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| **Wk** | **spelling** | **Statutory requirements** | **Rules and guidance (non-statutory)** | **Examples** |
|  | **Revision of work from years 1 and 2: Pay special attention to the rules for adding suffixes.** |
| **1** | **Suffixes: two or more syllables** | **double consonant** | **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. | forgetting beginning |
| forgotten |
| beginner prefer |
| preferred |
| **2** | **single consonant** | The consonant letter is not doubled if the syllable is unstressed. | gardening limiting  |
| limitation |
| gardener |
| limited |
| **3** | **Prefixes** | **sub-** | **Most prefixes are added to the beginning of root words without any changes in spelling, but see in– below.** | **sub– means ‘under’.** | subdivide subheading submarine submerge subspecies  |
| **4** | **inter** | **inter– means ‘between’ or ‘among’.** | interaction intercede interfere interim interject interlude intermediate international intervene intercity interact interrupt |
| **5** | **super** | **super– means ‘above’.** | supervision supersonic superman supermarket superstar superfan superglue superfast  |
| **6** | **anti** | **anti– means ‘against’.** | antifreeze antibody anticlockwise anti-virus antibiotic antiseptic anticlockwise antisocial  |
| **7** | **auto** | **auto– means ‘self’ or ‘own’.** | autograph autobiography autograph autobiography automatic autopilot autopsy automobile  |
| **8** | **in-** | **The prefix in– can mean both ‘not’ and ‘in’/‘into’. In the words given here it means ‘not’.** | inaccessible inaccurate inactive inadequate inarticulate inattentive inaudible incapable incomplete inconsiderate inconvenient incorrect incredible indecent indefinite independent indigestion inedible inefficient inexcusable inexpensive insignificant insincere insoluble invisible involuntary inexcusable indestructible invincible inaccurately inconsiderately indecently insensitively insignificant insincerely  |
| **9** | **il-** | **Before a root word starting with l, in– becomes il** | illegal illegible illiterate illogical illegitimate |
| **10** | **im-** | **Before a root word starting with m or p, in– becomes im–.** | imbalance immature immeasurable immobile immoral immortal immovable impartial impassable impatient imperceptible imperfect impermanent impermeable imperturbable impervious implausible impolite important impossible impractical imprecise improbable improper  |
| **11** | **ir-** | **Before a root word starting with r, in– becomes ir–.** | irrational irregular irresistible irresponsive irreversible irrelevant irritated irrational irresponsible irrevocable irreverent Irrelevant irreversible irrecoverable irradiation irascible irrigable irreparable irremovable |
| **12** | **-ation** | **The suffix –ation** | The suffix –ation is added to verbs to form nouns. The rules already learnt still apply. | information adoration sensation preparation admiration investigation frustration liberation animation operation narration quotation elation rotation levitation relation dictation formation deviation restoration |
| **13** | **Suffix -ly** | **ic to ally** | **The suffix –ly**The suffix –ly is added to an adjective to form an adverb. The rules already learnt still apply. |  (3) If the root word ends with –ic, –ally is added rather than just –ly, except in the word publicly. | automatically critically logically magically mechanically medically musically physically  |
| **14** | **odd** | (4) The words truly, duly, wholly. | truly duly wholly |
| **15** | **Rules for -ous** | **our to or** | **The suffix –ous** | –our is changed to –or before –ous is added. | vigorous humorous glamorous armorous endeavorous harborous honorous  |
| **16** | **geous** | A final ‘e’ must be kept if the /dʒ/ sound of ‘g’ is to be kept. | courageous outrageous advantageous gorgeous |
| **17** | **ious** | If there is an /i:/ sound before the –ous ending, it is usually spelt as i, | various anxious conscientious conscious delicious furious glorious gracious infections luscious luxurious mysterious obvious previous rebellious scrumptious serious surreptitious suspicious tedious victorious suspicious precious conscious delicious obvious |
| **18** | **eous** | but a few words have e. | hideous spontaneous courteous hideous miscellaneous nauseous righteous simultaneous |
| **19** | **tion** | **Endings which sound like /ʃən/, 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.  | Sometimes the root word is obvious and the usual rules apply for adding suffixes beginning with vowel letters. | completion operation situation relation imagination organisation ambition position revolution solution fiction introduction caution description |
| **20** | **tion** | –tion is the most common spelling. It is used if the root word ends in t or te. | invention injection action hesitation translation pollution attraction affection correction construction option education  |
| **21** | **sion** | –sion is used if the root word ends in d or se. Exceptions: attend – attention, intend – intention. | expansion extension comprehension tension intentions ascension  |
| **22** | **ssion** | –ssion is used if the root word ends in ss or –mit. | admission agression dépression discussion expression impression mission oppression possession procession profession progression succession suppression |
| **23** | **cian** | –cian is used if the root word ends in c or cs. | optician politician musician electrician mathematician |
| **24** | **f: ph** |  |  | agoraphobia arachnophobia cacophony claustrophobia hydrophobia paragraph pharaoh pharmacist pharynx phenomenon phlegm phobia photosensitive photosynthesis physical physicist physiotherapy symphony xenophobia  |
| **25** | **‘** | **irr****plural** | **Possessive apostrophe with plural words** |  (Note: singular proper nouns ending in an *s* use the ’s suffix e.g. Cyprus’s population)  | children’s men’s mice’s child’s tooth’s foot’s sheep’s women’s people’s boys’dogs’ |
|  |  | **Homophones or 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 for years Three and Four |
|  | accident(ally) actual(ly) address answer appear arrivebelieve bicycle breath breathe build busy/businesscalendar caught centre century certain circle complete consider continuedecide describe different difficult disappearearly earth eight/eighth enough exercise experience experiment extremefamous favourite February forward(s)fruitgrammar group guard guideheard heart height history imagine increase important interest islandknowledge learn length library material medicine mention minutenatural naughty noticeoccasion(ally) often opposite ordinaryparticular peculiar perhaps popular position possess(ion) possible potatoes pressure probably promise purposequarter questionrecent regular reign remembersentence separate special straight strange strength suppose surprisetherefore though/although thought through various weight woman/women |
|  | 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 guidelines for adding prefixes and suffixes are also known.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. |