**Templemoor Infant and Nursery School**

**Reference Request for Midday Assistant**

|  |
| --- |
| For employers, previous employers and people who have known the candidate in the capacity of educator. |
| Applicant’s name  |  |
| Position Applied for |  |
|  |
| Your Name |  |
| Your Role |  |
| Name of your Organisation |  |
| How long have you known the applicant? |  |
| Candidate’s current salary (if applicable) |  |
|  |
| **Please indicate the candidate’s ability in the following areas:** |
|  | Outstanding | Good | Requires Improvement | Inadequate |
| Professional conduct |  |  |  |  |
| Attendance and Punctuality |  |  |  |  |
| Promoting positive behaviour |  |  |  |  |
| Communication skills, both oral and written |  |  |  |  |
| Relationships with children, staff & parents |  |  |  |  |
| Safeguarding children/child protection awareness |  |  |  |  |
| Energy and enthusiasm |  |  |  |  |
| Flexibility and adaptability |  |  |  |  |
| Self-motivation |  |  |  |  |
| Ability to go ‘above and beyond’ |  |  |  |  |
| Appearance and dress code |  |  |  |  |
| Has the applicant ever been subject to any Child Protection Allegations or Concerns? |  |
| Do you consider the applicant a suitable person to work with children? If no, why not? |  |
| Are you aware of any on going investigations or disciplinary action? |  |
| Attendance/Health Record: Number of days absent due to sickness in the last 2 years **and** number of periods of absence, or, if employed for less than 2 years, during the period of employment. |  |
|  |
| Please comment on the applicant's ability to perform the duties and meet the requirements of this post as per attached Job Description and Job Specification: |
| Would you recommend this applicant? | Confidently | With some Reservations | Not at all |
|  |  |  |
|  |
| **Data Protection Act 1998**Will the applicant receive a copy of this reference or otherwise learn of its contents? YES / NOIf ‘No’ would you have any objections to its contents being revealed during the course of the selection process or at any time in the future? YES / NOPlease note that you have a responsibility when providing this reference to ensure that the reference is accurate and does not contain any material misstatement or omission.  |
| Signed: |  |
| Date: |  |