

NAME: _____ DATE: _____



GRADE 4 COMMA RULES

Small Comma, Big Difference!



RULES TO USE COMMAS

1 In a list of three or more items.
Use commas to separate the items.



Example:
I bought apples, bananas, and oranges.

2 To separate words or phrases in a series.
Use commas between the words or phrases.

Example:
The boy ran fast, jumped high, and won the race.



3 Before and after words that interrupt the sentence.
Use commas to set off interrupting words or phrases.

Example:
My brother, who is very tall, plays basketball.



4 Before coordinating conjunctions in a compound sentence.
Use a comma before and, but, or, nor, for, so, yet.

Example:
She wanted to go to the park, but it started to rain.



5 To separate dates and places in a sentence.
Use commas to separate the day from the year and places from the rest of the sentence.

Example:
My birthday is on May 10, 2013.
We visited Port of Spain, Trinidad.



6 With introductory words, phrases or clauses.
Use a comma after words or phrases that come at the beginning of a sentence.

Example:
After school, we went to the library.



EXERCISES

A. Add commas where they are needed in the sentences below.

- I need a pencil an eraser and a ruler.
- My sister who is kind helps everyone.
- We went to the beach we swam played games and ate lunch.
- I like pizza but my brother likes pasta.
- My birthday is on July 15 2012.
- In the morning we studied then we went for a walk.
- She packed her bag took her umbrella and left early.



B. Rewrite the sentences correctly with commas.

- The cat chased the mouse it ran under the table.
- Although he was tired he finished his homework.
- We visited the zoo on Sunday, March 3 2024.



C. Punctuate the sentence below by adding commas in the correct places.

If you study hard stay focused and listen carefully you will do well.



REMEMBER: Commas help us read better by showing short pauses in a sentence.





GRADE 4

USING COMMAS in Sentences

Comma makes writing clear!



A comma (,) helps us to separate words, ideas and information so our writing is clear and easy to read.

WHEN DO WE USE COMMAS?

1. In a list

To separate three or more items.

Example:

I like apples, oranges, grapes, and bananas.



2. After introductory words or phrases

To separate the opening part of a sentence.

Example:

After lunch, we went to the park.



3. Around interrupting words or phrases

To set off extra information.

Example:

My brother, who loves football, plays every day.



4. With dates

To separate the day and the year.

Example:

On July 15, 2026, we had a school trip.



5. With places

To separate the city/town and country.

Example:

We live in Couva, Trinidad.



6. Before coordinating conjunctions

To join two independent clauses.

Example:

I was tired, but I finished my work.



A

Add commas where they are needed.

Write each sentence correctly.

- I bought pencils erasers rulers and crayons.
- After lunch we went to the library.
- My brother who loves football plays every afternoon.
- On July 15 2026 our class visited the museum.
- We travelled to Port of Spain Trinidad for the parade.
- I wanted to play outside but it started to rain.
- Grandma can you help me bake a cake?
- Before the bell rang the students packed their bags.
- The dog tired from the long walk lay under the tree.
- My favourite fruits are mangoes pineapples oranges and bananas.
- Yes I finished my homework.
- Although the road was busy we arrived safely.

Comma Tips!

- ✓ Use commas to make your sentences clearer.
- ✓ Place each comma in the correct spot.
- ✓ Read your sentence out loud to check if it sounds right.



B

Rewrite the sentences correctly.

- We bought bread milk cheese and juice and we went home.
- Early in the morning the birds began to sing.
- My teacher Mrs Brown gave us a surprise quiz.
- On December 3 2025 we visited San Fernando Trinidad.
- The team practised hard but they lost the match.
- Class please open your English books.

Grammar
English
Language Arts



C

Challenge! Add all the commas.

Add commas in the correct places. Then write the paragraph correctly below.

Yesterday after school my friend Maya and I went to Chaguanas Trinidad to buy pencils notebooks and glue. While we were shopping Maya who is very forgetful left her bag near the counter but a kind shopkeeper found it and returned it to her.

Well Done!

Correct commas make your writing neat, clear and easy to understand!





Write each sentence correctly.

1. We bought apples oranges grapes and pears.

2. After school we went to the park.

3. My father who works in a bank arrived home late.

4. On August 10 2026 our class will have a field trip.

5. We live in San Fernando Trinidad.

6. I wanted to watch the movie but my homework was not finished.

7. Aunty can you pass me the salt?

8. Before the party started we helped to decorate the hall.

9. The children excited about the trip packed their bags early.

10. Yes I would love to come.

11. Although it was raining we still enjoyed the picnic.

12. My favourite subjects are English Mathematics Science and Art.



Good Writers
Use Commas!

