

# 2022-2023 APPLICANT APPRAISAL FORM

A parent or guardian must complete page one before giving this document to the classroom teacher or childcare provider. (Note: Childcare 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 childcare 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.

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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. Jason Surian, 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 Smith who was born on January 1<sup>st</sup> will use JS0101)

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

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

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## Parent:

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

## Teacher/Childcare 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 March 1<sup>st</sup> deadline.
- **Please return the following:**
  - Applicant Appraisal Form,
  - Copy of the student's current report card or progress summary,
  - Copy of the student's most recent Illinois Assessment of Readiness (IAR) exam or equivalent (if applicant is currently in 4<sup>th</sup> -7<sup>th</sup> 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

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If the student has no classroom teacher or childcare 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 childcare 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 childcare 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 IAR 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?  
\_\_\_\_\_  
\_\_\_\_\_

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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 IAR exam or equivalent (for students currently in Grades 4<sup>th</sup>-7<sup>th</sup>) directly to Metcalf School.