

[INSERT SCHOOL NAME]

Candidate Name: _____

Position Applied For: _____

Referee Name: _____

Referee Contact Number: _____

QUESTIONS TO ASK REFEREE

1. How long have you known **[insert candidate name]** and in what capacity?
2. What position did the **[insert candidate name]** hold and how long?
3. What would you say are **[insert candidate name]**'s strengths?
4. What would you say are **[insert candidate name]**'s weaknesses?
5. How strongly would you recommend **[insert candidate name]** for this role?
6. How well did **[insert candidate name]** get along with others?
7. Would you have any reservations in engaging **[insert candidate name]** in this role?
8. Is there anything else you think we need to know when considering **[insert candidate name]** for this role?
9. Have you directly supervised the applicant and directly observed their work with children?
10. Do you have any concerns about the applicant working directly with children?
11. Can you give an example of a time when you observed the applicant managing a child with challenging behaviours?
12. Any other comments?

Name: _____

Signature: _____

Date: _____