

Modal Verbs (indicating possibility)	Active Voice	Passive Voice	Simple Past	Simple Present	Past Progressive
could, should, would, can, may, might, must, shall, ought, will	Paul kicked the ball. Eva licked the lolly.	The ball was kicked by Paul. The lolly was licked by Eva.	Lily licked the lolly.	Paul kicks the ball.	Paul was kicking the ball. Eva was licking the lolly.
Present Progressive	Past Perfect	Subjunctive	Adverbs (indicating possibility)	Present Perfect	Punctuating Bullet Points
Paul is kicking the ball. Eva is licking the lolly.	Paul had kicked the ball past the goalkeeper.	If Paul were a better footballer, he could kick the ball straight.	never, always, often, rarely, maybe, perhaps, probably	Paul has kicked the football. I have eaten the lolly.	Eva is hoping to: <ul style="list-style-type: none"> • make lollies • play football with Paul The plan for this lesson is: <ul style="list-style-type: none"> • We will learn more about SPaG. • The class will have fun.
Relative Clause	Expanded Noun Phrase	Commas (to clarify meaning)	Colons	Colons (to introduce a list)	
Paul, who enjoyed football, played every week.	The dark haired girl with a taste for frozen lollies.	Eva likes fruit pasta and a drink for lunch. 'Fruit pasta!?' Eva likes fruit, pasta and a drink for lunch.	Paul likes two things: football and reading	The children will need several items: lollies, footballs and books.	
Hyphens (to avoid ambiguity)	Brackets, Dashes and Commas (for parenthesis)	Dashes	Semi-Colons	Relative Pronouns used at the beginning of a relative clause	
a man eating snake a man-eating snake	<ul style="list-style-type: none"> • Eva (the lolly fan) is ten. • Paul - the football fan - plays in goal. • Eva and Paul, my friends, are kind. 	Eva and Paul are friends - they have known each other for years.	Eva loves lollies; strawberry-flavoured ones are her favourite.	who, whom, which, whose, that, where, when Cheetahs, which are the fastest land mammals, have a decreasing population.	