

# WESTSIDE CHRISTIAN ACADEMY

23096 Center Ridge Road  
Westlake, OH 44145  
440-331-1300  
wca@westsideacademy.org

## School Reference Form (Grades 1-8)

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Parent Name \_\_\_\_\_

Dear Teacher/Counselor/Principal:

An application has been submitted to Westside Christian Academy for the above named student. To assist us in providing the best educational placement for the student, it would be very helpful if you would complete the accompanying questionnaire. Please return this form as soon as possible. **Thank you** for your assistance in this important matter.

Your response will, of course, be held in the strictest confidence and the family of the applicant understands they will not have access to this reference.

About Our School: Westside Christian Academy is an inter-denominational K-8 classical Christian school in Cleveland's western suburb of Westlake. Our mission is to integrate biblical truth with academic excellence so that our students will become leaders committed to impacting the world for Jesus Christ. The school is currently comprised of 13 teachers (10 FTE), a principal and administrative assistant. With 95 students, the student-teacher ratio is 9:1 with class sizes of 16 or less. WCA is a member of the Association of Christian Schools International (ACSI) and affiliated with The Association of Classical Christian Schools (ACCS).

If you would like to have any questions answered or clarified, feel free to call the school.

James Whiteman  
Principal

### Non-Discriminatory Policy

Westside Christian Academy recruits and admits students of any race, color or ethnic origin to all its rights, privileges, programs and activities. In addition, the school will not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, employment, scholarship and loan programs, and athletic and other school administered programs.

Westside Christian Academy will not discriminate on the basis of race, color, or ethnic origin in the hiring of its certified or non-certified personnel.

**Westside Christian Academy**  
**Teacher/Counselor/Principal – Confidential Student Reference Form**

Date \_\_\_\_\_

Person Completing this Form \_\_\_\_\_

Relationship to Student \_\_\_\_\_

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

Please rate this student from 1 (low) to 4 (high) in each of the categories listed. Circle the appropriate number.

**Character**

Integrity/Honesty	1	2	3	4
Concern for Others	1	2	3	4
Leadership	1	2	3	4
Initiative	1	2	3	4
Motivation	1	2	3	4
Independence	1	2	3	4
Respect for Authority	1	2	3	4

General comments \_\_\_\_\_

\_\_\_\_\_

**Peer Relations**

Cooperation	1	2	3	4
Sharing	1	2	3	4
Self-control	1	2	3	4

General comments \_\_\_\_\_

\_\_\_\_\_

**Work Habits**

Completes tasks	1	2	3	4
Follows directions	1	2	3	4
Contributes to class	1	2	3	4
Does work neatly	1	2	3	4

General comments \_\_\_\_\_

\_\_\_\_\_

**Academic Ability**

Performs at ability level	1	2	3	4
Works hard at completing tasks	1	2	3	4
Reading level compared to grade level	1	2	3	4
Success in mathematics	1	2	3	4
Success in written work	1	2	3	4

General comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**General Behavior** 1 2 3 4

**General Cooperation of parents/guardian** 1 2 3 4

**Spiritual Awareness** 1 2 3 4

1. Has this student ever been recommended for or received special services, assistance, or accommodations? If so, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. Has this student ever been suspended, expelled, or asked not to retain? If so, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Please list a few of this child's greatest strengths. \_\_\_\_\_  
\_\_\_\_\_
4. What are three adjectives that best describe this child? \_\_\_\_\_  
\_\_\_\_\_
5. Do you have any reservations about recommending this student to WCA? If so, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Please add any other comments. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Would you be willing to have us contact you? \_\_\_\_\_ Phone # \_\_\_\_\_

Email \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name of School \_\_\_\_\_

Address of School \_\_\_\_\_

**Please return this form directly to:**  
(Do not send this to applicant)

Westside Christian Academy  
Attn: Admissions  
23096 Center Ridge Rd.  
Westlake, OH 44145