

Passive Voice

The ball *was kicked* by Will.
The lolly *was licked* by Eva.

Active Voice

Will *kicked* the ball.
Eva *licked* the lolly.

Modal Verbs

(indicating possibility)

could, should, would,
can, may, might,
must, shall, ought

Subjunctive

If Will *were* a better
footballer, he *could* kick
the ball straight.

Present Progressive

Will *is kicking* the ball.
Eva *is licking* the lolly.

Past Progressive

Will *was kicking* the ball.
Eva *was licking* the lolly.

Adverbs

(indicating possibility)

never, always, often,
rarely, maybe,
perhaps, probably

Relative Clause

Will, *who enjoyed* football,
played every week.

Present Perfect

Will *has kicked* the
football.

Colons

Will likes two things:
football and reading.

Commas

to clarify meaning

Eva likes fruit, pasta and a drink
for lunch.
'Fruit, pasta?!'
Eva likes fruit, pasta and a drink
for lunch.

Expanded Noun Phrase

The dark-haired girl with
the taste for frozen lollies

Brackets, Dashes and Commas for parenthesis

- Eva (the lolly fan) is ten.
- Will – the football fan – plays in goal.
- Eva and Will, my friends, are kind.

Hyphens

to avoid ambiguity

- a man eating snake
- a man-eating snake

Past Perfect

I *had finished* my work.
I *had eaten*.

Colons

to introduce a list

The children will need:
lollies, footballs and books.

Semi-Colons

Eva loves lollies;
strawberry-flavoured ones
are her favourite.

Punctuating Bullet Points

Eva is hoping to:

- make lollies
- play football with Will

The plan for this lesson is:

- We will learn more about SPaG.
- The class will have fun.