



# Writing Non-Negotiables

In Year 1, when we write, we remember to:

- use finger spaces between words
  - keep our letters on the line
  - use a capital letter to begin sentences
  - end sentences with a full stop
  - capital 'I' when on its own
  - capital letter for people and places
- (Introduced one step at a time from Autumn term)

In Year 2, when we write, we remember to:

- form lowercase letters, upper case letters and numbers starting and finishing in the correct place
- use capital letters at the beginning of every sentence
- use a capital letter for the personal pronoun 'I'
- use full stops to end some sentences
- use finger spaces between every word
- write all letters on the line

In Year 3, when we write, we remember to:

- use neat handwriting on the line.
- begin sentences with capital letters
- use capital letters for proper nouns
- end sentences with ? ! or .
- capital 'I' when on its own
- apostrophes for omission used correctly

In Year 4, when we write, we remember to:

- use joined, neat handwriting
- begin sentences with capital letters
- end sentences correctly with ? ! .
- use capitals for proper nouns including those with two words (eg Dewsbury Avenue/Mrs Jones)
- use commas in lists correctly
- capital 'I' when on its own
- apostrophes used for omission
- use a / an correctly before a word
- start at the margin when writing on lined paper

In Year 5, when we write, we remember to:

- use joined, neat handwriting
- begin sentences with capital letters
- end sentences correctly with ? ! .
- use commas in lists correctly
- use capital letters where needed for all proper nouns including titles
- capital 'I' when on its own
- use a / an correctly before a word
- use an apostrophe to show possession and omission

In Year 6, when we write, we remember to:

- use joined, neat handwriting
- begin sentences with capital letters and use correct end-of-sentence punctuation as appropriate
- punctuate basic speech correctly
- use commas in lists correctly
- use capital letters for all proper nouns
- capital 'I' when on its own
- use a / an correctly before a word
- use the apostrophe for singular and plural possession and omission
- indent to start a new paragraph