **busy** changed to **i** according to the rule.

disappear: the root word appear contains sounds which can be spelt in more than one way so it needs to be learnt, but the prefix **dis**— is then simply added to **appear**.

Understanding the relationships between words can also help with spelling. Examples:

- bicycle is cycle (from the Greek for wheel) with bi- (meaning 'two') before it.
- medicine is related to medical so the /s/ sound is spelt as c.
- opposite is related to oppose, so the schwa sound in opposite is spelt as o.

## Spelling – years 5 and 6

## Revise work done in previous years

### New work for years 5 and 6

Statutory	Rules and guidance (non-statutory)	Example words
requirements		(non-statutory)
Endings which sound like /∫əs/ spelt –cious or – tious	Not many common words end like this.  If the root word ends in -ce, the /ʃ/ sound is usually spelt as c - e.g. vice - vicious, grace - gracious, space - spacious, malice - malicious.  Exception: anxious.	vicious, precious, conscious, delicious, malicious, suspicious ambitious, cautious, fictitious, infectious, nutritious
Endings which sound like /∫əl/	<ul> <li>-cial is common after a vowel letter and -tial after a consonant letter, but there are some exceptions.</li> <li>Exceptions: initial, financial, commercial, provincial (the spelling of the last three is clearly related to finance, commerce and province).</li> </ul>	official, special, artificial, partial, confidential, essential
Words ending in – ant, –ance/–ancy, –ent, –ence/–ency	Use <b>-ant</b> and <b>-ance/-ancy</b> if there is a related word with a /æ/ or /eI/ sound in the right position; <b>-ation</b> endings are often a clue.	observant, observance, (observation), expectant (expectation), hesitant, hesitancy (hesitation), tolerant, tolerance (toleration), substance (substantial)
	Use <b>-ent</b> and <b>-ence/-ency</b> after soft <b>c</b> (/s/ sound), soft <b>g</b> (/dʒ/ sound) and <b>qu</b> , or if there is a related word with a clear /ɛ/ sound in the right position.  There are many words, however, where the above guidance does not help. These words just have to be learnt.	innocent, innocence, decent, decency, frequent, frequency, confident, confidence (confidential) assistant, assistance, obedient, obedience, independent, independence
Statutory	Rules and guidance (non-statutory)	Example words
requirements	,,	(non-statutory)
Words ending in – able and –ible	The <b>-able/-ably</b> endings are far more common than the <b>-ible/-ibly</b> endings.  As with <b>-ant</b> and <b>-ance/-ancy</b> , the <b>-able</b>	adorable/adorably (adoration), applicable/applicably (application),
	ending is used if there is a related word	considerable/considerably

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
Words ending in – ably and –ibly	ending in <b>–ation</b> .	(consideration), tolerable/tolerably (toleration) changeable, noticeable, forcible,
	If the <b>-able</b> ending is added to a word ending in <b>-ce</b> or <b>-ge</b> , the <b>e</b> after the <b>c</b> or <b>g</b> must be kept as those letters would otherwise have their 'hard' sounds (as in <i>cap</i> and <i>gap</i> ) before the <b>a</b> of the <b>-able</b> ending.  The <b>-able</b> ending is usually but not always used if a complete root word can be heard before it, even if there is no related word ending in <b>-ation</b> . The first five examples opposite are obvious; in <i>reliable</i> , the complete word <i>rely</i> is heard, but the <b>y</b> changes to <b>i</b> in accordance with the rule.  The <b>-ible</b> ending is common if a complete root word can't be heard before it but it also sometimes occurs when a complete word <i>can</i> be heard (e.g. <i>sensible</i> ).	dependable, comfortable, understandable, reasonable, enjoyable, reliable  possible/possibly, horrible/horribly, terrible/terribly, visible/visibly, incredible/incredibly, sensible/sensibly
Adding suffixes beginning with vowel letters to	The <b>r</b> is doubled if the <b>-fer</b> is still stressed when the ending is added.	referring, referred, referral, preferring, preferred, transferring, transferred
words ending in – fer	The <b>r</b> is not doubled if the <b>-fer</b> is no longer stressed.	reference, referee, preference, transference
Use of the hyphen	Hyphens can be used to join a prefix to a root word, especially if the prefix ends in a vowel letter and the root word also begins with one.	co-ordinate, re-enter, co-operate, co-own

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
Words with the /i:/ sound spelt ei after c	The 'i before e except after c' rule applies to words where the sound spelt by ei is /i:/.  Exceptions: protein, caffeine, seize (and either and neither if pronounced with an initial /i:/ sound).	deceive, conceive, receive, perceive, ceiling
Words containing the letter-string ough	<ul><li>ough is one of the trickiest spellings in English</li><li>it can be used to spell a number of different sounds.</li></ul>	ought, bought, thought, nought, brought, fought rough, tough, enough

Statutory requirements	Rules and guidance (non-statutory)	Example words (non-statutory)
		cough
		though, although, dough
		through
		thorough, borough
		plough, bough
Words with	Some letters which are no longer sounded	doubt, island, lamb, solemn,
'silent' letters (i.e.	used to be sounded hundreds of years ago:	thistle, knight
letters whose	e.g. in knight, there was a /k/ sound before	
presence cannot	the /n/, and the <b>gh</b> used to represent the	
be predicted from	sound that 'ch' now represents in the Scottish	
the pronunciation	word <i>loch</i> .	
of the word)		

# Statutory requirements

Homophones and other words that are often confused

### Rules and guidance (non-statutory)

In the pairs of words opposite, nouns end **-ce** and verbs end **-se**. *Advice* and *advise* provide a useful clue as the word *advise* (verb) is pronounced with a /z/ sound – which could not be spelt **c**.

### More examples:

aisle: a gangway between seats (in a church,

train, plane). isle: an island.

aloud: out loud. allowed: permitted.

affect: usually a verb (e.g. The weather may

affect our plans).

effect: usually a noun (e.g. It may have an effect on our plans). If a verb, it means 'bring about' (e.g. He will effect changes in the running of the business).

altar: a table-like piece of furniture in a

church.

alter: to change.

ascent: the act of ascending (going up). assent: to agree/agreement (verb and noun).

bridal: to do with a bride at a wedding. bridle: reins etc. for controlling a horse.

cereal: made from grain (e.g. breakfast

cereal).

serial: adjective from the noun *series* – a succession of things one after the other.

compliment: to make nice remarks about someone (verb) or the remark that is made

(noun).

complement: related to the word *complete* – to make something complete or more complete (e.g. *her scarf complemented her outfit*).

### **Example words (non-statutory)**

advice/advise device/devise licence/license practice/practise prophecy/prophesy

farther: further

father: a male parent

guessed: past tense of the verb

guess

guest: visitor

heard: past tense of the verb hear

herd: a group of animals

led: past tense of the verb *lead* lead: present tense of that verb, or else the metal which is very heavy

(as heavy as lead)

morning: before noon

mourning: grieving for someone

who has died

past: noun or adjective referring to a previous time (e.g. *In the past*) or preposition or adverb showing place (e.g. *he walked past me*) passed: past tense of the verb 'pass' (e.g. *I passed him in the* road)

precede: go in front of or before

proceed: go on

# Statutory requirements

Homophones and other words that are often confused (continued)

### Rules and guidance (non-statutory)

descent: the act of descending (going down). dissent: to disagree/disagreement (verb and noun).

desert: as a noun – a barren place (stress on first syllable); as a verb – to abandon (stress on second syllable)

dessert: (stress on second syllable) a sweet course after the main course of a meal.

draft: noun – a first attempt at writing something; verb – to make the first attempt; also, to draw in someone (e.g. to draft in extra help)

draught: a current of air.

### **Example words (non-statutory)**

principal: adjective – most important (e.g. *principal ballerina*) noun – important person (e.g.

principal of a college)

principle: basic truth or belief

profit: money that is made in

selling things

prophet: someone who foretells

the future

stationary: not moving

stationery: paper, envelopes etc.

steal: take something that does not

belong to you steel: metal wary: cautious weary: tired

who's: contraction of who is or

who has

whose: belonging to someone (e.g.

Whose jacket is that?)

## Word list - years 5 and 6

accommodate equip (-ped, -ment) profession accompany especially programme

according exaggerate pronunciation achieve excellent queue existence aggressive recognise amateur explanation recommend ancient familiar relevant apparent foreign restaurant forty rhyme appreciate attached frequently rhythm available government sacrifice

available government sacrifice
average guarantee secretary
awkward harass shoulder
bargain hindrance signature
bruise identity sincere(ly)
category immediate(ly) soldier

cemetery individual stomach committee interfere sufficient communicate interrupt suggest community language symbol competition leisure system

conscience\* lightning temperature conscious\* marvellous thorough controversy mischievous twelfth convenience muscle variety correspond necessary vegetable

criticise (critic + ise) neighbour vehicle
curiosity nuisance yacht
definite occupy

occur

determined opportunity
develop parliament
dictionary persuade
disastrous physical
embarrass prejudice
environment privilege

desperate

### Notes and guidance (non-statutory)

Teachers should continue to emphasis to pupils the relationships between sounds and letters, even when the relationships are unusual. Once root words are learnt in this way, longer words can be spelt correctly if the rules and guidance for adding prefixes and suffixes are also known. Many of the words in the list above can be used for practice in adding suffixes.

Understanding the history of words and relationships between them can also help with spelling.

### **Examples:**

- Conscience and conscious are related to science: conscience is simply science with the prefix con- added. These words come from the Latin word scio meaning I know.
- The word desperate, meaning 'without hope', is often pronounced in English as desp'rate, but the -sper- part comes from the Latin spero, meaning 'I hope', in which the e was clearly sounded.
- Familiar is related to family, so the /ə/ sound in the first syllable of familiar is spelt as **a**.

### **Appendix 2:**

### **Supporting Spelling**

Please see below for ideas to support your child with learning new spellings and revising previously learned ones.

- making words out of blu-tac, pipe cleaners, or other materials that can be bent to form letters.
- Rainbow writing (writing over words in different colours)
- Making words out of Lego bricks, writing in sand or shaving cream with fingers
- Writing with different parts of the body e.g. elbows, cutting letters out of a variety of materials.







There are a variety of online tools that can create crosswords, word searches, and other activities that can support retaining

spellings:

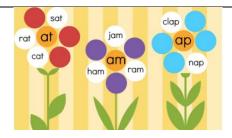
- <a href="https://crosswordlabs.com/">https://crosswordlabs.com/</a>
- https://thewordsearch.com/



Boggle is often recommended as a game that supports generating spellings, playable online (<a href="https://wordshake.com/boggle">https://wordshake.com/boggle</a>) or physically.



Grouping words together in 'families' that rhyme, or have similar endings, can support learners to remember whole groups – e.g. the following words are in the 'eight' family: eight, weight, freight, eighty, sleigh.



Making up songs or chanting spellings can provide multiple memory hooks to help to recall spellings. We see this in singing the alphabet song, for months of the year and many more. Tricky three-letter words can be sung to the tune of Jingle Bells or Three Blind Mice, four-letter words can use YMCA or Twinkle Twinkle Little Star, five-letter words can use Row, Row, Row Your Boat or BINGO, 6-letter words can use This Old Man or Happy Birthday. There are many more options.



'Speaking for spelling' can be useful to emphasise difficult-to-hear or silent sounds in words, such as saying the /k/ sound in 'knife', or splitting up 'Wed-nes-day' to clearly say the /d/ sound. Another way to use this strategy is to over-enunciate sounds that may be unstressed such as the /or/ in 'actor' and 'tractor'.



Mnemonic devices can be used to remember spellings, particularly for irregular words. This involves making a sentence with the letters in the word, e.g. Every Vampire Eats Raw Yak. It can be helpful to start the mnemonic with the word it is spelling out, and drawing a picture to go along with the word can provide an extra memory 'hook'.



Linking spellings to pictures can support remembering tricky words, such as writing An island **is land** surrounded by water, along with drawing a picture of an island. Drawing pictures provides an additional memory hook for spellings, and can support remembering a tricky part of a word, or a tricky sequence of letters.



Teaching learners to recognise words within words, such as 'busy' being spelled 'bus+y' (also see 'an island is land' above) can support learners to both decode unfamiliar words and remember spellings.

Saturday ship/wreck piece snow/man

Direct teaching of homophones (words that sound the same but have different spellings) can support learners to notice and use the differences between them. Homophones are most efficiently taught together, teaching 'bear/bare' or 'hair/hare' together can make links between the spellings and allow learners to more efficiently differentiate between them. Homophones should be taught with context, such as teaching 'bear' and 'bare' using the phrases 'The wolf bared its teeth' and 'I put cream on my bare arms'. This will support learners in choosing the correct homophone.



Encouraging learners to look at the morphology, or the structure of words and their meanings. The spellings of prefixes and suffixes tends to stay consistent across language, even when the sounds change, for example past tense words tend to use the suffix –ed, whether it sounds like /d/, /t/ or /id/. Another example would be that the 'g' in 'sign' looks very strange, until put in the context of the word 'signal', 'signalling'. Similarly, the 'w' in 'two' is often taught as an irregularity, but in the context of words like 'twins', 'twelve', 'twenty', 'twice' it regains its meaning.

