

# Commas



Commas are used to clarify meaning

To separate some clauses or phrases, e.g. a fronted adverbial

To separate items in a list or several words in a description

# Commas separate clauses or phrases



We need a comma when...

the extra clause or phrase is at the front of the sentence

the clause or phrase is embedded within the sentence

**Punctuate this sentence.**

when she heard the news the local MP Maria Caulfield tweeted that she was very disturbed

When she heard the news, the local MP, Maria Caulfield, tweeted that she was very disturbed.



# Commas separate items in a list

Our uniform consists of...



white shirts

navy blue sweatshirts with the school logo

grey trousers

dark shoes

grey skirts

**Make a sentence from this list.**



## Commas separate items in a list

Our uniform consists of navy blue sweatshirts with the school logo ,  
grey trousers or skirts , white shirts and dark shoes.

NO comma needed here!

Commas separate the items  
No comma is needed before 'and'

**Punctuate this sentence.**

No jewellery earrings or watches may be worn for PE.

## Commas separate items in a list

No jewellery, earrings or watches may be worn for PE.



NO comma needed here!

## Commas keep things clear!



Children eat paint and play in protective aprons.

Children eat, paint and play in protective aprons.

Children eat paint?  
That's disgusting.

Oh! Now I see.