1. Tick **all** the boxes that correctly complete the sentence below.

A capital letter must be used to start _____ .

- all proper nouns ☐
- all important verbs ☐
- all pronouns ☐
- all sentences ☐

1 mark

2. Which two of these sentences have a **capital letter** missing?

Tick **two.**

- My favourite month of the year is february. ☐
- I have just finished reading *Oliver Twist*. ☐
- I went to see the doctor about my cough. ☐
- Corsica is a small island in the mediterranean Sea. ☐
- My family lives just north of the capital city. ☐

1 mark

3. The sentence below has two capital letters missing.

yesterday, we went to see our friend, rita.

Circle the **two** letters that should be capitals.

Explain why each of these letters should be a capital.

- _____

  _____

- _____

  _____

2 marks

4. Circle all the words in the sentences below that should start with a **capital letter**.

henry tudor married his first wife, catherine, in june

1509. they married in london.

1 mark

5. Circle **all** the words in the sentence below that should begin with a **capital letter**.

today we learnt that elephants from asia are smaller

than elephants from africa.

1 mark

6. Which sentence uses **capital letters** correctly?

Tick **one.**

- From april, Swimming Lessons will take place on tuesdays. ☐
- From April, Swimming lessons will take place on Tuesdays. ☐
- From april, swimming lessons will take place on Tuesdays. ☐
- From April, swimming lessons will take place on Tuesdays. ☐

1 mark

7. Add the missing **full stops** and **capital letter** to the text below. One has been done for you.

It was a cold morning there was frost on the trees and

ice on the lake

1 mark

8. Copy the sentence below. Add any missing full stops or capital letters.

it went into the water and made a terrible splash

_____

_____

_____

1 mark

9. Which option is punctuated correctly?

Tick **one.**

Learning to juggle is fun. I found it hard at first but I'm quite good now.	☐
Learning to juggle is fun. I found it hard. At first but I'm quite good now.	☐
Learning to juggle is fun I found it hard at first. But I'm quite good now.	☐
Learning to juggle is fun I found it hard at first but I'm quite good now.	☐

1 mark

10. Where should the **full stop** go to separate the sentences below?

Tick **one** box.

Spain is in Europe Madrid is its capital city although Barcelona

is also popular for holidays.

1 mark

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

Declan has always been fascinated by animals

he has read many books about exotic creatures

jellyfish interest him the most and he would

would like to study them when he is older

1 mark

12. Place **three** full stops and **three** capital letters in the correct places in the text below.

it was hot and dry richard could feel the sun on his

back he took a long drink of water

1 mark

13. Insert the missing **full stops** and **capital letters** in the passage below to make two correct sentences.

two people were playing tennis we watched the ball go

back and forth over the net

1 mark

14. Which option is punctuated correctly?

Tick **one.**

The horses galloped across the field. They were being playful.	☐
They ran towards the herd of sheep. Scattering them in all directions.	☐
The sheep huddled together. In the corner of the field.	☐
After a while. The horse quietened down again	☐

1 mark

15. You are helping a friend to correct the punctuation in the box below.
Which **two** pieces of advice should you give to correct the punctuation?

“Surprise” shouted the children!

Tick **two.**

- There should be an exclamation mark after the word ‘surprise’. ☐
- There should be an exclamation mark after the inverted commas. ☐
- The sentence should end with a full stop instead of an exclamation mark. ☐
- There should be an exclamation mark after the word ‘shouted’. ☐
- More exclamation marks after the word ‘children’ would help to show they shouted loudly. ☐

1 mark

16. Which **punctuation mark** should be used in the place indicated by the arrow?

"Why did you do that?" he asked Harry was surprised by his

↑

classmate's actions.

Tick **one.**

- exclamation mark ☐
- full stop ☐
- question mark ☐
- comma ☐

1 mark

17. Which sentence uses **capital letters** correctly?

Tick **one.**

- We are going to see a Play by Shakespeare. ☐
- There is a new Doctor at the local Hospital. ☐
- There is a Class Visit to the museum next week. ☐
- He is trying to swim the English Channel. ☐

1 mark

18. Which sentence uses **capital letters** correctly?

Tick **one.**

The athlete won four gold medals at the olympic games in London.	☐
The athlete won four Gold Medals at the Olympic Games in London.	☐
The athlete won four Gold medals at the Olympic games in London.	☐
The athlete won four gold medals at the Olympic Games in London.	☐

1 mark

19. Circle each word that should begin with a **capital letter** in the sentence below.

the island called zanzibar is in the indian ocean off the coast of africa.

1 mark

20. Which sentence uses **capital letters** correctly?

Tick **one.**

We went to manchester for Kajal and Jamal's party.	☐
we went to Manchester for Kajal and Jamal's party.	☐
We went to Manchester for Kajal and Jamal's party.	☐
We went to Manchester for Kajal and Jamal's Party.	☐

1 mark

21. Circle each word that should begin with a **capital letter** in the sentence below.

when we visited the museum in birmingham, gareth arranged to travel by train with aunt laura.

1 mark

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

Frogs are amphibians they live on land but they lay their eggs in water their eggs are called frogspawn during the winter, frogs hibernate at the bottom of ponds or in compost heaps

1 mark

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

we hope that you enjoy the new school meals the menu will be put on the school website if you have any comments, please send us an email

1 mark

Mark schemes

1.

all proper nouns	☑
	☐
	☐
all sentences	☑

1 mark

2.

My favourite month of the year is february.	☑
	☐
	☐
Corsica is a small island in the mediterranean Sea.	☑
	☐

Award **1 mark** for both correct.

1 mark

3.

(i) (y)esterday, we went to see our friend, (r)ita

Award **1 mark** for two correctly encircled letters and award **1 mark** for two correct explanations.

OR

Award **1 mark** for one correctly identified letter and one corresponding correct explanation.

(ii) Accept any correct explanation of the capital letters, eg:

- *Yesterday is at the start of a sentence.*
- *Rita is a (person's) name / proper noun.*

Do not accept responses labelling 'Rita' as a noun only, rather than proper noun.

Up to 2 marks

4. **Award 1 mark** for all **six** words encircled.

henry tudor married his first wife, catherine, in june 1509. they

married in london.

1 mark

5. **Award 1 mark** for three correct words encircled.

today we learnt that elephants from asia are smaller than elephants from africa.

1 mark

6.

From April, swimming lessons will take place on Tuesdays.

- ☐
- ☐
- ☐
- ☑

1 mark

7. **Award 1 mark** for the correct placement of two full stops and a capital letter.

It was a cold morning**.** **T**here was frost on the trees and ice

on the lake**.**

1 mark

8. **I**t went into the water and made a terrible splash**.**

1 mark

9.

Learning to juggle is fun. I found it hard at first but I'm quite good now.

- ☑
- ☐
- ☐
- ☐

1 mark

10. Spain is in Europe Madrid is its capital city although Barcelona is also

↑ ☐ ↑ ☑ ↑ ☐ ↑ ☐

popular for holidays.

1 mark

11.

Award 1 mark for capital letters and full stops correctly inserted.

Declan has always been fascinated by animals**.** **H**e has read many books about exotic creatures**.** **J**ellyfish interest him the most and he would like to study them when he is older**.**

1 mark

12.

Award 1 mark for the correct placement of three full stops and three capital letters.

It was hot and dry**.** **R**ichard could feel the sun on his back**.** **H**e

took a long drink of water**.**

Do not accept the use of punctuation other than full stops.

1 mark

13.

Award 1 mark for two full stops and two capital letters correctly placed.

Two people were playing tennis. **W**e watched the ball go back and forth over the net**.**

1 mark

14.

The horses galloped across the field. They were being playful.

- [x]
- [ ]
- [ ]
- [ ]

1 mark

15.

There should be an exclamation mark after the word 'surprise'.

- [x]
- [ ]

The sentence should end with a full stop instead of an exclamation mark.

- [x]
- [ ]
- [ ]

1 mark

16.

full stop

- [ ]
- [x]
- [ ]
- [ ]

1 mark

17. He is trying to swim the English Channel. ☑

1 mark

18.

	☐
	☐
	☐
The athlete won four gold medals at the Olympic Games in London.	☑

1 mark

19. **Award 1 mark** for all five correct.

the island called zanzibar is in the indian ocean off the coast of africa

1 mark

20. We went to Manchester for Kajal and Jamal's party. ☑

1 mark

21. **Award 1 mark** for all five correct.

when we visited the museum in birmingham, gareth arranged to travel by train with aunt laura

1 mark

22. **Award 1 mark** for capital letters and full stops correctly inserted.

Frogs are amphibians. ~~t~~They live on land but they lay their eggs in water. ~~t~~Their eggs are called frogspawn. ~~d~~During the winter, frogs hibernate at the bottom of ponds or in compost heaps.

1 mark

23. **Award 1 mark** for capital letters and full stops correctly inserted.

~~w~~We hope that you enjoy the new school meals. ~~t~~The menu will be put on the school website. ~~i~~If you have any comments, please send us an email.

1 mark