



# Los Altos Christian Schools

A Ministry of First Baptist Church of Los Altos

## **A Message from the Principal:**

**We count it a privilege to be partnering with parents on behalf of the education of their children. LACS feels strongly that in order for children to receive an authentic, Christian education, it is our responsibility to educate the whole child academically, spiritually, and emotionally.**

**The children today are growing up in a very different world than the world in which we as adults grew. It is important that we, as parents and educators, provide our children with the foundation that they will need to succeed in their later lives and anchor them with the principles of God's Word which will help them live productive and meaningful lives.**

**Our desire is to establish an atmosphere where your child feels safe and secure. We also strive to offer a program that will stimulate and challenge our students academically and nurture and care for them spiritually.**

**Our goal at LACS is to equip our students for the opportunities and challenges they will face as they make decisions that will affect them throughout their lives. There is a framed poster in my office that says, "A teacher affects eternity; one can never tell where the influence stops..." (Henry Adams).**

**Thank you for the opportunity to share our mission and to give you information regarding LACS Middle School, and the unique ministry that God has established.**

**For the Children's Sake,**

**Susan Torode  
Principal**

625 Magdalena Avenue  
Los Altos, CA 94024

Tel 650.948.3738  
Fac 650.949-6092  
[www.lacs.com](http://www.lacs.com)





LACS MIDDLE SCHOOL  
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## LETTER FROM THE REGISTRAR

**Dear Parent(s),**

Thank you for your interest in LACS Middle School. The middle school years are a time of many transitions, therefore finding the school that best meets your child's needs is imperative. We are so honored that you are considering our school and trust that you will seek God's guidance in this decision.

To help you better understand the application process and valuable ways to experience what LACS Middle School has to offer, please note the following:

**ADMISSIONS:** Completed application packets are submitted to the LACS office with a non-refundable \$50.00 application fee. They will then be reviewed by the administration. Effective October 1, we will be accepting applications for the 2008-2009 school year. Mid-year transfers are always welcome.

**PERSONAL INTERVIEWS:** Interviews are required for all incoming students prior to acceptance. A personal interview of the student and parents with one of our administrators is a key part of admission to LACS Middle School. Interviews will be scheduled after reviewing the completed application packet. The interview typically takes a half hour. Parents will be notified of student placement by phone.

**CAMPUS TOURS:** We would like you to join us for one of our monthly scheduled visitor days. You may schedule a tour by calling the LACS Office and contacting me. The following dates have been set on our calendar for visiting:

Sept. 20, Oct. 18, Nov. 1, Dec. 6, Jan. 17, Feb. 14, Mar. 13, Apr. 10, May 15

**PROSPECTIVE STUDENT SHADOWING:** Students are encouraged to shadow so as to better understand all the opportunities LACS Middle School has to offer. Shadowing appointments are made through the registrar after the application has been received.

**PARENT/STUDENT OPEN HOUSE:** Two evenings have been set aside for open house: **November 15 and February 7**. This is an opportunity to talk with teachers and administrators.

Final decisions for admission are made upon the completion of all application materials and personal interview. The sooner you complete the application process, the sooner we will be able to contact you regarding placement of your child.

Please feel free to call (650-948-3738, ext. 126) or e-mail me at [bev.peterson@lacs.com](mailto:bev.peterson@lacs.com) with any questions or concerns. We trust that you will find LACS Middle School offers a warm and loving environment along with an academic program of excellence.

Sincerely,

La'Sha Heard  
LACS Registrar

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## APPLICATION CHECKLIST

*Please mail the following items prior to your interview with the school administrator.*

\_\_\_\_\_ **Completed Application Form**

This should be completed by the parent or guardian.

\_\_\_\_\_ **\$50.00 Application Fee**

This fee covers the cost of processing the application.

\_\_\_\_\_ **Copy of Student's Immunization Record**

Submit a copy of a complete immunization record, including Hepatitis B. For students new to Santa Clara County, a current TB test is required.

\_\_\_\_\_ **Copy of Student's Birth Certificate**

A copy of a student's birth certificate is required by ACSI (Association of Christian Schools International).

\_\_\_\_\_ **Copy of Student's most recent Achievement Test Scores**

The most recent achievement test needs to be submitted, even if it is over one year old.

\_\_\_\_\_ **Copy of Student's most current Educational Assessment**

Copies of IEP's, Psycho-Educational Assessments, etc. must be submitted by parent

\_\_\_\_\_ **Copy of Student's Report Cards**

Submit a copy of the student's previous grade final report card and current grade report card.

\_\_\_\_\_ **Completed Student Questionnaire, including essay**

Students must complete the questionnaire in his/her own handwriting.

*Please distribute the following items prior to your interview with the school administrator.*

\_\_\_\_\_ **Educator's Recommendation Form**

Must be completed by a teacher from this current school year.

\_\_\_\_\_ **Math Recommendation Form**

Must be completed by a teacher from this current school year.

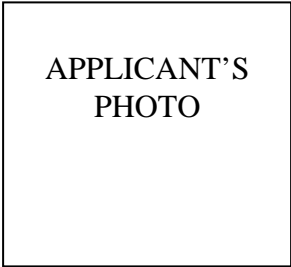
\_\_\_\_\_ **Parent's Written Statement and Pastoral Recommendation Form**

The parent's written statement is required. The pastoral recommendation, if available, is very valuable to the application process. This recommendation may be completed by a pastor, priest, current youth pastor or other church leader who is involved in the applicant's spiritual development.





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## APPLICATION FOR ADMISSION

### STUDENT INFORMATION (to be filled in by parent or guardian)

This application is being submitted to LACS Middle School for the \_\_\_\_\_ grade for the school year of 2007-2008.

Applicant's Full Name \_\_\_\_\_ Sex Male \_\_\_\_\_ Female \_\_\_\_\_

Preferred Name \_\_\_\_\_

Home Address \_\_\_\_\_

Home Telephone Number \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ Ethnic Origin \_\_\_\_\_

School Presently Attending \_\_\_\_\_ Current Grade \_\_\_\_\_

School Address \_\_\_\_\_ Telephone Number \_\_\_\_\_

Did your child repeat a grade? No \_\_\_\_\_ Yes \_\_\_\_\_ Repeated Grade \_\_\_\_\_

### FAMILY INFORMATION (to be filled in by parent or guardian)

#### FATHER

Name \_\_\_\_\_

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Employer Address \_\_\_\_\_

Employer Telephone \_\_\_\_\_

e-mail address \_\_\_\_\_

cell phone \_\_\_\_\_

Address/Home Phone \_\_\_\_\_

(if different than that of applicant)

\_\_\_\_\_

\_\_\_\_\_

#### MOTHER

Name \_\_\_\_\_

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Employer Address \_\_\_\_\_

Employer Telephone \_\_\_\_\_

e-mail address \_\_\_\_\_

cell phone \_\_\_\_\_

Address/Home Phone \_\_\_\_\_

(if different than that of applicant)

\_\_\_\_\_

\_\_\_\_\_

Parents' Marital Status:  Married  Divorced  Separated  Other \_\_\_\_\_

Names, ages and grade in school of other children in the family. Please **CIRCLE** any who have attended LACS.

\_\_\_\_\_

\_\_\_\_\_

Name of parent(s) or guardians(s) to whom grades and financial statements are to be sent.

Name \_\_\_\_\_ Relationship to applicant \_\_\_\_\_

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**PARENT/GUARDIAN** (To be filled in by student's parent or guardian)

Church Member:  Yes,  No    Attend Regularly:  Yes,  No

Name and Address of the church you attend if applicable. \_\_\_\_\_

**HEALTH STATEMENT**

If the applicant has any physical handicap which would limit, in any way, participation in the full range of normal activities, or if the applicant has had any recent serious physical or emotional illness, please explain.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has your child been diagnosed with a learning difference? If so what? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Has your child had current testing (within the last three years)? If so when? \_\_\_\_\_

Has your child ever received special services at previous schools? If so what? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How did you hear about LACS Middle School? Check all that apply.

\_\_\_\_ Family or Friend    \_\_\_\_ Internet    \_\_\_\_ Yellow Pages    \_\_\_\_ Bay Area Parent    \_\_\_\_ Other

**PLEASE INCLUDE A NON-REFUNDABLE \$50.00 WITH THE APPLICATION.**

Signature of Applicant \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_

Fully accredited member of The Western Association of Schools and Colleges (WASC) and The Association of Christian Schools International (ACSI)

LACS Middle School does not discriminate on the basis of race, color, racial or ethnic origin in its educational policies or school administered programs.



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## STUDENT QUESTIONNAIRE (CONFIDENTIAL)

This questionnaire is to be completed by the student. **Please answer as honestly as you can.** If more space is needed, please use an additional piece of paper.

How were you led to apply to LACS Middle School? \_\_\_\_\_

Do you want to come to LACS Middle School? \_\_\_\_\_ Would you rather attend another school? \_\_\_\_\_

What type of experiences do you hope to gain by attending LACS Middle School? \_\_\_\_\_

What are your favorite school subjects? \_\_\_\_\_

List your most difficult school subjects. \_\_\_\_\_

How many hours a day do you spend on homework? \_\_\_\_\_

How would you rate your grades this past year (good, fair, poor)? \_\_\_\_\_

Describe a teacher who has been encouraging to you. \_\_\_\_\_

Is it easy or difficult for you to follow instruction and directions? \_\_\_\_\_

Is it easy or difficult for you to receive correction/discipline? \_\_\_\_\_

Do you enjoy large or small groups of friends? \_\_\_\_\_

What do you look for in a friend? \_\_\_\_\_

What are your hobbies and interests? \_\_\_\_\_

Do you belong to any clubs? \_\_\_\_\_

List any musical experience – instrumental and/or choral. (Please name instruments.) \_\_\_\_\_

Is there an instrument that you would like to learn? \_\_\_\_\_

List any athletic experience. (Please name sports.) \_\_\_\_\_

Is there any sport that you would like to try? \_\_\_\_\_

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Please explain what the term "Christian Values" means to you. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Which Place of Worship do you attend if any? \_\_\_\_\_

If you do attend, what is your Priest/Youth Pastor/Pastor's name? \_\_\_\_\_

How frequently do you attend church worship, if at all, and other youth group activities? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Describe your contact with alcohol, drugs and tobacco and your present attitude regarding their use. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Write your life story. Please do this by yourself in your own handwriting or on the computer. Please include information about your school years through sixth grade. Include information about where you have lived, your family, vacations, hobbies and recreation, church and Sunday School if any. Also write on what you think it means to have Christian values. Please write your life story on an additional sheet(s) of paper and return with the student questionnaire.

The school shall not discriminate in the admission of its students, nor shall it discriminate among its students on the basis of religious belief. Students shall not assume that the benefits of the school would be more likely conferred upon him or her if the student adopted certain religious beliefs or practices. It shall not impose requirements that would tend to discourage prospective students of different religious persuasions from making application to the school or availing themselves of the school's program.

Student's Name \_\_\_\_\_ Grade Entering \_\_\_\_\_

Address \_\_\_\_\_

City / State \_\_\_\_\_ Zip Code \_\_\_\_\_

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



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## EDUCATOR'S RECOMMENDATION FORM (CONFIDENTIAL)

\_\_\_\_\_ has applied for admission to LACS Middle School. Los Altos Christian School is a non-denominational, private Christian school for grades Kindergarten Prep through eighth grade offering high academic standards. Los Altos Christian School values academic potential while nurturing a student's self-esteem through moral and character development. Your candid estimate of this student's academic performance, intellectual promise and character will help us in our admissions process. Please return this form to our office at your earliest convenience. Thank you in advance for your assistance.

Educator's Name \_\_\_\_\_ Title \_\_\_\_\_

Please explain the applicant's ability to handle successfully a comprehensive course of study.

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In comparison to other students the same age, how do you regard the applicant in the following:

	Below Average	Average	Good	Excellent
Academics	_____	_____	_____	_____
Character	_____	_____	_____	_____

Please provide examples or additional comments if you have checked "below average" or "excellent."

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LACS offers a program to address the continuing needs of struggling students with learning issues; has this student ever needed such a program? Yes \_\_\_\_\_ No \_\_\_\_\_

Does the student have current testing (within the last three years)? Yes \_\_\_\_\_ No \_\_\_\_\_ When \_\_\_\_\_

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**ACADEMIC AND PERSONAL EVALUATION: Please check the appropriate rating**

- |                                     |   |  |   |   |
|-------------------------------------|---|--|---|---|
| 1. Academic potential               | <input type="checkbox"/> limited              | <input type="checkbox"/> fair                            | <input type="checkbox"/> good                                 | <input type="checkbox"/> outstanding              |
| 2. Academic achievement             | <input type="checkbox"/> below expectations   | <input type="checkbox"/> as expected                     | <input type="checkbox"/> better than tests                    | <input type="checkbox"/> far above expectations   |
| 3. Effort/drive                     | <input type="checkbox"/> limited              | <input type="checkbox"/> sporadic                        | <input type="checkbox"/> usually good                         | <input type="checkbox"/> maximum                  |
| 4. Study habits                     | <input type="checkbox"/> poor                 | <input type="checkbox"/> fair                            | <input type="checkbox"/> good                                 | <input type="checkbox"/> excellent                |
| 5. Ability to work in a group       | <input type="checkbox"/> has great difficulty | <input type="checkbox"/> sometime has difficulty         | <input type="checkbox"/> usually effective                    | <input type="checkbox"/> always works well        |
| 6. Ability to work alone            | <input type="checkbox"/> needs much help      | <input type="checkbox"/> needs help frequently           | <input type="checkbox"/> needs help occasionally              | <input type="checkbox"/> always works well        |
| 7. Participation in a discussion    | <input type="checkbox"/> rarely contributes   | <input type="checkbox"/> wants to dominate               | <input type="checkbox"/> contributes occasionally             | <input type="checkbox"/> joins in readily         |
| 8. Written expression/content       | <input type="checkbox"/> poor                 | <input type="checkbox"/> limited                         | <input type="checkbox"/> good                                 | <input type="checkbox"/> excellent                |
| 9. Written expression mechanics     | <input type="checkbox"/> poor                 | <input type="checkbox"/> limited                         | <input type="checkbox"/> good                                 | <input type="checkbox"/> excellent                |
| 10. Ability to express ideas orally | <input type="checkbox"/> limited              | <input type="checkbox"/> has some difficulty             | <input type="checkbox"/> good                                 | <input type="checkbox"/> exceptional              |
| 11. Use of time                     | <input type="checkbox"/> uses poorly          | <input type="checkbox"/> occasionally wastes             | <input type="checkbox"/> usually uses well                    | <input type="checkbox"/> always uses effectively  |
| 12. Follows directions              | <input type="checkbox"/> rarely               | <input type="checkbox"/> needs much explanation          | <input type="checkbox"/> occasionally needs help              | <input type="checkbox"/> quickly and effectively  |
| 13. Critical thinking               | <input type="checkbox"/> limited              | <input type="checkbox"/> consistent with age             | <input type="checkbox"/> often perceptive                     | <input type="checkbox"/> exceptionally perceptive |
| 14. Seeks help when needed          | <input type="checkbox"/> rarely               | <input type="checkbox"/> occasionally                    | <input type="checkbox"/> usually                              | <input type="checkbox"/> always                   |
| 15. Attention span                  | <input type="checkbox"/> easily distracted    | <input type="checkbox"/> occasionally distracted         | <input type="checkbox"/> usually good                         | <input type="checkbox"/> exceptionally good       |
| 16. Maturity in terms of age/grade  | <input type="checkbox"/> very immature        | <input type="checkbox"/> somewhat immature               | <input type="checkbox"/> mature                               | <input type="checkbox"/> very mature              |
| 17. Integrity                       | <input type="checkbox"/> questionable         | <input type="checkbox"/> usually trustworthy             | <input type="checkbox"/> trustworthy                          | <input type="checkbox"/> highly trustworthy       |
| 18. Consideration of others         | <input type="checkbox"/> inconsiderate        | <input type="checkbox"/> usually considerate             | <input type="checkbox"/> considerate                          | <input type="checkbox"/> unusually considerate    |
| 19. Social adjustment               | <input type="checkbox"/> relates poorly       | <input type="checkbox"/> has occasional problems         | <input type="checkbox"/> healthy relationships                | <input type="checkbox"/> extremely well liked     |
| 20. Leadership potential            | <input type="checkbox"/> a follower           | <input type="checkbox"/> leads when given responsibility | <input type="checkbox"/> seeks opportunities & uses them well | <input type="checkbox"/> a natural leader         |
| 21. Attendance                      | <input type="checkbox"/> frequently absent    | <input type="checkbox"/> occasionally absent             | <input type="checkbox"/> rarely absent                        | <input type="checkbox"/> never absent             |
| 22. Classroom conduct               | <input type="checkbox"/> frequent disruptions | <input type="checkbox"/> occasional misconduct           | <input type="checkbox"/> usually good behavior                | <input type="checkbox"/> good conduct             |
| 23. Frustration level               | <input type="checkbox"/> easily frustrated    | <input type="checkbox"/> seeks much attention            | <input type="checkbox"/> somewhat tense                       | <input type="checkbox"/> stable                   |
| 24. Tardies                         | <input type="checkbox"/> frequently tardy     | <input type="checkbox"/> occasionally tardy              | <input type="checkbox"/> rarely tardy                         | <input type="checkbox"/> never tardy              |
| 25. Self confidence                 | <input type="checkbox"/> needs reassurance    | <input type="checkbox"/> overly confident                | <input type="checkbox"/> needs some support                   | <input type="checkbox"/> positive self-image      |
| 26. Fulfills responsibilities       | <input type="checkbox"/> rarely               | <input type="checkbox"/> sometimes                       | <input type="checkbox"/> usually                              | <input type="checkbox"/> always                   |
| 27. Parent cooperation              | <input type="checkbox"/> unknown              | <input type="checkbox"/> fair                            | <input type="checkbox"/> good                                 | <input type="checkbox"/> outstanding              |

How long have you known the applicant? \_\_\_\_\_

In what course(s) did you teach the applicant? \_\_\_\_\_

In what grade did you teach the applicant? \_\_\_\_\_

School \_\_\_\_\_ School Phone \_\_\_\_\_

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

Educator's Signature \_\_\_\_\_ Date \_\_\_\_\_

If deemed necessary, would you agree to us phoning you for further information regarding this applicant?

Yes  No Daytime phone number \_\_\_\_\_ Please return this form directly to:

Admissions  
LACS Middle School  
625 Magdalena Avenue  
Los Altos, CA 94024



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## PASTORAL RECOMMENDATION FORM (CONFIDENTIAL)

\_\_\_\_\_ has applied for admission to LACS Middle School.  
Applicant's full name \_\_\_\_\_ grade entering

We would welcome any comments or insights you have regarding his or her character and spiritual life. We have found a pastor's perspective quite valuable in getting to know an applicant and helping us to determine if LACS Middle School is the appropriate placement.

In what capacity and for how long have you known the applicant? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please comment on the applicant's involvement in your church or congregation:

1) On average, how many times a month does this applicant participate in church or congregationally related services or activities? \_\_\_\_\_

2) In what congregationally related activities is this applicant typically involved? \_\_\_\_\_  
\_\_\_\_\_

What involvement, if any, have you observed on the part of this applicant's parent(s) or guardian with your church or congregation? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please share with us any specific concerns or highlights you have on the character of this applicant.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of your Church or Congregation \_\_\_\_\_  
Telephone # \_\_\_\_\_

Pastor's Name \_\_\_\_\_  
*please print full name* *signature* *date*

Would you like us to phone you for further information regarding this applicant? Yes \_\_\_\_\_ No \_\_\_\_\_  
Please return this form to:

Admissions  
LACS Middle School  
625 Magdalena Avenue  
Los Altos, CA 94024





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## MATH RECOMMENDATION FORM

To be completed by the student's current math teacher.

\_\_\_\_\_ has applied for admission to LACS Middle School. Your candid estimate of this student's academic performance and intellectual promise will help in placing this student in the proper math class should he/she be accepted to LACS Middle School. Please return this form to our office at your earliest convenience. Thank you for your help.

Educator's Name \_\_\_\_\_ Date \_\_\_\_\_

Please return this form directly to: Admissions  
Los Altos Christian Schools  
625 Magdalena Avenue  
Los Altos, CA 94024

Current Math Textbook \_\_\_\_\_

Current Math Course Name \_\_\_\_\_

Current Grade in Math \_\_\_\_\_

Work Ethic (check one)

- \_\_\_\_\_ Always completes assignments to expected standards
- \_\_\_\_\_ Occasionally misses completing an assignment
- \_\_\_\_\_ Regularly misses completing assignments
- \_\_\_\_\_ Completes assignments but has great difficulty

Success on Tests

- \_\_\_\_\_ Mostly A's & B
- \_\_\_\_\_ Mostly C's
- \_\_\_\_\_ Mostly below C

Recommended placement for the next school year (Check one)

- \_\_\_\_\_ Computation Based Math Class – 6<sup>th</sup>, 7<sup>th</sup> or 8<sup>th</sup> grade (Remedial)
- \_\_\_\_\_ Grade Level math – 6<sup>th</sup> or 7<sup>th</sup> grade
- \_\_\_\_\_ Pre Algebra – 6<sup>th</sup>, 7<sup>th</sup> or 8<sup>th</sup> grade
- \_\_\_\_\_ Algebra 1 – 7<sup>th</sup> or 8<sup>th</sup> grade
- \_\_\_\_\_ Geometry – 8<sup>th</sup> grade
- \_\_\_\_\_ Math Tutoring Recommended

\_\_\_\_\_ Currently in Resource Math

\_\_\_\_\_ Currently in Grade Level Math

Additional information that might be helpful in correctly placing this student:

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Please note: Although rarely requested, a parent/guardian has the legal right to view his/her student's file. Would you like us to phone you for further information regarding this applicant?

Yes \_\_\_\_\_ No \_\_\_\_\_ Daytime Phone number \_\_\_\_\_

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