

Student's full name

Date

CONFIDENTIAL STUDENT REFERENCE FORM

This form should be completed by the head of school and the student's class teacher

Haut-Lac International Bilingual School is committed to ensuring it can fully address each student's personal and academic needs. Please complete and return the following form to admissions@haut-lac.ch to help us evaluate the applicant.

This student is applying to the Haut-Lac International Bilingual School in Switzerland for coming school year. Haut-Lac is an academically challenging International day & boarding school. A full and candid report from the teacher is essential if the student is to be given fair consideration.

We therefore ask for a careful rating of, and comments about, their character and ability by school officials who know the student well. An incomplete recommendation may hinder the student's chances for admission.

School name and address

Contact email and phone number

Name of Head of School
 completing the form

May we contact you about this
 recommendation?

YES NO

Which of the following corresponds to the student's current grade?

AGE	HAUT-LAC	CH	FR	UK	US	OTHER
3/4	<input type="checkbox"/> E1	<input type="checkbox"/> -	<input type="checkbox"/> MATERNELLE	<input type="checkbox"/> PRESCHOOL	<input type="checkbox"/> PRE-KINDERGARTEN	<input type="checkbox"/>
4/5	<input type="checkbox"/> E2	<input type="checkbox"/> 1 HARMOS	<input type="checkbox"/> MOYENNE SECTION	<input type="checkbox"/> RECEPTION	<input type="checkbox"/> PRE-KINDERGARTEN	<input type="checkbox"/>
5/6	<input type="checkbox"/> E3	<input type="checkbox"/> 2 HARMOS	<input type="checkbox"/> GRANDE SECTION	<input type="checkbox"/> Y1	<input type="checkbox"/> KINDERGARTEN	<input type="checkbox"/>
6/7	<input type="checkbox"/> P1	<input type="checkbox"/> 3 HARMOS	<input type="checkbox"/> CP	<input type="checkbox"/> Y2	<input type="checkbox"/> GRADE 1	<input type="checkbox"/>
7/8	<input type="checkbox"/> P2	<input type="checkbox"/> 4 HARMOS	<input type="checkbox"/> CE1	<input type="checkbox"/> Y3	<input type="checkbox"/> GRADE 2	<input type="checkbox"/>
8/9	<input type="checkbox"/> P3	<input type="checkbox"/> 5 HARMOS	<input type="checkbox"/> CE2	<input type="checkbox"/> Y4	<input type="checkbox"/> GRADE 3	<input type="checkbox"/>
9/10	<input type="checkbox"/> P4	<input type="checkbox"/> 6 HARMOS	<input type="checkbox"/> CM1	<input type="checkbox"/> Y5	<input type="checkbox"/> GRADE 4	<input type="checkbox"/>
10/11	<input type="checkbox"/> P5	<input type="checkbox"/> 7 HARMOS	<input type="checkbox"/> CM2	<input type="checkbox"/> Y6	<input type="checkbox"/> GRADE 5	<input type="checkbox"/>
11/12	<input type="checkbox"/> MYP1	<input type="checkbox"/> 8 HARMOS	<input type="checkbox"/> 6ème	<input type="checkbox"/> Y7	<input type="checkbox"/> GRADE 6	<input type="checkbox"/>
12/13	<input type="checkbox"/> MYP2	<input type="checkbox"/> 9 HARMOS	<input type="checkbox"/> 5ème	<input type="checkbox"/> Y8	<input type="checkbox"/> GRADE 7	<input type="checkbox"/>
13/14	<input type="checkbox"/> MYP3	<input type="checkbox"/> 10 HARMOS	<input type="checkbox"/> 4ème	<input type="checkbox"/> Y9	<input type="checkbox"/> GRADE 8	<input type="checkbox"/>
14/15	<input type="checkbox"/> MYP4	<input type="checkbox"/> 11 HARMOS	<input type="checkbox"/> 3ème	<input type="checkbox"/> Y10	<input type="checkbox"/> GRADE 9	<input type="checkbox"/>
15/16	<input type="checkbox"/> MYP5	<input type="checkbox"/> GYMNASE 1	<input type="checkbox"/> 2ème	<input type="checkbox"/> Y11	<input type="checkbox"/> GRADE 10	<input type="checkbox"/>
16/17	<input type="checkbox"/> IB1	<input type="checkbox"/> GYMNASE 2	<input type="checkbox"/> 1ère	<input type="checkbox"/> Y12	<input type="checkbox"/> GRADE 11	<input type="checkbox"/>
17/18	<input type="checkbox"/> IB2	<input type="checkbox"/> GYMNASE 3	<input type="checkbox"/> TERMINALE	<input type="checkbox"/> Y13	<input type="checkbox"/> GRADE 12	<input type="checkbox"/>

Is the student enrolled in the grade or year
 corresponding to their age?

YES NO

Has the student regularly attended school
 during the past academic year?

YES NO

How many years has the student spent at the
 current school?

If no, please provide the number of days
 they has been absent

ACADEMIC QUALITIES

Academic ability

- Outstanding
- Good
- Average
- Below average

Written expression of ideas

- Ideas and mechanics excellent
- Ideas good, mechanics fair
- Ideas fair, mechanics good
- Ideas and mechanics poor

Intellectual curiosity

- Strong and varied
- Good
- Occasional
- Limited

Uses suggestions

- Always
- Usually
- Sometimes
- Rarely

Academic achievement

- Far above expectations
- Better than expected
- As expected
- Below expectations

Ability to work with others

- Always works well
- Usually effective
- Sometimes unable to cope
- Has great difficulty in a group

Concentration

- Exceptional
- Usually good
- Occasionally distracted
- Easily distracted

Seeks help

- Always
- Usually
- Sometimes
- Rarely

Oral expression of ideas

- Exceptional
- Good
- Only when called on
- Wants to dominate
- Rarely contributes

Ability to work independently

- Always works alone
- Needs help occasionally
- Needs help frequently
- Requires supervision

Study habits

- Well organized
- Organized
- Easily distracted
- Poor

Effort and drive

- Outstanding
- Good
- Sporadic
- Occasional

PERSONAL QUALITIES

Conduct

- Well behaved
- Usually obeys rules
- Occasionally misbehaves
- Frequently misbehaves

Social adjustment with peers

- Healthy relationships
- Occasional minor problems
- Frequent minor problems
- Relates poorly

Consideration of others

- Unusually thoughtful
- Usually considerate
- Rarely considerate
- Selfish

Sense of humour

- Delightful
- Good
- Inappropriate
- Humourless

Integrity

- Very trustworthy
- Usually trustworthy
- Occasionally trustworthy
- Not trustworthy

Self-confidence

- Has healthy self-image
- Needs some support
- Needs much reassurance
- Appears overly confident

Maturity

- Very mature
- Appropriate
- Somewhat immature
- Very immature

Attitude of parents

- Cooperative
- Uninvolved
- Overly protective
- Antagonistic

PERSONALITY TRAITS

Check the words that best describe the student.

- | | | | | |
|-------------------------------------|---|--|---|-------------------------------------|
| <input type="checkbox"/> Aggressive | <input type="checkbox"/> Conscientious | <input type="checkbox"/> Influential | <input type="checkbox"/> Passive aggressive | <input type="checkbox"/> Shy |
| <input type="checkbox"/> Anxious | <input type="checkbox"/> Disobedient | <input type="checkbox"/> Irritable | <input type="checkbox"/> Perfectionist | <input type="checkbox"/> Social |
| <input type="checkbox"/> Articulate | <input type="checkbox"/> Easily discouraged | <input type="checkbox"/> Manipulative | <input type="checkbox"/> Positive leader | <input type="checkbox"/> Tenacious |
| <input type="checkbox"/> Assertive | <input type="checkbox"/> Follower | <input type="checkbox"/> Motivated | <input type="checkbox"/> Responsible | <input type="checkbox"/> Vivacious |
| <input type="checkbox"/> Cheerful | <input type="checkbox"/> Helpful | <input type="checkbox"/> Negative leader | <input type="checkbox"/> Self-centered | <input type="checkbox"/> Well-liked |
| <input type="checkbox"/> Confident | <input type="checkbox"/> Honest | <input type="checkbox"/> Over-protective | <input type="checkbox"/> Self-disciplined | |

Student's full name

Please describe in a few words the student's attitude towards learning and how they relate to the school environment.

Do you have any concerns regarding the student's behaviour? If so, please provide details.

What are the student's academic strengths and weaknesses and how does he/she rank versus other students at the current school?

Please comment on the student's participation in after school activities and his/her contribution to school life.

Have the student's parents been supportive and cooperative towards the current school?

YES NO

Is the student currently receiving any type of learning support or therapy?

YES NO

If yes, please indicate:

Speech therapy Occupational therapy Physical therapy
 Educational psychologist Counselling Psychotherapy
 Learning support Other (please specify):

Frequency of support/therapy sessions

session of minutes per day / week / month

Does the student require additional support in the classroom?

YES NO

Does the student follow a modified curriculum?

YES NO

If yes, what modifications have been made?

Does the student have an Individual Education Plan?

YES NO If yes, please attach a copy.

Please provide any additional information you think may help us better evaluate the student.

Are the family up-to-date with the payment of school fees and applicable charges?

YES NO

I recommend this student for admission to Haut-lac International Bilingual School:

With enthusiasm
 With reservation
 I do not recommend this student

LANGUAGE SKILLS

- where applicable -

How would you describe the candidate's proficiency in **English**?

- Beginner Lower intermediate Intermediate
 Advanced Native language

Which of the following statements do you feel would be most appropriate for this student?

- This student can follow all academic lessons in English with ease
 This student can follow academic lessons, but would need some EAL support.
 None of the above, this student is starting to learn English and requires EAL support to access a curriculum taught in English.

How would you describe the level of the candidate's proficiency in **French**?

- Beginner Lower intermediate Intermediate
 Advanced Native language

Which of the following statements do you feel would be most appropriate for this student?

- This student can follow all academic lessons and will not need additional FLA support
 This student can follow academic lessons, but would need some FLA support.
 None of the above, this student is starting to learn French and requires FLA support to access a curriculum taught in French.

Comments:

MATHS SKILLS

Please comment on the student's mathematics level and provide information on particular strengths or weaknesses.

Academic ability

- Outstanding Good Average Below average

Comments: