| accommodate | accompany | according | achieve |
| :--- | :--- | :--- | :--- |
| aggressive | amateur | ancient | apparent |
| appreciate | attached | available | average |
| awkward | bargain | bruise | category |
| cemetery | committee | communicate | community |
| competition | conscience* | conscious* | controversy |
| convenience | correspond | criticise (critic + ise) | curiosity |
| definite | desperate | determined | develop |
| dictionary | disastrous | embarrass | environment |
| equip (-ped, - ment) | especially | exaggerate |  |
| excellent | existence | explanation | familiar |
| foreign | forty | frequently | government |
| guarantee | harass | hindrance | identity |
| immediate(ly) | individual | interfere | interrupt |
| language | leisure | lightning | marvellous |
| mischievous | muscle | necessary | neighbour |
| nuisance | occupy | occur | opportunity |
| parliament | persuade | physical | prejudice |
| privilege | profession | programme | pronunciation |
| queue | recognise | recommend | relevant |
| restaurant | rhyme | rhythm | sacrifice |
| secretary | shoulder | signature | sincere(ly) |
| soldier | stomach | sufficient | suggest |
| symbol | system | temperature | thorough |
| twelfth | variety | vegetable | vehicle |
| yacht |  |  |  |


| Spelling pattern | Rules for use | Example words |
| :--- | :--- | :--- |
| Words ending - <br> cious | vicious, precious, conscious, <br> delicious, malicious, suspicious |  |
| Words ending -tious | ambitious, cautious, fictitious, <br> infectious, nutritious |  |
| Words ending -cial <br> or -tial | -cial is common after a vowel <br> letter and -tial after a <br> consonant letter. <br> Except initial, financial, <br> commercial, provincial | official, special, artificial, partial, <br> confidential, essential |
| Words ending - | -ation endings are often a | observant, observance, |


| ant/-ance/-ancy <br> Words ending -ent/-ence/-ency | clue. <br> After soft ' $c$ ', soft ' $g$ ' and ' $q u$ ' <br> There are many words for which the above guidance does not help. These just have to be learnt. | (observation), expectant, (expectation), hesitant, hesitancy, (hesitation), tolerant, tolerance, (toleration), substance, (substantial) innocent, innocence, decent, decency, frequent, frequency, confident, confidence, (confidential) assistant, assistance, obedient, obedience, independent, independence |
| :---: | :---: | :---: |
| Words ending -able and -ably | Used if there is a related word ending in -ation. <br> If the -able ending is added to a word ending -ce or -ge, the ' $e$ ' must be kept. <br> Usually used if a complete root word can be heard before it, but not always. | adorable, adorably, (adoration), applicable, applicably, (application), considerable, considerably, (consideration), tolerable, tolerably, (toleration) changeable, noticeable <br> dependable, comfortable, understandable, reasonable, enjoyable, reliable |
| Words ending -ible and -ibly | Less common than -able and -ably. <br> If the-ible ending is added to a word ending -ce or -ge, the ' $e$ ' is dropped. <br> Common if a complete root word can't be heard before it. <br> Exception sensible/sensibly. | forcible, legible <br> possible/possibly, horrible/horribly, terrible/terribly, visible/visibly, incredible/incredibly |
| Adding suffixes beginning with vowel letters to words ending in -fer | The ' $r$ ' is doubled if the -fer is still stressed when the ending is added. <br> The ' $r$ ' is not doubled if the fer is no longer stressed. | referring, referred, referral, preferring, preferred, transferring, transferred <br> reference, referee, preference, transference |
| Use of the hyphen | Hyphens can be used to join a prefix to a root word, especially if the prefix ends in a vowel letter and the root word also begins with one. | Co-ordinate, re-enter, co-operate, co-own |

\(\left.\left.\left.$$
\begin{array}{|l|l|l|}\hline \begin{array}{l}\text { Words spelt 'ei' } \\
\text { after c. }\end{array} & \begin{array}{l}\text { The 'i before e except after c' } \\
\text { rule applies to words where } \\
\text { the sound spelt by ei is 'ee'. } \\
\text { Except protein, caffeine, seize }\end{array} & \begin{array}{l}\text { deceive, receive, perceive, } \\
\text { conceive, ceiling }\end{array} \\
\hline \begin{array}{l}\text { Words containing } \\
\text { 'ough' }\end{array} & \begin{array}{l}\text { Can be used to spell a } \\
\text { number of different sounds. }\end{array} & \begin{array}{l}\text { ought, bought, thought, nought, } \\
\text { brought, fought }\end{array} \\
\text { rough, tough, enough }\end{array}
$$\right\} $$
\begin{array}{l}\text { cough } \\
\text { though, although, dough } \\
\text { through }\end{array}
$$\right\} \begin{array}{l}thorough, borough \\

though, bough\end{array}\right\}\)| Words with 'silent' |
| :--- |
| letters |

