



## **ADMISSIONS POLICY**

Brookfield is an accelerated school. Prospective students must demonstrate strong academic ability and present a past record of scholastic achievement to be considered for admission. Admission is also based on an assessment of the student's interests, talents, character, enthusiasm for learning, and motivation.

Brookfield School admits students without regard to race, religion, color, national or ethnic origin, sex, or physical handicap to all rights and privileges, programs, and activities available to students.

## **PROCEDURES FOR APPLYING TO BROOKFIELD SCHOOL**

1. Complete the application and return it to the school. Please attach a picture of your child to the application and a check for \$100 payable to Brookfield School for the assessment fee. Apply early if you want consideration for a place at Brookfield. We may not have places available in certain grades, but will maintain a waiting list of qualified applicants.
2. Please give your child's current teacher the teacher recommendation form and a stamped envelope. This form is to be mailed directly to Brookfield School by the teacher.
3. Make an appointment for an admissions interview/placement test administered by the school principal. New families should note that siblings of current students and children currently enrolled in the Brookfield Preschool are given first priority for available places in the class, but all applicants must qualify for acceptance through the interview/placement test process.
4. Open enrollment for new applicants begins February 16<sup>th</sup>. New students may be accepted to Brookfield at any time of year, so long as space is available in the class.
5. Some children demonstrate high aptitude and enthusiasm for learning, and may be high performers at their current school, but may lack the academic foundation or social-emotional readiness to manage accelerated school. New students are not placed by age or previous grade level, but by their performance on Brookfield's proprietary admissions assessment. This ensures the "best match" for the student's grade placement if accepted.
6. Accepted students are mailed a Letter of Acceptance and Registration Agreement within a month from the Admissions Assessment. Transfer students who are accepted mid-year have the option to spend a day or two as our guest at the suggested grade level prior to registering.
7. The student is not enrolled at Brookfield until the Registration Agreement is fully executed, and a \$500 tuition deposit and \$150 registration and enrollment fees have been received. These fees are non-refundable. The tuition deposit is applied toward the total tuition due for the school year. Late registrations received after the due date indicated on the Letter of Acceptance will incur an increase in tuition of \$1,000 for the year if there is still a place available in the class.



**BROOKFIELD SCHOOL**

**6115 Riverside Blvd.**

**Sacramento, CA 95831**

**(916) 442-1255**

**ADMISSIONS APPLICATION FOR THE \_\_\_\_\_ SCHOOL YEAR for Grade \_\_\_\_\_**

Student's first name \_\_\_\_\_ Last Name \_\_\_\_\_ Middle \_\_\_\_\_

Prefers to be called \_\_\_\_\_ Current Age \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Current School (if applicable) \_\_\_\_\_

**Custodial Parent/Guardian Information**

**Parent #1** First name \_\_\_\_\_ Last Name \_\_\_\_\_

Preferred Email address for teacher/school communication \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Primary Phone Number (\_\_\_\_\_) \_\_\_\_\_ Occupation \_\_\_\_\_

**Parent #2** First name \_\_\_\_\_ Last Name \_\_\_\_\_

Preferred Email address for teacher/school communication \_\_\_\_\_

Primary Phone Number (\_\_\_\_\_) \_\_\_\_\_ Occupation \_\_\_\_\_

Address (if different) \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

**Other Child Care Providers:** Does someone other than the custodial parent(s) care for your child at home?

No

Yes

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Language(s) Other than English Spoken at Home \_\_\_\_\_

Does your child have any special health concerns? (Include dietary, allergies, medications, and vision/hearing)

No

Yes, describe \_\_\_\_\_

Has your child ever been diagnosed *or recommended for evaluation* for any of the following:

Autism

ADD/ADHD

Speech Therapy

Other Learning or Social-Emotional \_\_\_\_\_

**Pre-First (Accelerated Kindergarten Applicants)**

Is your child currently enrolled in preschool?

- Yes. Name of School \_\_\_\_\_ City \_\_\_\_\_
- No

**Transfer Students Applying to Grades 1 - 8**

How many schools has your child previously attended? (Do not include Preschool)

- 1 - 2
- 3 or more

Current/Last school \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Special Programs (GATE, Language immersion, Montessori, etc.) \_\_\_\_\_

Reason for Changing Schools \_\_\_\_\_

What other school(s) have you applied to or are you considering at this time?

\_\_\_\_\_

Do you need regular Daily Before or After School Care? Note: Our School Day is 8:50 AM - 3:20PM

- No
- Yes, Mornings only
- Yes, After School only
- Yes, Both Mornings and After School

Family Members who currently attend Brookfield School or Brookfield Preschool:

Name \_\_\_\_\_ Grade \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Grade \_\_\_\_\_ Relationship \_\_\_\_\_

What are your child's favorite activities? .

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What concerns/questions do you have about our school?

\_\_\_\_\_  
\_\_\_\_\_

**Additional Information**

How did you hear about Brookfield School? Please check all that apply.

- Brookfield Legacy: The applicant’s parent or close relative is a Brookfield alumnus  
Name of Person(s) \_\_\_\_\_
- Parent of former Brookfield graduate recommended the school
- Parent of a current Brookfield student recommended the school  
Name of person(s) \_\_\_\_\_
- Family, Friend, or Colleague Recommendation
- Internet Search
- Media Advertising (Radio, TV, Magazine, etc. )
- Drive by/Live near school

What have you heard from these sources that interests you the most about our school?

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Would you like information about our Financial Aid Program?

- No
- Yes

Families who receive tuition assistance are required to give back to the school through service. All Brookfield school parents are encouraged to be engaged and participate in their child’s school life. Do you have special skills or resources that could benefit our school community? Please list:

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Are you generally available to help during school hours?

- No
- Yes

Are you generally available to help work evenings and/or weekends?

- Evenings
- Weekends

**TEACHER RECOMMENDATION FORM: Confidential, please do not give to parents.**

**Please mail to: Admissions Office, Brookfield School, 6115 Riverside Blvd.,  
Sacramento, CA 95831**



**Student Name** \_\_\_\_\_

**Your Name** \_\_\_\_\_

**School Name and City** \_\_\_\_\_

**Type of School:** \_\_\_ Pre-school \_\_\_ Public \_\_\_ Charter \_\_\_ Private Religious \_\_\_ Private Independent \_\_\_ Other

How long have you known this student? \_\_\_\_\_ Are you the student's primary teacher? \_\_\_\_\_

Special program(s) or services the student participates in (GATE, Waldorf, Montessori, IEPs, etc.)

\_\_\_\_\_

What are the student's greatest strengths? \_\_\_\_\_

\_\_\_\_\_

What are the student's biggest challenges? \_\_\_\_\_

\_\_\_\_\_

Rate the student's general academic performance in comparison to the peer group:

- Exceptional - Consistently Exceeds Grade Expectations
- Strong Academically - Consistently Meets Grade Expectations
- Average
- Below Average

Rate the student's general behavior in comparison to the peer group:

- Excellent Behavior
- Above Average
- Average
- Needs Frequent Redirection (specify) \_\_\_\_\_

Student Attendance and Tardiness Record: (Check all that apply)

- Excellent Attendance
- Average Attendance Record
- Frequently Absent
- Frequently Late for School

Additional Comments:

\_\_\_\_\_

\_\_\_\_\_