

Template reference form for positions working with children

Name of candidate	
Position applied for	
Name of organisation	

The above named person has expressed an interest in working with our organisation and has provided your name as a referee. The post involves substantial access and responsibility for children.

As an organisation committed to the welfare and protection of children, under our safe recruitment processes we wish to assess this person's suitability to work with children. If you are happy to complete this reference, any information will be treated in confidence and in accordance with relevant legislation and guidance. Information will only be shared with the persons conducting the recruitment process for this role. We would appreciate you being open and honest in your evaluation of this person.

How long have you known this person?	
In what capacity?	
Please comment on the above named person's suitability to work with children?	

Please rate this person on the following (*please tick one box for each statement*).

	Poor	Average	Good	Excellent
Ability to stay calm with children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to motivate children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trustworthiness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reliability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Honesty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coaching and Teaching Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Any other comments?

Do you agree to this reference being shared with the applicant?

- Yes
- No

As an organisation committed to the welfare and protection of children, do you have any concerns about the applicant's suitability for this type of role?

- Yes
- No

Signed		Print Name	
Organisation		Position	
Date		Contact details and telephone number	

Please return to: