



## CONFIDENTIAL School Reference Form for Grades 2-5

We greatly appreciate your taking the time to complete this form. It provides one way of getting to know the student and is reviewed with the understanding that students are constantly changing and developing. We place particular value on your observations of classroom behavior and your descriptive comments in each area. Preparers and recipients are expected to maintain the information in strict confidence and to refrain from sharing it with students, parents, or guardians.

Child's Name: \_\_\_\_\_ Name usually called: \_\_\_\_\_

Current School: \_\_\_\_\_

Current School Address: \_\_\_\_\_  
\_\_\_\_\_

Current School Phone: \_\_\_\_\_ Date child entered school: \_\_\_\_\_

Current Teacher: \_\_\_\_\_ Date of this report: \_\_\_\_\_

Name, Email and Phone of person completing this report: \_\_\_\_\_  
\_\_\_\_\_

How long have you known this student? \_\_\_\_\_

How much time per week is this student in your class? \_\_\_\_\_

Student's primary language: \_\_\_\_\_

Languages spoken at home: \_\_\_\_\_

List six adjectives to describe this student:

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

5. \_\_\_\_\_ 6. \_\_\_\_\_

## Student Profile

To help us compile a profile of this student, please check the following categories, adding comments wherever possible:

<b>Sense of responsibility</b>	<input type="checkbox"/> is responsible	<input type="checkbox"/> is usually responsible	<input type="checkbox"/> is sometimes responsible	<input type="checkbox"/> is rarely responsible
<b>Comments:</b>				
<b>Consideration for others</b>	<input type="checkbox"/> is very considerate	<input type="checkbox"/> is usually considerate	<input type="checkbox"/> is inconsiderate	
<b>Comments:</b>				
<b>Leadership skills</b>	<input type="checkbox"/> exhibits excellent skills	<input type="checkbox"/> exhibits good skills	<input type="checkbox"/> exhibits average skills	<input type="checkbox"/> exhibits poor skills
<b>Comments:</b>				
<b>Self confidence</b>	<input type="checkbox"/> has a healthy self image	<input type="checkbox"/> needs some support	<input type="checkbox"/> seems overly confident	<input type="checkbox"/> has a poor self image
<b>Comments:</b>				
<b>Sense of humor</b>	<input type="checkbox"/> is highly developed	<input type="checkbox"/> is good	<input type="checkbox"/> is fair	<input type="checkbox"/> is poorly developed
<b>Comments:</b>				
<b>Peer relationships</b>	<input type="checkbox"/> enjoys good relationships	<input type="checkbox"/> has satisfactory relationships	<input type="checkbox"/> has occasional problems	<input type="checkbox"/> relates poorly
<b>Comments:</b>				
<b>Relationship with adults</b>	<input type="checkbox"/> is comfortable	<input type="checkbox"/> is uneasy	<input type="checkbox"/> is dependent	<input type="checkbox"/> is uncooperative
<b>Comments:</b>				

	Outstanding	Excellent	Above Average	Average	Below Average
Study habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organization of time and work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual curiosity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attention span	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to express ideas in writing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to express ideas orally	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to follow directions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work in a group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work independently	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Perseverance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic achievement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-esteem	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Character	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Respect for others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### *Analysis of Performance*

	Surpasses	Meets Expectations at this Level	Falls Below
<b>Math</b>			
<b>Basic Operations— If Applicable</b>			
Addition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subtraction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multiplication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Solving Word Problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Math Concepts</b>			
Place Value	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rounding Numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Writing Numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Order of Operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Surpasses

Meets

Falls Below

Expectations at this Level

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**Fractions**

Adding Fractions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adding Mixed Numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subtracting Fractions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Different Denominators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multiplying Fractions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dividing Fractions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**Language Arts**

**Basic Skills**

Vocabulary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grammar/Usage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Punctuation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spelling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Syntax	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**Composition Skills**

Organization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clarity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Originality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Content	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**Reading**

Comprehension	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Powers of Analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**General**

Class Participation Frequency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of Participation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of Assignment Preparation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General Progress	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This student's work level is about the \_\_\_ upper \_\_\_ middle \_\_\_ lower third of the class.

In what area/s does this student show particular strength? \_\_\_\_\_

Does the student need special support or help in any area/s? \_\_\_\_\_

Our school endeavors to know a child as completely as possible. Your comments help the Admission Committee determine if our school will meet the needs of this applicant. Please share any additional information we should consider in our evaluation process (e.g., parent participation, child's home life, school attendance, etc.).

<b>Overall, I recommend this student:</b>	<input type="checkbox"/> Enthusiastically	<input type="checkbox"/> Strongly	<input type="checkbox"/> Fairly strongly	<input type="checkbox"/> Without enthusiasm
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Evaluator's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Evaluator's position: \_\_\_\_\_