**Rounders England**

 **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 given your name as a referee. The post involves substantial access to and responsibility for children.

As an organisation committed to the welfare and protection of children, we wish to know if there is any reason at all to be concerned about this candidate’s suitability for this type of role.

If you are happy to complete this reference, any information will be treated confidentially and in accordance with relevant legislation and guidance. Information will only be shared with the person conducting the assessment of the candidate's suitability for the post, if they are offered the position in question. We would appreciate you being open and honest in your evaluation of this person.

| **Your knowledge of the candidate**  |
| --- |
| Dates of employment or volunteering (DD/MM/YY) | From: | To: |
| Capacity in which the candidate was employed or known |  |
| Main duties: |
| Please comment on the candidate’s suitability and overall ability to work with children and young people: |

Please comment on this person’s skills and experience of working with children and young people in the space below:

Please rate the applicant in the following areas:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Poor** | **Average** | **Good** | **Very Good** | **Excellent** |
| Responsibility |  |  |  |  |  |
| Maturity |  |  |  |  |  |
| Self-motivation |  |  |  |  |  |
| Ability of motivate others |  |  |  |  |  |
| Energy |  |  |  |  |  |
| Trustworthiness |  |  |  |  |  |
| Reliability |  |  |  |  |  |

| **Safeguarding and child protection concerns**  |
| --- |
| This post involves substantial access to children. As an organisation committed to the welfare and protection of children, we wish to know if you are aware of any reason why this person might not be suitable to work with children. | 🞎 | No | 🞎 | Yes – please provide more information: |
|  |
| Are you aware of any previous substantiated allegations, sanctions and/or disciplinary action taken against this person where there were concerns relating to children’s safety or protection? | 🞎 | No | 🞎 | Yes – please provide more information: |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Are you aware of any current or ongoing allegations or investigations, or of any disciplinary sanctions that remain against this person? This may or may not be related to children’s safety and protection. | 🞎 | No | 🞎 | Yes – please provide more information: |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Would you re-employ or re-engage this person in volunteering? | 🞎 | No – please provide more information: | 🞎 | Yes  |
|  |

| **Other information**  |
| --- |
| Please add any further information or comments that you feel are relevant to the person in their proposed new role: |

|  |
| --- |
| **Your details and declaration** |
| Name |  |
| Organisation |  |
| Position |  |
| Contact number(s) |  |
| Signature | 🗶 |
| Date |  |

**Please return to:**

Rounders England, c/o IR Collins & Co, The Bridge House, Mill Lane, Dronfield, S18 2XL

E: Enquiries@roundersengland.co.uk

|  |
| --- |
| If there are any concerns about the information contained within the reference for posts working with children and young people, we will follow up with the referee by telephone to explore this further and to establish suitability of the person to work in such a post. |