

21 November 2025

Dear Parent/Carer

Y7 -11 The Importance of Spelling, Punctuation and Grammar

I am writing to highlight the vital role that spelling, punctuation and grammar play in your child's success – not only in their English lessons and exams, but also in helping them become confident, effective communicators in all areas of life.

As you may know, accuracy in written English is assessed across most subjects at GCSE, not just in English Language and Literature. Clear, correct writing enables students to express their ideas with precision and confidence – skills that employers, colleges and universities all value highly. In a number of subjects, correct spelling, punctuation and grammar can make a significant difference in the overall mark and, therefore, the grade awarded. Beyond the classroom, being functionally literate means your child can navigate the written world around them: from writing job applications and formal emails to understanding contracts and news articles critically.

While schools provide structured teaching and feedback on these skills, regular practice and reinforcement at home can make a significant difference. Here are a few ways you can help support your child's development in this area:

- **Encourage regular reading.** Reading a wide range of texts – novels, newspapers, magazines and online articles – helps students absorb correct spelling and sentence structure naturally.
- **Promote careful proofreading:** Encourage your child to read over their work before submitting it, checking for missing punctuation, spelling errors or unclear sentences. Reading aloud can help them spot mistakes they might otherwise miss.
- **Model good writing:** Let your child see you writing – whether it's a letter, email or shopping list – and talk through why punctuation and word choice matter.
- **Suggested books:** 'The Usborne Guide to Better English'; 'Eats, Shoots and Leaves' by Lynne Truss; 'Grammar for Parents: How to Help Your Child with Writing and Punctuation' by Jerry George; 'The Spelling, Punctuation & Grammar Guide for Writing: A Guide for Busy Parents and Teenagers' by Natalie Charna
- **Make use of online tools:** Free resources such as [Grammarly](#) (for feedback on punctuation and word choice) or [Oxford Dictionaries](#) can support independent learning.

● **Practise spelling and grammar little and often:** Short daily quizzes or spelling games can be more effective than long revision sessions. The following websites offer interactive ways to learn key words and grammar rules.

- [SpellingFrame,](#)
- [Quizlet](#)
- [GrammarBook;](#)
- [Grammar Monster](#)
- [BBC Bitesize Spelling](#)
- [BBC Bitesize Grammar](#)
- [BBC Bitesize Punctuation](#)

By working together, we can help every student leave school with the language skills they need to thrive - academically, professionally and personally.

Thank you, as always, for your continued support of your child's learning.

Yours faithfully,



Mrs J Readman
Acting Director of English