



SCHOOL REFERENCE FORM

Student Name: _____ Grade: _____

Parent/Guardian 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 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. WCA is accredited by the Ohio Department of Education and is a member of the Association of Christian Schools International (ACSI) and 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
Headmaster

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.

Please complete and return the reference form (2 pages) directly to:

Westside Christian Academy
Attn: Admissions
23096 Center Ridge Rd.
Westlake, OH 44145
or fax: 440.331.1301

Do not send this to applicant

QUESTIONS?

Contact **Pam Douglass, Admissions Coordinator** 440.331.1300 pdouglass@westsideacademy.org

Westside Christian Academy 23096 Center Ridge Rd, Westlake, OH 44145 www.westsideacademy.org



SCHOOL REFERENCE FORM

TEACHER/COUNSELOR/PRINCIPAL CONFIDENTIAL SCHOOL REFERENCE FORM (GRADES 1-6)

Date _____

How long have you known this student _____

Person Completing this Form _____

Student's Name _____

Relationship to Student _____

Please rate this student from 1 (low) to 4 (high) in each category. *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: _____



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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

General comments: _____

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 return? If so, please explain: _____

3. Please list a few of this child's greatest strengths: _____

4. Please list 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: _____

Signature _____ Date _____
Name of School _____
School Address _____
May we contact you? _____ Phone # _____ Email _____

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