

Genre: Imaginative Story/Personal Imaginative Text (To write a story to interest the reader)

First Level (1.1)	First Level (1.2)	First Level (1.3)
Language Criteria		
Used WOW words if appropriate.	Used at least two WOW words.	Used at least three WOW words.
Used adjectives.	Used adjectives and descriptive phrases.	Used adjectives and/or descriptive phrases.
Used different words to start my sentences – The, My, I.	Opened my sentences in different ways – e.g. Soon, At last, After.	Used different sentence openers.
Used ‘and’ to join sentences that are about the same thing.	Used connectives other than ‘and’ – e.g. but, so, then, because...	Used different connectives e.g. when, if, after, while, although, besides, before.
Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Used capital letters, full stops question marks and commas in the right places. Tried to use other punctuation – exclamation marks, inverted commas, ellipsis and apostrophes.
Used a full stop at the end of my sentences.	Used a full stop or a question mark at the end of my sentences. Used commas to separate words in a list.	Used adverbs / similes. Made sure my nouns and verbs agree.
Spelt some common words accurately.	Spelt common words correctly.	Spelt common/familiar words correctly.
Tried to make the shape and size of my letters correct.	Written my letters correctly – size and shape. Started to join my letters.	Used accurate and neat handwriting. Joined my letters.
Tried to write at least 3 sentences.	Written at least 100 words, if appropriate. Used words to show feelings.	Written in paragraphs - beginning, middle and end. Written about 200-250 words.
	Linked my ideas and events e.g. at last, another thing...	Changed the length of my sentences.
Task Specific Criteria		
Given one or two details about the setting – e.g. looks, time of day, weather.	Given one or two details about where the story is set.	Given at least three details about where the story is set.
Given one or two details about the character – e.g. name, does, looks, likes.	Given one or two details about my character.	Given at least three details about my character.
Given at least one or two details about what happened to my character.	Given one or two details about what my character is doing and why.	Given at least two details about what my character is doing and why.
Written what happened in order.	Written what happened in order.	Written what happened in order.
	Made my writing lively and interesting.	Made my writing lively and interesting.
	Given my writing a beginning, middle and end.	Given my writing a beginning, middle and end. Linked ideas and events in a clear sequence so that my writing makes sense – e.g. later that day.

Genre: Imaginative Story/Personal Imaginative Text (To write a story in the style of a writer)

First Level (1.1)	First Level (1.2)	First Level (1.3)
Language Criteria		
Used WOW words if appropriate.	Used at least two WOW words.	Used at least three WOW words.
Used adjectives.	Used adjectives and descriptive phrases.	Used adjectives and/or descriptive phrases.
Used different words to start my sentences – The, My, I.	Opened my sentences in different ways – e.g. Soon, At last, After.	Used different sentence openers.
Used ‘and’ to join sentences that are about the same thing.	Used connectives other than ‘and’ – e.g. but, so, then, because...	Used different connectives e.g. when, if, after, while, although, besides, before.
Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Used capital letters, full stops question marks and commas in the right places. Tried to use other punctuation – exclamation marks, inverted commas, ellipsis and apostrophes.
Used a full stop at the end of my sentences.	Used a full stop or a question mark at the end of my sentences. Used commas to separate words in a list.	Used adverbs / similes. Made sure my nouns and verbs agree.
Spelt some common words accurately.	Spelt common words correctly.	Spelt common/familiar words correctly.
Tried to make the shape and size of my letters correct.	Written my letters correctly – size and shape. Started to join my letters.	Used accurate and neat handwriting. Joined my letters.
Tried to write at least 3 sentences.	Written at least 100 words, if appropriate. Used words to show feelings.	Written in paragraphs - beginning, middle and end. Written about 200-250 words.
	Linked my ideas and events e.g. at last, another thing...	Changed the length of my sentences.
Task Specific Criteria		
Used the same character.	Used the same character, adding detail about how he/she looks, behaves, feels.	Used the same character as the writer, identifying if he/she is good or bad and developed the character using speech, actions, manner, appearance, what others say.
Used the same setting.	Used the same setting, adding time of day, weather and season and what the place looks like.	Used the same setting, adding time of day, weather and season and what the place looks like.
Only written the next part of the story.	Used the same plot and written the next section.	Used the same plot and written the next section.
Linked my next part to what happened before.	Linked my next part to what happened before.	Linked my next part to what happened before.
	Used the same tense.	Used the same tense.
	Used the same type of adjectives.	Used the same type of adjectives and adverbs.

Genre: Functional (Instructions)

First Level (1.1)	First Level (1.2)	First Level (1.3)
Language Criteria		
Used WOW words, if appropriate.	Used at least two WOW words.	Used at least three WOW words.
Used adjectives.	Used adjectives and descriptive phrases.	Used adjectives and/or descriptive phrases.
Used different words to start my sentences- The, My, I.	Opened my sentences in different ways – e.g. Soon, At last, After.	Used different sentence openers.
Used and to join sentences that are about the same thing.	Used connectives other than ‘and’ – e.g. but, so, then, because...	Used different connectives e.g. when, if, after, while, although, besides, before.
Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Used capital letters, full stops question marks and commas in the right places.
Used a full stop or a question mark at the end of my sentence.	Used a full stop or a question mark at the end of my sentences. Used commas to separate words in a list.	Tried to use other punctuation – exclamation marks, inverted commas, ellipsis and apostrophes. Used adverbs / similes. Made sure my nouns and verbs agree.
Spelt some common words accurately.	Spelt common words correctly.	Spelt common/familiar words correctly.
Tried to make the shape and size of my letters correct.	Written my letters correctly – size and shape. Started to join my letters.	Used accurate and neat handwriting. Joined my letters.
Tried to write at least three sentences.	Written at least 100 words, if appropriate. Used words to show feelings.	Written in paragraphs - beginning, middle and end. Written about 200-250 words.
	Linked my ideas and events e.g. at last, another thing...	Changed the length of my sentences.
Task Specific Criteria		
A title.	A title.	A title.
Listed ‘what you need’ before you start.	An opening sentence which makes the reader want to follow the instructions e.g. Follow these instructions and you’ll always be safe.	An opening sentence which makes the reader want to follow the instructions e.g. Follow these instructions and you’ll always be safe.
Written the instructions in the order they need to be done.	Listed ‘what you need’ before you start.	Listed ‘what you need’ before you start.
Used pictures or diagrams if they help to give the information more clearly.	Written the instructions in the order of when they need to be done.	Written the instructions in the order of when they need to be done.
	Used pictures or diagrams if they help to give the information more clearly.	Used annotated or labelled diagrams or photographs if they help to give the information more clearly.
	Included a summing up sentence at the end – e.g. Sit back and enjoy!	Used headings and subheadings.
		Included a summing up sentence at the end – e.g. Sit back and enjoy!
		Used present tense.

Genre: Functional (Recount)

First Level (1.1)	First Level (1.2)	First Level (1.3)
Language Criteria		
Used WOW words if appropriate.	Used at least two WOW words.	Used at least three WOW words.
Used adjectives.	Used adjectives and descriptive phrases.	Used adjectives and/or descriptive phrases.
Used different words to start my sentences- The, My, I.	Opened my sentences in different ways – e.g. Soon, At last, After.	Used different sentence openers.
Used and to join sentences that are about the same thing.	Used connectives other than ‘and’ – e.g. but, so, then, because...	Used different connectives e.g. when, if, after, while, although, besides, before.
Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Used capital letters, full stops question marks and commas in the right places. Tried to use other punctuation – exclamation marks, inverted commas, ellipsis and apostrophes. Used adverbs / similes. Made sure my nouns and verbs agree.
Used a full stop or a question mark at the end of my sentence	Used a full stop or a question mark at the end of my sentences. Used commas to separate words in a list.	
Spelt some common words accurately.	Spelt common words correctly.	Spelt common/familiar words correctly.
Tried to make the shape and size of my letters correct.	Written my letters correctly – size and shape. Started to join my letters.	Used accurate and neat handwriting. Joined my letters.
Tried to write at least three sentences.	Written at least 100 words, if appropriate. Used words to show feelings.	Written in paragraphs - beginning, middle and end. Written about 200-250 words.
	Linked my ideas and events e.g. at last, another thing...	Changed the length of my sentences.
Task Specific Criteria		
Written about what happened first.	A title.	A title.
Written what happened next.	Explained what my writing is about in my first sentence.	Written an opening that sets the scene – Who? What? Where? When? Why?
Written about what I liked best.	Written about the activities in the order they happened.	Used past tense
	Written a sentence at the end that says how the activity made me and/or others feel.	Used either 1 st person (I, we) or 3 rd person (he, she, they).
		Written in time order.
		Linked ideas and events in a clear sequence e.g. firstly, secondly, lastly.
		Included details that will interest the reader.
		Written a sentence at the end that says how the activity made me and/or others feel.

Genre: Functional (Letter)

First Level (1.1)	First Level (1.2)	First Level (1.3)
Language Criteria		
Used WOW words if appropriate	Used at least two WOW words.	Used at least three WOW words.
Used adjectives.	Used adjectives and descriptive phrases.	Used adjectives and/or descriptive phrases.
Used different words to start my sentences- The, My, I.	Opened my sentences in different ways – e.g. Soon, At last, After.	Used different sentence openers.
Used and to join sentences that are about the same thing.	Used connectives other than ‘and’ – e.g. but, so, then, because...	Used different connectives e.g. when, if, after, while, although, besides, before.
Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Used capital letters, full stops question marks and commas in the right places. Tried to use other punctuation – exclamation marks, inverted commas, ellipsis and apostrophes. Used adverbs / similes. Made sure my nouns and verbs agree.
Used a full stop or a question mark at the end of my sentence	Used a full stop or a question mark at the end of my sentences. Used commas to separate words in a list.	
Spelt some common words accurately	Spelt common words correctly.	Spelt common/familiar words correctly.
Tried to make the shape and size of my letters correct.	Written my letters correctly – size and shape. Started to join my letters.	Used accurate and neat handwriting. Joined my letters.
Tried to write at least three sentences	Written at least 100 words, if appropriate. Used words to show feelings.	Written in paragraphs - beginning, middle and end. Written about 200-250 words.
	Linked my ideas and events e.g. at last, another thing...	Changed the length of my sentences.
Task Specific Criteria		
Started my letter with Dear...	Written the address in the top right hand part of the page.	Written the address in the top right hand part of the page.
Taken a new line to start my letter.	Written the date underneath the address.	Written the date underneath the address.
Told or asked the person something.	Started the letter on the left hand side of the paper.	Explained why I am writing in the first sentence.
Finished my letter on a new line using from/love from.	Explained why I am writing in the first sentence.	Used past tense. Included interesting and useful information.
	Signed my letter on a new line.	Used either 1 st person (I, We) or 3 rd person (he, she, they).
		Signed my letter on a new line.

Genre: Functional (Diary Entry)

First Level (1.1)	First Level (1.2)	First Level (1.3)
Language Criteria		
N/A	Used at least two WOW words.	Used at least three WOW words.
	Used adjectives and descriptive phrases.	Used adjectives and/or descriptive phrases.
	Opened my sentences in different ways – e.g. Soon, At last, After.	Used different sentence openers.
	Used connectives other than ‘and’ – e.g. but, so, then, because...	Used different connectives e.g. when, if, after, while, although, besides, before.
	Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Used capital letters, full stops question marks and commas in the right places. Tried to use other punctuation – exclamation marks, inverted commas, ellipsis and apostrophes. Used adverbs / similes. Made sure my nouns and verbs agree.
	Used a full stop or a question mark at the end of my sentence. Used commas to separate words in a list.	
	Spelt common words correctly.	Spelt common/familiar words correctly.
	Written my letters correctly – size and shape. Started to join my letters.	Used accurate and neat handwriting. Joined my letters.
	Written at least 100 words, if appropriate. Used words to show feelings.	Written in paragraphs - beginning, middle and end. Written about 200-250 words.
Linked my ideas and events e.g. at last, another thing...	Changed the length of my sentences.	
Task Specific Criteria		
N/A	Written the date at the start of the diary entry.	Written the date at the start of the diary entry.
	Included details about my feelings in a chatty style as though I am talking to my diary.	Used past tense to describe what happened.
		Used present tense to describe my feelings where appropriate.
		Used first person.
		Included details about my feelings.
		Included details that will interest my reader.
Used a chatty style as if talking to my diary.		

Genre: Functional (Newspaper Article)

First Level (1.1)	First Level (1.2)	First Level (1.3)
Language Criteria		
N/A	Used at least two WOW words.	Used at least three WOW words.
	Used adjectives and descriptive phrases.	Used adjectives and/or descriptive phrases.
	Opened my sentences in different ways – e.g. Soon, At last, After.	Used different sentence openers.
	Used connectives other than ‘and’ – e.g. but, so, then, because...	Used different connectives e.g. when, if, after, while, although, besides, before.
	Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Used capital letters, full stops question marks and commas in the right places. Tried to use other punctuation – exclamation marks, inverted commas, ellipsis and apostrophes.
	Used a full stop or a question mark at the end of my sentence.	Used adverbs / similes.
	Used commas to separate words in a list.	Made sure my nouns and verbs agree.
	Spelt common words correctly.	Spelt common/familiar words correctly.
	Written my letters correctly – size and shape. Started to join my letters.	Used accurate and neat handwriting. Joined my letters.
	Written at least 100 words, if appropriate. Used words to show feelings.	Written in paragraphs - beginning, middle and end. Written about 200-250 words.
Linked my ideas and events e.g. at last, another thing...	Changed the length of my sentences.	
Task Specific Criteria		
N/A	Given my paper a name.	Given my paper a name.
	Included the date.	Included the date.
	Given the paper an exciting headline (Titanic was sunk!)	Given the paper an exciting headline (Titanic was sunk!)
	Used an opening that says what the story is about (who? What? Where? When? Why?)	Used an opening that says what the story is about (who? What? Where? When? Why?)
	Written events in order.	Used third person.
	Written in columns.	Written in columns.
	Used headings to separate different information.	Used headings to separate different information.
	Included pictures with captions.	Used subheadings where appropriate.
	Included an ending that sums up the important information.	Included pictures with captions.
		Included an ending that sums up the important information. Included the by-line (name of the reporter).

Genre: Functional (Explanation)

First Level (1.1)	First Level (1.2)	First Level (1.3)
Language Criteria		
N/A	Used at least two WOW words.	Used at least three WOW words.
	Used adjectives and descriptive phrases.	Used adjectives and/or descriptive phrases.
	Opened my sentences in different ways – e.g. Soon, At last, After.	Used different sentence openers.
	Used connectives other than ‘and’ – e.g. but, so, then, because...	Used different connectives e.g. when, if, after, while, although, besides, before.
	Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Used capital letters, full stops question marks and commas in the right places.
	Used a full stop or a question mark at the end of my sentence.	Tried to use other punctuation – exclamation marks, inverted commas, ellipsis and apostrophes.
	Used commas to separate words in a list.	Used adverbs / similes.
	Spelt common words correctly.	Made sure my nouns and verbs agree.
	Written my letters correctly – size and shape. Started to join my letters.	Spelt common/familiar words correctly.
	Written at least 100 words, if appropriate. Used words to show feelings.	Used accurate and neat handwriting. Joined my letters.
Linked my ideas and events e.g. at last, another thing...	Written in paragraphs - beginning, middle and end. Written about 200-250 words.	
Task Specific Criteria		
N/A	I have written a title.	Changed the length of my sentences.
	I have written a title.	I have written a title.
	Written my explanation in the order things happened.	Written my explanation in the order things happened.
	Used a diagram to help make my explanation clearer.	Used a diagram to help make my explanation clearer.
	Used headings to break up the explanation.	Used headings and subheadings to help break up the explanation.
		Introduced my explanation.
		Used third person.
	Used bullet points if appropriate.	
	Used present tense (or past if explaining something from the past).	

Genre: Functional (Non-Chronological Reports)

First Level (1.1)	First Level (1.2)	First Level (1.3)
Language Criteria		
N/A	Used at least two WOW words.	Used at least three WOW words.
	Used adjectives and descriptive phrases.	Used adjectives and/or descriptive phrases.
	Opened my sentences in different ways – e.g. Soon, At last, After.	Used different sentence openers.
	Used connectives other than ‘and’ – e.g. but, so, then, because...	Used different connectives e.g. when, if, after, while, although, besides, before.
	Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Used capital letters, full stops question marks and commas in the right places. Tried to use other punctuation – exclamation marks, inverted commas, ellipsis and apostrophes.
	Used a full stop or a question mark at the end of my sentence.	Used adverbs / similes.
	Used commas to separate words in a list.	Made sure my nouns and verbs agree.
	Spelt common words correctly.	Spelt common/familiar words correctly.
	Written my letters correctly – size and shape. Started to join my letters.	Used accurate and neat handwriting. Joined my letters.
	Written at least 100 words, if appropriate. Used words to show feelings.	Written in paragraphs - beginning, middle and end. Written about 200-250 words.
Linked my ideas and events e.g. at last, another thing...	Changed the length of my sentences.	
Task Specific Criteria		
N/A	An interesting title.	An interesting title.
	Used an opening sentence which says what I am writing about.	Used an opening sentence which says what I am writing about.
	Used headings to separate information about different topics.	Used headings to separate information about different topics.
	Drawn annotated or labelled diagrams or included photographs if they help to give the information more clearly.	Drawn annotated or labelled diagrams or included photographs if they help to give the information more clearly.
	An ending sentence that lets the reader know what I think about the information.	An ending sentence that lets the reader know what I think about the information.
		Used third person.
		Used subheadings.
		Included details that will interest the reader.
	Used present tense (past tense if reporting from the past).	
	Included a glossary.	

Genre: Functional (For and Against Discussion)

First Level (1.1)	First Level (1.2)	First Level (1.3)
Language Criteria		
N/A	Used at least two WOW words.	Used at least three WOW words.
	Used adjectives and descriptive phrases.	Used adjectives and/or descriptive phrases.
	Opened my sentences in different ways – e.g. Soon, At last, After.	Used different sentence openers.
	Used connectives other than ‘and’ – e.g. but, so, then, because...	Used different connectives e.g. when, if, after, while, although, besides, before.
	Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Used capital letters, full stops question marks and commas in the right places. Tried to use other punctuation – exclamation marks, inverted commas, ellipsis and apostrophes.
	Used a full stop or a question mark at the end of my sentence.	Used adverbs / similes.
	Used commas to separate words in a list.	Made sure my nouns and verbs agree.
	Spelt common words correctly.	Spelt common/familiar words correctly.
	Written my letters correctly – size and shape. Started to join my letters.	Used accurate and neat handwriting. Joined my letters.
	Written at least 100 words, if appropriate. Used words to show feelings.	Written in paragraphs - beginning, middle and end. Written about 200-250 words.
Linked my ideas and events e.g. at last, another thing...	Changed the length of my sentences.	
Task Specific Criteria		
N/A	A title to say what I am writing about.	A title to say what I am writing about.
	An opening sentence which says what the discussion is about.	An opening sentence which says what the discussion is about. Used third person.
	Used headings to separate my points for and against.	Used present tense (past tense if reporting from the past).
	An ending sentence that says what I think.	Used headings to separate my points for and against.
		Used subheadings to make my points clearer.
		Used examples to back up each point.
		Used words to signal both sides of the argument – say some people may think.
		An ending sentence that says my opinion.

Genre: Functional (Persuasive Writing)

First Level (1.1)	First Level (1.2)	First Level (1.3)
Language Criteria		
N/A	Used at least two WOW words.	Used at least three WOW words.
	Used adjectives and descriptive phrases.	Used adjectives and/or descriptive phrases.
	Opened my sentences in different ways – e.g. Soon, At last, After.	Used different sentence openers.
	Used connectives other than ‘and’ – e.g. but, so, then, because...	Used different connectives e.g. when, if, after, while, although, besides, before.
	Only used capital letters at the start of each sentence, when writing I and at names of people and places.	Used capital letters, full stops question marks and commas in the right places. Tried to use other punctuation – exclamation marks, inverted commas, ellipsis and apostrophes.
	Used a full stop or a question mark at the end of my sentence.	Used adverbs / similes.
	Used commas to separate words in a list.	Made sure my nouns and verbs agree.
	Spelt common words correctly.	Spelt common/familiar words correctly.
	Written my letters correctly – size and shape. Started to join my letters.	Used accurate and neat handwriting. Joined my letters.
	Written at least 100 words, if appropriate. Used words to show feelings.	Written in paragraphs - beginning, middle and end. Written about 200-250 words.
Linked my ideas and events e.g. at last, another thing...	Changed the length of my sentences.	
Task Specific Criteria		
N/A	An eye catching title.	An eye catching title.
	An opening sentence that states my point of view.	An opening sentence that states my point of view.
	Used headings to separate each point.	Used present tense.
	Started each new point saying what I think.	Used first person.
	Explained why I think this.	Used headings to separate each point.
	An ending which sums up my point of view.	Started each new point saying what I think.
		Used sub-headings, bullet points and/or pictures to make my points clearer.
	Explained why I think this.	
	An ending which sums up my point of view.	