



## *Encinitas Country Day School*

*3616 Manchester Avenue, Encinitas, California 92024 Telephone: (760) 942-1111*

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### **Admissions Policy Overview**

Encinitas Country Day School is a non-sectarian private school serving preschool, pre-kindergarten, kindergarten, elementary and middle school students without regard to race, gender, creed or national origin.

Our admission criteria require that children be ambulatory and physically, emotionally, developmentally and academically able to participate fully in the school program within age-appropriate parameters and without adversely affecting the quality of the program for other students attending the school.

### **Application Process**

If you are considering enrolling your student at Encinitas Country Day School we encourage you to visit the appropriate campus any weekday morning at 9:30 a.m. to tour the school and visit the classes while they are in session. After your tour, you may view a power point orientation to the school and/or meet with the school's director to get further information. During your meeting with the director, you will have an opportunity to discuss your student and any special abilities or needs he/she may have. At this point, you will be offered an admissions packet (if you have not already submitted one), and will be able to begin the admissions process as outlined below.

### **Applying Student Evaluation and Acceptance Process**

It is the goal of ECDS to assist students in meeting their highest potential. In the Lower School we support this goal by providing individualized academic instruction for both advanced and remedial learners at each grade level. In addition to our standard college-preparatory course of study, Honors English and mathematics classes are offered to eligible students at the Middle School level. Our admissions process is designed to generally determine an applying students needs and confirm the School's ability to meet those needs prior to accepting the student.

The School's admissions committee will initially assess student abilities and needs using historic progress reports, standardized test scores and individualized educational plans provided by parents and former teachers. When an applicant has special abilities the committee will consider those abilities when determining the school's ability to support the student in reaching his/her highest potential. When an applicant has special needs, the committee will consider those needs based on the student's ability to participate within acceptable physical, academic and behavior parameters for each level and the ability of the school to provide necessary support within those parameters. (To be accepted, the committee must determine that the applying student will be able to meet basic participation requirements without taking staff time needed by other students. In limited instances, full participation may be accomplished with the assistance of parent provided support.)

### **Entering Pre-Kindergarten, Kindergarten and First Grade Admissions Process**

Prior to admission, each preschool/kindergarten student will attend a pre-admittance interview with his/her parent/s or guardian. The director will assess the student to determine the needs of the child and the ability of the school to meet those needs. Periodic review of each child will assure that the best interests of the child and the other children in the school will be served. Once accepted, a completed admission packet must be returned to the school office, with all fees, prior to admission.

### **Admissions Process for Lower and Middle School Transfer Students**

Prior to admission, parent/s or guardian/s of applying students will provide a completed application packet, including recent photo, progress reports, standardized test results and any individualized educational plans that are in place. In addition, student/s will schedule and attend at least one visiting day in a current grade-level classroom. Finally, the completed application, accompanying documents and visiting day report will be forwarded to the admissions committee. The committee will initially review the application and make a decision to accept the student or to contact the parents to inform them of any concerns and seek further information prior to making a final decision on the application. In all cases, individual students will be accepted or denied based on the application, interview, historic documents and visiting teacher's report and with consideration of available positions that are age, grade, gender and needs appropriate.



# 2010-11 APPLICATION

(REQUIRED FOR ALL TRANSFER STUDENTS APPLYING FOR GRADES 2-8)

STUDENT  
PHOTO HERE

## Student Information

Student's Name: \_\_\_\_\_ Age: \_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ Parent Telephone: (\_\_\_\_) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Parent Cell Phone: (\_\_\_\_) \_\_\_\_\_

Current Grade: \_\_\_\_ Applying for Grade: \_\_\_\_ Social Security: \_\_\_\_\_ Gender: M or F

Place of Birth: \_\_\_\_\_ First Language: \_\_\_\_\_ Language Spoken in Home: \_\_\_\_\_

School Presently Attending\*: \_\_\_\_\_ Date Entered: \_\_\_\_\_

Address of School: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Present Grade Level: \_\_\_\_\_ Present Teacher: \_\_\_\_\_

School Previously Attended\*: \_\_\_\_\_ Dates: \_\_\_\_\_

Address of School: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

School Previously Attended\*: \_\_\_\_\_ Dates: \_\_\_\_\_

Address of School: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

\*May we contact these schools to request records, transcripts or additional information? Yes No

Current student performance is: At Grade Level Above Grade Level Below Grade Level

Has student been tested for learning disabilities? \_\_\_\_ If special learning needs have been identified, please provide detailed information including any assessments, recommendations and current status.

Does student have any other special needs? \_\_\_\_ If student has special needs, please describe in detail below:

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Do you have any particular reason why you believe Encinitas Country Day School will be a good match for your student? \_\_\_\_\_

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## Family Information

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Mother/Father's Name: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mother/Father's Name: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Guardian's Name: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

Guardian's Address: \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

If parents or guardians share custody, or there are any special custodial arrangements, please indicate student's primary and secondary residences and legal and physical custody below.

Student's Primary Residence is with \_\_\_\_\_  
Relationship: father, mother, guardian, step-parent (circle appropriately)

Student's Secondary Residence is with \_\_\_\_\_  
Relationship: father, mother, guardian, step-parent (circle appropriately)

Student's Physical Custody is held by \_\_\_\_\_  
Relationship: father, mother, guardian, step-parent (circle appropriately)

Student's Legal Custody is held by \_\_\_\_\_  
Relationship: father, mother, guardian, step-parent (circle appropriately)

Sibling Name: \_\_\_\_\_ Age: \_\_\_\_ Gender: \_\_\_\_ Current Student? \_\_\_\_ Applying? \_\_\_\_

Sibling Name: \_\_\_\_\_ Age: \_\_\_\_ Gender: \_\_\_\_ Current Student? \_\_\_\_ Applying? \_\_\_\_

Sibling Name: \_\_\_\_\_ Age: \_\_\_\_ Gender: \_\_\_\_ Current Student? \_\_\_\_ Applying? \_\_\_\_

Friends or Relatives who have attended Encinitas Country Day School:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Years: \_\_\_\_\_

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Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Years: \_\_\_\_\_

## **Family Familiarity with Encinitas Country Day School Checklist**

Does your family have previous experience with Encinitas Country Day School? \_\_\_\_\_

If yes, please describe: \_\_\_\_\_

Have you taken a tour of Encinitas Country Day School prior to applying? \_\_\_\_\_

Has your student visited the school and classrooms prior to applying? \_\_\_\_\_ If so, when? \_\_\_\_\_

Have you attended an orientation to Encinitas Country Day School prior to applying? \_\_\_\_\_

## **Encinitas Country Day School Familiarity with Applicant Checklist**

Are your completed Student and Family Information Sheets included with this application? \_\_\_\_\_

Has your student's completed "Student Questionnaire" been provided with this application? \_\_\_\_\_

Have you provided recent work samples with this application? \_\_\_\_\_

Have you provided recent transcripts, grades, and test results with this application? \_\_\_\_\_

Has your student had an opportunity to visit a classroom for a day? \_\_\_\_\_

Has your student attended an interview meeting with the director of the school? \_\_\_\_\_

## **Billing Information**

Billing Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

I certify that I am the person legally responsible for the applicant/student and that the information submitted in this admission process is factually true and honestly presented.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Student Questionnaire for Lower School Transfer Students

Student Name: \_\_\_\_\_ Age: \_\_\_\_\_ Grade: \_\_\_\_\_

Your parents would like you to attend Encinitas Country Day School. Please help us get to know you by answering the following questions.

Do you like school? \_\_\_\_\_ Why? \_\_\_\_\_

Please tell us what you like to do when you are not at school.

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Please tell us about your best friend. What do you like about him or her?

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What do you like most about the school you are attending.

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Why do you think your parents would like you to change schools?

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If you have visited our school, tell us what you did when you visited.

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Which subjects are your best subjects?

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Do you like to read? \_\_\_\_\_ What do you like to read about?

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Do you like to learn new things? \_\_\_\_\_ What would you like to learn about?

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What do you think you will like most about going to Encinitas Country Day School.

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