

Key Stage 2

English Grammar, Punctuation & Spelling

Paper 4: Punctuation

First name	
Middle name	
Last name	
Date	
School name	
DfE number	

Instructions

Questions & Answers

- Read the questions **carefully**.
- For **multiple choice** questions, look at how many boxes to tick or how many words to underline or circle.
- Look carefully for **key phrases** like 'one word', 'two words'
- Look carefully – do you need to **circle** or **underline**?
- Write words **clearly** so they can be read easily.
- When writing sentences, make sure they are punctuated **correctly**.
- Form punctuation marks **accurately**.
- Spell words in your answers **correctly**.

Marks

- The number of marks awarded for each question are written next to the questions.
- This test is worth a total of **16 marks**.

Time

- Your teacher will tell you how long you have to complete this practice paper.
- If you finish early, please check your answers carefully.

1

Which sentence must end with a **question mark**?

Tick **one**.

How does a washing machine work

How thoughtful you are

What a great party this is

How terrible the storm was

1 mark _____

2

Insert a **semicolon** in the sentence below.

Daniel was happy he won the race.

1 mark _____

3

Which sentence uses **capital letters** correctly?

Tick **one**.

On Friday, Charlie is going to a Museum in London.

On Friday, Charlie is going to a museum in London.

On Friday, charlie is going to a museum in london.

On Friday, charlie is going to a Museum in London.

1 mark _____

4

Insert a **pair of commas** in the correct place in the sentence below.

Russia which is in Europe is a very large country.

1 mark _____

5

Insert **capital letters** and **full stops** in the passage below so it is punctuated correctly.

jim rowed the boat out onto the lake his friend thomas stayed ashore and sat by the edge of the water it was a glorious day

1 mark _____

6

Insert a **hyphen** and a **dash** in the correct places in the sentence below.

The co pilot gripped the wheel the plane was plummeting fast.

1 mark _____

7

Tick **one** box in each row to show whether the apostrophe is used for a **contracted form** or **possession**.

Sentence	Apostrophe for a contracted form	Apostrophe for possession
It's so sunny outside today.		
Kim spilt juice on John's homework.		
The tree's leaves are turning orange.		

1 mark _____

8

Re-write the sentence below as **direct speech**.
Remember to punctuate your answer correctly.

Leo asked Jack if he wanted a drink.

Leo asked, _____

1 mark _____

9

Explain how the position of the **apostrophe** changes the meaning of the second sentence.

What are your sister's favourite foods?

What are your sisters' favourite foods?

1 mark _____

10

Which sentence must **not** end in an **exclamation mark**?

Tick **one**.

What a great film that was

How awful this traffic is

What a terrible mistake he made

How often do you visit

1 mark _____

11

Write the name of the punctuation that could be used instead of commas in the sentence below.

Finally, after giving it a lot of thought, Isobel agreed to go camping.

1 mark _____

12

Circle **all** words that should begin with a capital letter.

in march, flowers begin to bloom and trees produce new leaves.

1 mark _____

13

Which two sentences use punctuation to show **parenthesis**?

Tick **two**.

Despite the weather, we'll still go fishing.

Florida (a state in America) is popular with tourists.

Yesterday, I bought cheese, eggs and milk.

Kyle and Sam – who are brothers – came to my house.

1 mark _____

14

Tick **one** box which shows where an **exclamation mark** should go.

can you hear the birds singing What a beautiful sound they make

1 mark _____

15

Which sentence is accurately punctuated?

Tick **one**.

- “where are you going?” asked Paul.
 “Where are you going”? asked Paul.
 “Where are you going?” asked Paul.
 “Where are you going?” Asked Paul.

1 mark _____

16

Tick **one** box in each row to show whether the **colon** is used correctly or incorrectly.

Sentence	Correct use of a colon	Incorrect use of a colon
I lost my keys: they were in the car.		
After dinner: we ate dessert.		
I have two favourite foods: cheese and pizza.		
You will need: butter, sugar and eggs.		

1 mark _____