

Elementary New Student Registration Checklist

Thank you for your interest in attending BCA!

The following items are posted on our website for your convenience:

- New Student Application
- Student Medical Information and Health History Form
- Teacher Assessment of Child
- Parent Assessment of Child
- Philosophy of Education
- Statement of Faith
- Parent Commitment
- School Fees and Financial Information

Please complete and/or submit the following items in order to be considered for enrollment at BCA. All of the items must be on file before a student is permitted to begin school.

- New Student Application
- Copy of photo id (passport, residency permit, etc.)
- Official Academic/Behavioral Transcript from school most recently attended
- Parent Commitment Form
- Student Medical Information and Health History Form with Immunization Records (DTP, MMR, and Polio are required prior to enrollment).
- Teacher Assessment of Child (if child has previously attended school)
- Parent Assessment of Child
- Registration Fee

All applications will be treated as confidential.

New Student Application

Please print the following information:

Date _____ Grade level for next school year _____

Family Name of Student _____

First Name _____ Middle Name _____

Birth date Month _____ Day _____ Year _____ Male _____ Female _____

Place of Birth City _____ State _____ Country _____

Citizenship _____ Passport # _____

Date of Issue _____ Place of Issue _____ Expiration Date _____

Student's First Language _____ Other Languages Spoken _____

Primary Language Spoken at Home _____

Current Local Address _____

Home Phone _____ Mobile Phone _____

E-mail _____ Fax # _____

FATHER

MOTHER

Name _____

Citizenship _____

Employer _____

Address _____

Office Phone _____

Religion _____

Parents' marital status (optional)

___ Married ___ Separated ___ Divorced ___ Remarried ___ Single

Brothers and Sisters

Name _____ Birth date _____ School _____

Name _____ Birth date _____ School _____

Name _____ Birth date _____ School _____

Name _____ Birth date _____ School _____

Name and Location of Last Three Schools Attended (if applicable)

1. Name _____ Location _____ Dates _____

Language of Instruction _____ Grade(s) Studied _____ Grades Completed _____

2. Name _____ Location _____ Dates _____

Language of Instruction _____ Grade(s) Studied _____ Grades Completed _____

3. Name _____ Location _____ Dates _____

Language of Instruction _____ Grade(s) Studied _____ Grades Completed _____

Has your child ever skipped or repeated a grade? _____

If yes, please explain _____

Has your child ever received remedial help, or been placed in a special education program? Yes No

If yes, please describe _____

Does your child have any physical, emotional or educational difficulties which may affect his/her performance in school? Yes No

If yes, please describe _____

Please describe any special factors in your child's life (e.g. absence of a parent, disability of a parent, debilitating accident or illness, adoption, etc.)

BCA Kindergarten Readiness Checklist.

Kindergarten is an exciting time for both parents and children. When your child has reached the age of four or five (by September 1st of the year you would like them to enter) you can use the following checklist to help them to prepare for the start of school. Mastery of each item on the list is not expected. Most four or five year olds will not score 100%. Instead, this checklist can indicate areas of strength and weakness to consider in deciding if your child is ready to apply for admission to kindergarten.

Please use the following scale to evaluate what your child can do:

Y: Yes N: Not Yet

Self Help Skills

- Uses the bathroom alone and completes accompanying hygiene tasks
- Dresses self (Puts on coat, fastens snaps, buttons and zippers)
- Tells full name and age when asked

Social/ Emotional Skills

- Separates from parents without excessive upset
- Plays/ shares with other children
- Attempts new tasks knowing its ok to make a mistake
- Attends to an adult directed task for at least five minutes
- Listens without interrupting while some else speaks
- Interacts appropriately with adults
- Recognizes and responds to other people's feelings
- Uses "Please" and "thank you"

Language skills (Expressive and receptive)

- Expresses needs and wants verbally
- Speaks in complete sentence (5-6 Words)
- Is generally understood by adults
- Uses words, not physical action to express emotions such as anger
- Understands and follows two step directions
- Understands positional vocabulary (i.e. on top of, below, next to)

Fine Motor Skills

- Holds pencil/ crayon in a non fistful grip
- Able to control scissors to complete an intentional task
- Traces lines and basic shapes
- Copies basic figures such as circle, square and straight line

Gross Motor Skills

- Runs and skips
- Jumps with feet together
- Hops while balancing on one foot
- Climbs stairs with alternating feet
- Walks backwards
- Bounces a large ball
- Attempts a two handed catch of a large ball

Math Skills

- Counts from 1 to 10
- Recognizes/ identifies basic shapes (Square, circle, triangle, rectangle)
- Beginning to count with one to one correspondence
- Sorts items by one or more attributes
- Identifies the following colors: black, blue, brown, green, orange, red, purple, yellow.

Literacy/ Phonic Awareness skills

- Enjoys being read to/listening to stories
- Recognizes environmental print (Familiar logos, signs, and words)
- Recites the alphabet
- Identifies some letters
- Identifies some alphabet letters
- Identifies the beginning of some words
- Recognizes own name in print
- Tries to write own name or other ideas by using symbols or letters
- Can draw a picture to express an idea
- Listens to stories without interrupting
- Recognizes rhyming sounds
- Understands actions have both causes and effects
- Shows understanding of general times of day.

Parent Commitment

Enrollment at Bucharest Christian Academy (BCA) includes a commitment on the part of the parents. It is important that the Christian perspective of the school be understood and supported. Please read the following statements and indicate your willingness to work within the parameters of the school and its policies.

1. I have read and understand the Statement of Faith and the Philosophy of Education.
2. I promise not to propagate or promote any religious views in the BCA community which are contrary to the school's Statement of Faith.
3. I understand that the school will seek to promote Christianity and Christian ideals in every facet of the school's life.
4. I understand that the school, through its teachings, will encourage but not coerce students to commit their lives to Jesus Christ.
5. I will do my best to support and encourage my child to mature in his/her Christian walk while attending BCA.
6. I promise to work with my child's teacher in all areas of instruction to make his/her years at BCA the best possible educational experience.

Signed _____ Date _____
Parent's Name

Signed _____ Date _____
Parent's Name

In addition, I understand that Bucharest Christian Academy (BCA), although authorized to award an American Diploma of Completion, is not accredited according to the Romanian Ministry of Education. Therefore, BCA will not provide documents to any Romanian educational institution. For students transferring to schools outside of Romania, or international schools in Romania, BCA will forward any transcripts and report cards requested.

Signed _____ Date _____
Parent's Name

Signed _____ Date _____
Parent's Name

Philosophy of Education

The philosophy of BCA is based on a God-centered view that the Bible is the inspired word of God as affirmed in our Statement of Faith. The educational process touches every area of life - physical, emotional, moral, intellectual, social, and spiritual - in training the student to live wisely in an increasingly complex world. BCA affirms and encourages the pursuit and examination of ideas, knowledge and truth in an open forum, evaluating these by the biblical principles. The Bible speaks to all areas of life, and is essential in the development of an educated person.

Our school motto from Philippians 2:15-16a says, 'So that you may become blameless and pure, children of God without fault in a crooked and depraved generation, in which you shine like stars in the universe as you hold out the word of life'. Our goal is to prepare our students to be creative, critical thinkers, academically prepared for the post-secondary education of their choice, fulfilling God's purpose for their lives personally and vocationally, with their own sense of worth and acceptance of the worth of others. In order to accomplish the goal BCA recognizes that:

- Parents are responsible for the education and training of their children.
- BCA becomes a partner with the parents by providing formal education in accordance with the Statement of Faith, policies and curriculum.
- Learners are precious individuals with God-given uniqueness who are encouraged to develop to their full potential. (Matt. 19:13-14; Psalms 149:13-17)
- The Director, teachers, administrators, and other staff members are vital contributors to the growth and learning process of the individual child. (2 Tim. 2:1,2)

BCA Endeavors to:

- Maintain high academic standards and goals (Col. 3:23)
- Create a nurturing environment with sufficient structure and discipline to promote effective learning.
- Create an environment conducive to developing a feeling of worth in each individual.
- Foster an appreciation of and respect for Romania as well as for ethnic diversity within the school. (Rev.7:9)
- Weave biblical principles throughout the whole school experience. (2 Tim. 2:15; 3:16,17)
- Utilize the best-integrated curriculum available.
- Employ or permit activities that are congruent with our philosophy.
- Encourage each student to develop physically, socially, and spiritually, as Jesus grew in wisdom and stature, and in favor with God and man. (Luke 2:52)
- Create an awareness of the different Christian ministries of the BCA community. (1 Cor. 12:12)
- Care for the well-being of the teaching staff. (John 13:34)

Statement of Faith

From its founding the students, teachers, and leadership of Bucharest Christian Academy, though from varied denominational and cultural backgrounds, have exhibited a unique spirit of harmony. Recognizing and welcoming our diversity, we call one another to continued unity in Christ, affirming together that we believe:

1. The Scriptures, both Old and New Testament, to be the inspired Word of God, without error in the original writings, the complete revelation of His will for the salvation of men. It is the supreme and final authority in all matters on which it speaks. (Matthew 5:17-19; II Peter 1:21; Acts 17:11; II Tim. 3:16)
2. In one God, Creator of all things, infinitely perfect and eternally existing in three persons, Father, Son, and Holy Spirit. (Exodus 20:3; Deut. 6:4; Matthew 28:19)
3. That Jesus Christ is true God and true man, having been conceived of the Holy Spirit and born of the Virgin Mary. He died on the cross as a sacrifice for our sins according to the Scriptures. Further, He arose bodily from the dead, and ascended into heaven, where at the right hand of God the Father, He now is our High Priest and Advocate until His return to earth in power and glory. (Matthew 1:23-25; John 1:1-4; Rom. 5:8,9; Acts 2:23,33; Phil. 2:6-8; Heb. 7:25)
4. That the ministry of the Holy Spirit is to glorify the Lord Jesus Christ, and includes convicting men of sin, regenerating the repentant, and indwelling, guiding, instructing, and empowering the believer for godly living and service. (John 16:7-15; 1 Cor. 2:1-16; Rom. 8 & 12; 1 Cor. 12-14; Eph. 5:18)
5. That man was created in the image of God but because of sin is now lost and can obtain salvation and spiritual life only through regeneration by the Holy Spirit. (Gen. 1:27; Rom. 3:9-20, 5:12; Eph. 2:8,9)
6. That the shed blood of Jesus Christ and His resurrection provide the only ground for justification and new life for all who believe. Only those who receive Jesus Christ are born of the Holy Spirit and thus become children of God. (1 Peter 3:18; John 1:12,13; Rom. 6:4,5)
7. That all such believers are united together in the body of Christ, of which He is the head. (1 Cor. 12:12,13; Eph. 4:15,16; Col. 2:19)
8. In the bodily resurrection of the dead: the believer to everlasting blessedness and joy with the Lord, the unbeliever to everlasting judgment and condemnation. (Rev. 20:12)

Student Medical Information and Health History Form

Please *carefully* complete the following information about your child's health. This is very important in case of an emergency.

Name of Student _____ Birth Date _____ Sex _____
(day/month/year)

Parent(s) or Guardian(s) _____

Home Address _____

Home Phone # _____ Mobile Phone # _____

Business/office phone # _____ Email Address _____

Parent's Company/Organization _____

In the event of an emergency, if parent are not available, please notify:

Name _____ Phone # _____

Relationship to Student _____

Physician (local) _____ Phone # _____

Immunization Record

Vaccine Type

Month/Year each dose was administered

	1 st dose	2 nd dose	3 rd dose	4 th dose	5 th dose	6 th dose
Diphtheria, Pertusses, and Tetanus (DPT/DT and/or DtaP)						
Polio—indicate if oral or inactivated monovalent or trivalent						
Measles						
Mumps						
Rubella (German measles)						
Other (please list)						

Indicate if the student has had any of the following (include date if known):

Illness	Date	Illness	Date	Allergies	Yes	No
Past concussions		Kidney disease		Asthma		
Past skull fractures		Fainting spells		Insects/bee stings		
Neck injury		Epilepsy or seizures		Hay fever		
Diabetes		German measles		Penicillin		
Chronic nose bleeds		Mumps		Sulfonamides		
Chicken pox		Scarlet fever		Aspirin		
Malaria		Rheumatic fever		Foods (list below)		

Date of last physical and vision screening: _____

(Physicals/vision checks are required before entrance to Kindergarten and 7th grade.)

List any food or other allergies or illnesses _____

Does your child wear eyeglasses/contacts? Yes ___ No ___

Does your child wear a hearing aid? Yes ___ No ___

Does your child take routine medications? Yes ___ No ___

Medication: _____ Dosage: _____

(If your child is on regular medication, we strongly recommend keeping a 3 day supply—labeled with name of child, name of medication, and dosage—at the BCA office. It will only be used in the event of emergency, and will be returned to you at the end of the school year.)

Has this child ever had any operations or serious injuries? Yes ___ No ___

If yes, please explain _____

Please indicate any other conditions or disabilities which would affect the student's participation in the total school program, including sporting activities: _____

May your child be given Tylenol (acetaminophen) or Advil (ibuprofen) at the receptionist's/Director's discretion? Yes ___ No ___

Parent Authorization

In the event that I cannot be reached in an emergency, I hereby give permission for the school to secure treatment for my child named above and I assume financial responsibility for treatment.

Parent Signature

Date

**Teacher Assessment & Insights
For Students Entering Kindergarten through Sixth Grade**

NAME OF APPLICANT: _____ BIRTHDATE: _____

APPLICATION FOR GRADE: ____ I HAVE KNOWN THE APPLICANT FOR _____ YEARS/MONTHS.

MY RELATIONSHIP HAS BEEN THAT OF: _____ DATE _____

TO THE TEACHER OR SCHOOL DIRECTOR: We appreciate your insights concerning this child. This form is used with the understanding that your observations are limited to the school setting. All of your comments will remain confidential.

Important: Place your check marks to the right, left or in the center of any column to reflect gradations within each category.

SOCIAL DEVELOPMENT	Usually	Sometimes	Seldom
Is supportive of peers	1-----2-----3-----4-----5		
Is comfortable interacting with adults	1-----2-----3-----4-----5		
Appropriately handles frustration with peers	1-----2-----3-----4-----5		
Appropriately handles frustration with adults	1-----2-----3-----4-----5		
Plays well independently	1-----2-----3-----4-----5		
Works well independently	1-----2-----3-----4-----5		
Cooperates in classroom activities	1-----2-----3-----4-----5		
Cooperates in play	1-----2-----3-----4-----5		
Shares well	1-----2-----3-----4-----5		
Initiates play activities	1-----2-----3-----4-----5		
Is imaginative	1-----2-----3-----4-----5		
Has capacity to lead	1-----2-----3-----4-----5		
Has capacity to follow	1-----2-----3-----4-----5		

PHYSICAL DEVELOPMENT

	Outstanding	Age-Appropriate	Needs Development
Small muscle control & coordination	1-----2-----3-----4-----5		
Large muscle control & coordination	1-----2-----3-----4-----5		
Eye-hand coordination	1-----2-----3-----4-----5		
Use of Left and Right as references	1-----2-----3-----4-----5		
General Health – check one: excellent	seldom ill	occasionally ill	frequently ill
Handedness – check one: left	right	ambidextrous	undecided

INTELLECTUAL DEVELOPMENT

	Outstanding	Age-Appropriate	Needs Development
Attention Span	1-----2-----3-----4-----5		
Concept of a Printed Word / Word Parts	1-----2-----3-----4-----5		
Visual Discrimination	1-----2-----3-----4-----5		
Auditory Discrimination	1-----2-----3-----4-----5		
Spoken Vocabulary	1-----2-----3-----4-----5		
Receptive Vocabulary	1-----2-----3-----4-----5		
Concept of Number	1-----2-----3-----4-----5		

DAILY READINESS FOR LEARNING

	Usually	Sometimes	Seldom
Is bright-eyed and bushy-tailed (rested & fed)	1-----2-----3-----4-----5		
Has all routine supplies	1-----2-----3-----4-----5		
Has homework	1-----2-----3-----4-----5		
Is dressed for learning atmosphere & weather	1-----2-----3-----4-----5		
Is on time	1-----2-----3-----4-----5		
Attendance – Check one: excellent occasionally out	frequently out		out for non-health reasons

PRE-ACADEMIC SKILL DEVELOPMENT

Usually

Sometimes

Seldom

Is attentive	1-----2-----3-----4-----5
Listens in a group	1-----2-----3-----4-----5
Contributes to group discussion	1-----2-----3-----4-----5
Follows directions	1-----2-----3-----4-----5
Works cooperatively	1-----2-----3-----4-----5
Completes tasks	1-----2-----3-----4-----5
Can focus on one task	1-----2-----3-----4-----5
Respects classroom routines	1-----2-----3-----4-----5
Moves easily from one activity to another	1-----2-----3-----4-----5
Responds positively to constructive criticism	1-----2-----3-----4-----5
Is curious	1-----2-----3-----4-----5
Is willing to try new activities	1-----2-----3-----4-----5
Is a self-starter	1-----2-----3-----4-----5
Exhibits problem solving abilities	1-----2-----3-----4-----5
Expresses ideas well	1-----2-----3-----4-----5
Enjoys new challenges	1-----2-----3-----4-----5
Appropriately handles frustrations with new learning or tasks	1-----2-----3-----4-----5
Uses age-appropriate phonics skills	1-----2-----3-----4-----5
Uses age-appropriate context cues	1-----2-----3-----4-----5
Uses age-appropriate number concepts	1-----2-----3-----4-----5
Uses age-appropriate computation	1-----2-----3-----4-----5
Uses resources (supplies or help) wisely	1-----2-----3-----4-----5

1. List this child's three favorite activities.

2. In your view, what are this child's particular strengths?

3. What delights you about this child?

4. To help us ascertain whether we can meet any special needs this child may have, please share any significant weaknesses or problems with which you are familiar.

5. To your knowledge, has this child ever been evaluated for any physical, emotional or academic reasons? Would you recommend any such (re-)evaluation? Please clarify.

6. What is the level of family cooperation and involvement with the school?

7. Is the family aware of and supportive of the school's homework policy (when applicable) & communication practices?

8. Check any words that may help describe this applicant:

aggressive	anxious	articulate	cheerful	disobedient
organized	follower	honest	influential	under-achieving
responsible	perfectionist	manipulative	social	over-protected
vivacious	determined	well-liked	self-centered	self-disciplined
spiritual	irritable	shy		passive-resistant

Please make any additional comments you feel are appropriate.

May we call you to discuss this child if we have further questions? Yes No

Telephone number: _____

Signature: _____ Date: _____

School: _____ Position _____

**Please return the completed form directly to:
Bucharest Christian Academy.
Aleea Mizil Nr. 62B
Sector 3, Bucharest
Romania**

THANK YOU very much for taking the time to complete this assessment. We value your professional expertise and direct insight. Your efforts will further the appropriate placement of this applicant.