

2020-2021 APPLICANT APPRAISAL FORM

A parent or guardian must complete page one before giving this document to the classroom teacher or daycare provider. (Note: Daycare providers should complete this form **only** if the child is not yet in school.) The application must be completed in full for consideration.

To the parent or guardian: Before a decision for acceptance can be made, Thomas Metcalf School must receive this report. **Please complete all fields on page 1 and the top three lines on page 3.** The remainder of the appraisal must be completed by your child's most recent classroom teacher or daycare provider (if your child is not yet in school) and **returned by that person (see mailing address below)**. The information on this form will be used for admission purposes and will only be retained if your child is admitted to Thomas Metcalf School. If your child is not accepted, this information will be destroyed.

I give permission for the attached form to be completed and returned to Thomas Metcalf School. I also give permission for you to release additional information from my child's permanent file to Thomas Metcalf School if requested by the principal, Dr. Amy Fritson Coffman, for admission purposes.

Student's name _____ Current grade level _____

Signature of parent or guardian _____ Date _____

Student ID: _____ (First letter of child's first name + first letter of child's last name + 2 digit birth month + 2 digit birth day i.e. John Doe who was born on January 1st will use JD0101)

District of Residence (please circle one): Unit 5 District 87 Other

Grade Applying For: PK K 1 2 3 4 5 6 7 8

Parent:

➤ Please give entire Applicant Appraisal Form to your child's current teacher or daycare provider (if your child is not yet in school). If your child does not go to daycare, or if your child is homeschooled, please indicate that on page 3 and return the entire form to the address below.

Teacher/Daycare Provider:

- Please do NOT refer to the student by name on pages 3-4 of the Applicant Appraisal Form.
- Although we want these documents returned in a timely manner, they are not subject to the February 28th deadline.
- Please return:
 - Applicant Appraisal Form,
 - copy of the student's current report card or progress summary,
 - copy of the student's current PARCC exam or equivalent (if applicant is currently in 4th-7th grade)

Directly to:
Thomas Metcalf School
Attn: Admissions Committee
Campus Box 7000
Normal, IL 61790-7000

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Parents - please complete the first 2 sections

Student ID: _____

District of Residence (please circle one): Unit 5 District 87 Other

Grade Applying For: PK K 1 2 3 4 5 6 7 8

If the student has no classroom teacher or daycare provider, please check the appropriate box:

- ☐ My child is homeschooled. I will submit the Applicant Appraisal Form with documentation of grades, progress summary, and test scores.
- ☐ My child does not attend preschool and does not have a daycare provider. I will submit the Applicant Appraisal Form without completing the sections below.
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The following is to be completed by the **classroom teacher or daycare provider**. Please **do not refer to the student by name** on this form or in any additional comments. This information will be used as only one of several criteria in determining admission:

Checklist of items to send to Thomas Metcalf School:

- ☐ Completed and signed Applicant Appraisal Form
- ☐ Copy of current report card or progress summary
- ☐ Copy of PARCC exam or equivalent (if student is currently in 4th-7th grade)
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Attendance

1. The student's attendance for the past school year has been: Regular____ Sporadic____ Poor____

Academic Performance

2. In which category would you judge the student's overall academic performance?

____ Far above average ____ Below average
____ Above average ____ Far below average
____ Average

3. In your opinion, how well does this child's performance match his/her ability?

____ Ability far exceeds performance ____ Ability equals performance
____ Ability somewhat exceeds performance ____ Ability is somewhat below performance

4. How would this child function in a learning environment that places a high value on independence?

____ Very well ____ Some minor difficulty
____ Generally pretty well ____ Great difficulty

5. How does this child transition from one learning activity to another?

____ Very well ____ Some minor difficulty
____ Generally pretty well ____ Great difficulty

Behavior

6. How does this child adapt to new people and settings?
____ Very well ____ Some minor difficulty
____ Generally pretty well ____ Great difficulty
7. How often is this child chosen for activities by his/her classmates? Is his/her companionship sought and valued?
____ Always ____ Usually ____ Sometimes ____ Seldom ____ Never
8. To what extent does this child use self-control?
____ Always ____ Usually ____ Sometimes ____ Seldom ____ Never
9. To what extent does this child show a sense of self-esteem and self-respect?
____ Very Strong ____ Strong ____ Medium ____ Mild ____ Weak
10. To what extent does this child attempt to dominate or bully other children?
____ Always ____ Usually ____ Sometimes ____ Seldom ____ Never
11. To what extent does this child seek attention, as evidenced by such behaviors as speaking out of turn?
____ Always ____ Usually ____ Sometimes ____ Seldom ____ Never
12. Has this child ever been referred to the office for disciplinary reasons?
Yes ____ No ____ Number of times? ____ Reason(s) _____
13. Has this child ever been:
a. Suspended (in school or out of school)? Yes ____ No ____ Number of times? ____
Reason(s) _____
b. Expelled? Yes ____ No ____ Number of times? ____
Reason(s) _____
14. Is there anything additional you would like us to know about this student?

Teacher's or Evaluator's Signature _____ Date _____
Position _____ Grade (if teacher) _____
School _____ Phone Number _____
E-mail _____

Are you willing to be contacted during the summer? If yes, please let us know how we can contact you.

Please feel free to attach additional information. Please **do not refer to the student by name** on this form or in any additional comments. Thank you for your assistance.

Reminder: After completing and signing the Applicant Appraisal Form, please return all three pages of the form along with a copy of the student's current report card or progress summary and a copy of the student's PARCC exam or equivalent (for students currently in Grades 4th-7th) **directly to Metcalf School**.