



Los Altos Christian Schools

A Ministry of Bridges Community Church

A Message from the Principal:

Los Altos Christian Schools strive to create students who achieve academic excellence, have a strong Biblical understanding, and demonstrate effective leadership skills. Our staff is committed to providing Christ-centered instruction in a loving and supportive environment. We focus on our students' strengths and encourage them to develop these to their full potential. We cultivate good writing and organizational skills in all our students. Through our arts and academics, including a highly varied exposure electives program in our middle school, we aim to help our students become well-rounded individuals.

A unique aspect of our elementary school is a multisensory program for students with mild to moderate learning differences. Our ultimate goal is to have these students successfully transfer to mainstream classrooms. For students who need continued support, the middle school offers an accommodations checklist and specialized teacher assistance.

Los Altos Christian Schools are proud to be dually accredited through the Association of Christian Schools International (ACSI) and the Western Association of Schools and Colleges (WASC). This dual accreditation means that our high academic standards are recognized by the larger professional community. Our graduates matriculate to college preparatory programs throughout the Bay Area, where historically they have met with great success.

We invite you to consider joining the LACS family. You will find that we are a welcoming, close-knit, and supportive community in Christ. Thank you for your interest in Los Altos Christian Schools-Middle School

Sincerely,

**Susan Goff, MA
Principal**



LACS MIDDLE SCHOOL
A Ministry of Bridges Community Church

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 September 1, we will be accepting applications for the 2011-2012 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.

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 completed application forms have been received.

PARENT/STUDENT OPEN HOUSE: Two evenings have been set aside for open house: **Please check our website for the dates.** 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. 124) or e-mail me at lasha.heard@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

625 Magdalena Avenue Los Altos, CA 94024
(650) 948-3738 FAX (650) 949-6092
www.lacs.com



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APPLICATION CHECKLIST

Please mail or bring in the following items so we may schedule an 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 before student can begin classes.

_____ **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 2011-2012.

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 _____

Please list the name(s), ages and grade of other children in the family in school. Please **CIRCLE** any who have and still do attended LACS.

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

Name _____ Relationship to applicant _____



LACS MIDDLE SCHOOL
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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.



LACS MIDDLE SCHOOL
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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? _____

625 Magdalena Avenue Los Altos, CA 94024
(650) 948-3738 FAX (650) 949-6092
www.lacs.com

Over

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.

LOS ALTOS CHRISTIAN SCHOOLS DO NOT PRACTICE DISCRIMINATION with regard to applicants and students on the basis of race, color, sex, or national or ethnic origin.

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.

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."

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 _____

Over

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. Tardiness | <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 – 6th, 7th or 8th grade (Remedial)
 Grade Level math – 6th or 7th grade
 Pre Algebra – 6th, 7th or 8th grade
 Algebra 1 – 7th or 8th grade
 Geometry – 8th grade
 Math Tutoring Recommended

Currently in Resource Math

Currently in Grade Level Math

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

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 _____

