



STUDENT EVALUATION REQUEST

Dear Parents,

Please complete the following section and give this form to your child's current **English** and **Math** teachers with an envelope addressed to Brookwood School, Admissions Office, One Brookwood Road, Manchester, MA 01944. It can also be emailed to admissions@brookwood.edu. Please ask your child's teachers to return this to Brookwood as soon as possible.

Student's Name: _____

Current Teacher's Name(s): _____

By signing this form, you are giving permission for Brookwood's Admissions Office to keep a digital copy of these forms on GSuite as well as allow for follow-up conversations or classroom observations that may be necessary for the completion of your child's application. Should you have any questions or concerns, please contact the Admissions Office directly.

Parent Signature: _____

Dear Teacher,

Thank you for completing the attached confidential Student Evaluation form(s) for the applicant named above and returning it to Brookwood School in the envelope provided or emailing it to admissions@brookwood.edu as soon as possible. We recommend keeping a copy of it in case for some reason it doesn't get to us.

Teacher input is a valuable part of the admissions process at Brookwood School and we very much appreciate your confidential input on behalf of this candidate. All materials submitted to Brookwood are considered confidential communications and are only reviewed by the Admissions Committee. If you have any questions or concerns, please feel free to call me at 978-526-4500. Thank you for your time and candor.

Sincerely,

Lindsay C. Murphy
Director of Admissions



Please send this form to the school to which the student is applying.

ENGLISH STUDENT EVALUATION

For students entering grades six through twelve

TO THE TEACHER: We appreciate your cooperation and candor in completing this form. It provides one way of getting to know the student and is reviewed with the full awareness that students are constantly changing and developing. Please note that we place particular value on your observations of academic ability, motivation, classroom behavior, and your descriptive comments in each area. This evaluation will be kept in strict confidence, will be reviewed only by the admission committee and will not become part of the student's permanent record. Your insights will be used solely to help inform a thoughtful admission decision which will result in the best placement for each applicant.

Section I: APPLICANT INFORMATION

Name of student _____ Current grade level _____

I have known this candidate for ___ years ___ months. Number of students in class ___ Is student generally on time for class _____

What are the first three words that come to mind to describe this candidate _____

Section II: COURSE DESCRIPTION

Course title _____ Course level: Standard Advanced N/A

If course is leveled, please briefly explain how English is sectioned in this grade _____

Texts used _____ Chapters covered _____

What additional materials, if any, are used in your program _____

How often and for how long does the class meet _____ What would be the next course recommended for this student _____

To the best of your knowledge, if the student handed in a paper late, it would probably be because the student:

procrastinates strives for perfection of expression lost the rough draft has lots of activities

does not apply; student's work is never late other, please explain _____

Which words best describe the student's thinking independent creative imitative other, please explain _____

Does this student have any particular interest or affinities you would like to share with us such as poetry, theater, creative writing _____

Section III: CHARACTER AND PERSONALITY TRAITS (Please circle best descriptor)

Table with 5 columns: Trait, consistently, usually, occasionally, seldom, Comments. Rows include: Demonstrates sense of integrity and responsibility, Respect and concern for others, Social relationship with peers, Leadership ability, Emotional stability, Response to advice or criticism, Self-confidence, Sense of humor, Self-control, Interaction with teacher/adults.

Section IV: ENGLISH SKILLS *(Please √ best descriptor)*

	Outstanding	Above average	Average	Below average	No basis for judgment	Comments
Communication Skills:						
Working vocabulary						
Oral expression						
Written expression						
Public speaking						
Reading:						
Reading aloud						
Speed						
Accuracy						
Capacity for drawing appropriate inferences						
Ability to move from literal to figurative interpretations						
Reads extensively outside classroom						
Depth of thinking about literature						
Ability to make a supporting argument about what was read						
Writing:						
Paragraph development						
Clarity and precision of expression						
Ability to organize ideas in a logical sequence						
Spelling						
Punctuation						
Grammar						
Originality of thinking/content						
Expresses thoughts imaginatively						
Ability to find/distill information						
Notes: Reading annotation						
Quality of class notes						

Additional skills covered that are not listed above:

Section V: ACADEMIC ASSESSMENT *(Please √ best descriptor)*

	Outstanding	Above average	Average	Below average	No basis for judgment	Comments
Academic Potential						
Academic Achievement						
Intellectual Curiosity						
Effort/Determination						
Self-motivation/initiative						
Creativity						
Willingness to take intellectual risks						
Prepared for class						
Commitment to homework						
Participation in class						
Quality of class notes						
Ability to express ideas orally						
Ability to express ideas in writing						
Ability to work independently						
Ability to work in small groups						
Respect accorded by faculty						
Respect accorded by peers						
Overall evaluation as a student						

Section VI: PARENT AND FAMILY INFORMATION

Has/have the parent/s of this student been:	Consistently	Usually	Occasionally	Seldom	Comments
Supportive of the student's experience					
Supportive of your school's programs/routines					
Supportive of you as a teacher					
Responsive to suggestions/guidance					
Realistic in setting educational goals					
To your knowledge, is the parent's perception of the student compatible with the school's understanding of the student					

Section VII: Closing

Please comment on this student's ability to meet the expectations of your school. Have you adjusted your program to accommodate the needs or abilities of this student?

What would be the next course recommended for this student _____

In comparison with other students you have taught, how would you recommend this applicant for admission:

	Enthusiastically	Strongly	With reservation	Not recommended
Academically				
Personally				
Overall recommendation				

Your name (print) _____ Signature _____ Date _____

School _____ Address _____

School Telephone _____ E-mail _____

Please feel free to include any additional information such as commendations, accomplishments, or outside support/enrichment that will offer a more complete picture of this applicant. You may use the space provided on the back of this form or attach additional sheets. If you would prefer to discuss this applicant by phone, please let us know a convenient time to call.

Daytime _____ Evening _____ Best time to call _____

Thank you for your candor and your thoughtful insights

Please send this form to the school to which the student is applying.

Additional Comments



Please send this form to the school to which the student is applying.

MATH STUDENT EVALUATION

For students entering grades six through twelve

TO THE TEACHER: We appreciate your cooperation and candor in completing this form. It provides one way of getting to know the student and is reviewed with the full awareness that students are constantly changing and developing. Please note that we place particular value on your observations of academic ability, motivation, classroom behavior, and your descriptive comments in each area. This evaluation will be kept in strict confidence, will be reviewed only by the admission committee and will not become part of the student's permanent record. Your insights will be used solely to help inform a thoughtful admission decision which will result in the best placement for each applicant.

Section I: APPLICANT INFORMATION

Name of student _____ Current grade level _____

I have known this candidate for ___ years ___ months. Number of students in class ___ Is student generally on time for class _____

What are the first three words that come to mind to describe this candidate _____

Section II: COURSE DESCRIPTION

Course title _____ Course level: Standard Advanced N/A

If course is leveled, please briefly explain how mathematics is sectioned in this grade _____

Texts used _____ Chapters covered thus far _____

What additional tools, if any, are used in your program (computers, calculators, manipulatives, etc.) _____

How often and for how long does the class meet _____

To the best of your knowledge, if the student missed a problem, it would have been caused by:

lack of effort problem too difficult misreading a question carelessness rarely an issue with this student

other, please explain _____

Section III: CHARACTER AND PERSONALITY TRAITS (Please circle best descriptor) Comments

Demonstrates sense of integrity and responsibility	consistently	usually	occasionally	seldom	
Respect and concern for others	consistently	usually	occasionally	seldom	
Social relationship with peers	very mature	average	somewhat immature	relates poorly	
Leadership ability	excellent	good	average	poor	
Emotional stability (relative to age)	very mature	average	somewhat immature	very immature	
Response to advice or criticism	appreciative	thoughtful	defensive	non-responsive	
Self-confidence	healthy	needs some support	seems overly confident	poor	
Sense of humor	highly developed	age appropriate	developing	poorly developed	
Self-control	excellent	usually good	occasionally disruptive	frequently disruptive	
Interaction with teacher/adults	healthy/comfortable	is uneasy	is dependent	avoids contact	

Section IV: MATHEMATIC SKILLS *(Please √ best descriptor)*

	Outstanding	Above average	Average	Below average	No basis for judgment	Comments
Facility with:						
addition/subtraction						
multiplication						
division						
fractions						
decimals						
percents						
perimeter						
area						
place value						
positive/negative numbers						
Integers						
Reasoning skills:						
algebraic						
proportional						
number sense						
estimation						
geometric						
Accuracy of computation						
Problem solving ability						
Solving non-routine problems						
Facility with tools/technology						

Additional skills covered that are not listed above:

Section V: ACADEMIC ASSESSMENT *(Please √ best descriptor)*

	Outstanding	Above average	Average	Below average	No basis for judgment	Comments
Academic Potential						
Academic Achievement						
Intellectual Curiosity						
Effort/Determination						
Self-motivation/initiative						
Creativity						
Willingness to take intellectual risks						
Prepared for class						
Commitment to homework						
Participation in class						
Quality of class notes						
Ability to express ideas orally						
Ability to express ideas in writing						
Ability to work independently						
Ability to work in small groups						
Respect accorded by faculty						
Respect accorded by peers						
Overall evaluation as a student						

Section VI: PARENT AND FAMILY INFORMATION

Has/have the parent/s of this student been:	Consistently	Usually	Occasionally	Seldom	Comments
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Supportive of your school's programs/routines					
Supportive of you as a teacher					
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Section VII: Closing

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What would be the next course recommended for this student _____

In comparison with other students you have taught, how would you recommend this applicant for admission:

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School Telephone _____ E-mail _____

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Additional Comments