



	Rules/Guidelines	Example Words
Words with endings sounding like /zhuh/ or /chuh/	<p>The ending sounding like /zhuh/ is always spelt – sure.</p> <p>The ending sounding like /chuh/ is often spelt – ture, but check that the word is not a root word ending in (t)ch with an –er ending, e.g. teacher, catcher, richer, stretcher.</p>	<p>measure, treasure, pleasure, enclosure picture, adventure,</p> <p>creature, furniture, departure, mixture</p>
Endings which sound like /zhun/ .	If the ending sounds like /zhun/, it is spelt as –sion	division, invasion, confusion, decision, collision, television
Endings which sound like /shun/, spelt –tion, –sion, –ssion, –cian	<p>Strictly speaking, the endings are –ion and –ian. Clues about whether to put t, s, ss or c before these endings often come from the last letter or letters of the root word.</p> <p>–tion is the most common spelling. It is used if the root word ends in t (invent) or te (hesitate).</p> <p>–ssion is used if the root word ends in ss (express) or –mit (permit).</p> <p>–sion is used if the root word ends in d or se (Exceptions: attend – attention; intend – intention)</p> <p>–cian is used if the root word ends in c or cs (e.g. music – musician, politics – politician).</p>	<p>invention, inflation, injection, action, completion, exception</p> <p>expression, discussion, confession, permission, transmission, admission</p> <p>expansion, extension, comprehension, tension</p> <p>musician, electrician, politician, magician, mathematician</p>
Words with the /k/ sound spelt ch (Greek in origin)		scheme, chorus, chemist, echo, character
Words with the /sh/ sound spelt ch (mostly French in origin)		chef, chalet, machine, brochure



	Rules/Guidelines	Example Words
Words ending with the /g/ sound spelt -gue and the /k/ sound spelt -que (French in origin)		league, tongue, antique, unique,
Words with the /s/ sound spelt sc (Latin in origin)	In the Latin words from which these words come, the Romans probably pronounced the c and the k as two sounds rather than one -/s/ /k/.	science, scene, discipline, fascinate, crescent
Words with the /ai/ sound spelt ei, eigh, or ey		vein, weigh, eight, neighbour, they, obey
Possessive apostrophe with plural words	The apostrophe is placed after the plural form of the word; s is not added if the plural already ends in s, but is added if the plural does not end in s (i.e. is an irregular plural, e.g. children's).	girls', boys', babies', children's, men's, mice's (Note: singular proper nouns ending in an 's' use the 's' notation e.g. Cyprus's population)
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, scene/seen, weather/whether, whose/who's



Word List

believe	natural	surprise
breath	naughty	therefore
breathe	opposite	though/although
business	ordinary	thought
calendar	particular	weight
caught	peculiar	woman
centre	popular	women
century	position	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 guidance for adding prefixes and suffixes are also known.
certain	possess(ion)	
experience	possible	
extreme	potatoes	
favourite	pressure	
grammar	recent	
heard	regular	
imagine	reign	
island	separate	
knowledge	straight	
library	strange	
medicine	strength	
mention	suppose	