

Writing to inform



		Year 3	Year 4	Year 5	Year 6
Non-chronological reports	Text examples/tasks		Fantastic Beasts/Dragon	Space Critter (linked to science)	Alternative Energy Care of Magical creatures
	Text features	introduction summary sub-headings/sections diagrams and captions technical vocabulary	introduction summary sub-headings/sections diagrams and captions technical vocabulary	introduction summary sub-headings/sections paragraphs to group related ideas diagrams and captions technical vocabulary glossary	introduction summary sub-headings/sections paragraphs to group related ideas diagrams and captions technical vocabulary glossary passive voice
	Sentence level	Capital letters for proper nouns Expanded noun phrases to inform Use commas to separate adjectives in a list Bullet points for lists	Commas to mark fronted adverbials Expanded noun phrases to inform	Parenthesis () - , Modal verbs Colons and semi-colons	a colon when the second sentence explains the first dash to add a comment Parenthesis () - - often to explain technical vocabulary Semi-colons Modal verbs
	Rainbow Grammar	Subordinating conjunctions: after although before as just as while	subordinating conjunctions to join clauses as well as openers: now that so that whatever whenever whereas wherever whoever Linking adverbs:	Relative clauses Linking adverbs: subsequently, however, therefore subordinating conjunctions: now that so that whatever whenever whereas wherever whoever Use a colon to introduce and bullet points to demarcate a list	Relative clauses Linking adverbs: consequently, meanwhile, subsequently, however, in fact, nonetheless, nevertheless subordinating conjunctions: as if as long as as much as if only in case provided that since use a hyphen to avoid ambiguity
Recounts	Text examples/tasks	Trip recount			Windrush Recount
	Text features	Introduction – Who? Where? When? Why? Events in chronological order-What? Summing up paragraph Past tense/1 st person	Introduction – Who? Where? When? Why? Events in chronological order Final comment		1 st person viewpoint Accurate dates Thoughts and feelings/emotive language Subject specific vocabulary
	Sentence level	Use subordinating conjunctions to join clauses, including as openers Use expanded noun phrases to inform. Use commas to separate adjectives in a list.	Use commas to mark fronted adverbials Use subordinating conjunctions to join clauses, including as openers Use expanded noun phrases to inform,	Past Perfect Tense Use subordinating conjunctions in varied positions Use commas to mark fronted adverbials	Past Perfect Tense Use subordinating conjunctions in varied positions Use commas to mark fronted adverbials

		Begin to use present perfect tense to place events in time	Use commas to separate adjectives in a list Begin to use present perfect tense to place events in time	Use subordinating conjunctions to join clauses, including as openers Use expanded noun phrases to inform, Use commas to separate adjectives in a list Begin to use present perfect tense to place events in time	Use subordinating conjunctions to join clauses, including as openers Use expanded noun phrases to inform, Use commas to separate adjectives in a list Begin to use present perfect tense to place events in time
	Rainbow Grammar	Fronted adverbials (when, where, how)	Fronted adverbials followed by a comma	Fronted adverbials followed by a comma	Relative clauses Linking adverbs: consequently, meanwhile, subsequently, however, in fact, nonetheless, nevertheless subordinating conjunctions: as if as long as as much as if only in case provided that since use a hyphen to avoid ambiguity
Instructions	Text examples/tasks	Making sandwiches Growing a magical bean	Mumification	Application within hybrid texts and in cross-curriculum writing	Application within hybrid texts and in cross-curriculum writing
	Text features	Introduction Step by step – either bullet points with sequencing words e.g, firstly, next or numbered points. final statement.	Introduction Step by step – either bullet points with sequencing words e.g, firstly, next or numbered points. final statement.	Precision and clarity of language	Precision and clarity of language
	Sentence level	Imperative verbs	Imperative verbs		
	Rainbow Grammar	Imperative verbs Fronted adverbials	Imperative verbs Fronted adverbials		
Newspaper recount	Text examples/tasks				The Bombing of Melbourne WWII Macbeth – King Duncan is Dead
	Text features				Layout features: headline, sub-headline, larger lead paragraph, columns, paragraphs and photographs or pictures with captions. Structure: Headline, lead paragraph (orientation), key events in chronological order, eye-witness recounts, reorientation and editorial comment Language features: formal tone, speculation, facts, emotive vocabulary
	Sentence level				Parenthesis , () - - Passive voice to remain formal or detached Quotations – direct speech and reported speech Use of the subjective.
	Rainbow Grammar				Relative clauses to add further detail Linking adverbs: consequently, meanwhile, subsequently, however, in fact, nonetheless, nevertheless

Biography	Text examples/tasks			Hidden Figures – Catherine Johnson Etal.	Windrush Passenger Charles Darwin
	Text features			Introduction – why is the person well-known/famous? Chronological order- subheadings Early life Career Key achievements - legacy Summary Quotations Formal tone	Introduction – why is the person well-known/famous? Chronological order- subheadings Early life Career Key achievements - legacy Summary Quotations Formal tone Passive voice
	Sentence level			Parenthesis , - () Expanded noun phrases to inform the reader	Parenthesis , - () Expanded noun phrases to inform the reader Colons and semi-colons to mark clauses
	Rainbow Grammar			Fronted adverbials Relative clauses to add further detail Linking adverbs – for example however therefore in conclusion Semi-colons	Fronted adverbials Relative clauses to add further detail Linking adverbs – consequently, meanwhile, subsequently, however, in fact, nonetheless, nevertheless Semi-colons
Explanations	Text examples/tasks	The Mummification process The Teacher-Pleaser/Wacky-Waker machine/The Imaginator	Volcanic Explosions Earthquakes Mountains	Cross-curricular writing	Cross-curricular writing
	Text features	Title and subheadings Technical vocabulary Diagrams to support explanation	Title and subheadings Technical vocabulary Diagrams to support explanation More formal	Apply all relevant skills	Apply all relevant skills
	Sentence level	Causal conjunctions: in order to this makes	Causal conjunctions: in order to, this makes, as a consequence, resulting in		
	Rainbow Grammar	Linking Adverbs Fronted adverbials	Linking Adverbs Adverbial clause Fronted adverbials		