



**HIGHLANDS**  
**MICRO SCHOOL**

**Teacher Evaluation**

**Grades 1-5**

Dear Parent: As part of the admissions process for Highlands Micro School, we are requesting an evaluation from the applicant's current teacher. This form must be submitted in order to complete the application process. Please fill in and sign the top part of this form and then give it to your child's teacher along with a stamped return envelope. All evaluations are confidential and must be mailed directly to us from the school. A copy of your child's most recent report card must be submitted as well. Thank you for your cooperation.

Applicant's Name \_\_\_\_\_

Current School's Name & Address \_\_\_\_\_  
\_\_\_\_\_

Parent's Signature \_\_\_\_\_

Dear Teacher: It is very important to all of us that this child's next school placement be the most appropriate one for both the student and his/her family. We very much appreciate you taking the time to give us an evaluation of this student's emotional, social and academic readiness for our program. Your observations will be held in the strictest confidence and do not become a part of a student's permanent record. Thank you very much for your assistance.

<b>Work Habits</b>	<b>Consistently</b>	<b>Usually</b>	<b>Sometimes</b>	<b>Rarely</b>
Shows motivation				
Is self disciplined				
Follows directions				
Works to his/her potential				

Demonstrates independence				
Can work cooperatively				
Uses time wisely				
Stays on task				
Has creative qualities				
Works to his/her potential				
<b>Character</b>	<b>Consistently</b>	<b>Usually</b>	<b>Sometimes</b>	<b>Rarely</b>
Assumes responsibility for his/her actions				
Displays leadership qualities				
Is self confident				
Shows concern for others				
Displays age appropriate maturity				
Takes initiative				
Willing to accept constructive criticism				
Is respectful with peers				
Show respect to				

adults				
Has a positive attitude				

**General Comments**

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<b>Family Information</b>	<b>Consistently</b>	<b>Usually</b>	<b>Sometimes</b>	<b>Rarely</b>
Communicates frequently and openly with the school				
Participates in school sponsored activities				
Follows and supports school policies				
Financial obligations are met in a timely manner (if applicable)				

How long have you known this child? \_years \_months

Additional Comments

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Teacher's Name \_\_\_\_\_ Telephone # \_\_\_\_\_

Teacher's Signature \_\_\_\_\_

**Please return this form no later than January 31, 2017 directly to: Highlands  
Micro School 3719 Perry Street, Denver CO 80212**