

KINDERGARTEN TEACHER/HEAD TEACHER APPLICANT'S REFEREE'S REPORT

Please use this document if you are wanting to take time to complete and save as you go. Once completed please copy into the online form for submission.

This section is to be completed by the applicant

Vacancy number

Position

Kindergarten

Closing date for this position

Referees details

Full name

Address

Phone number (work)

Phone number (home)

To the referee

Your name has been given by , who is an applicant for the above position, as a person able to comment on the applicant's qualities as a teacher / leader. The information you supply will be used solely as evaluative material to assist in determining the applicant's suitability in relation to other applicants and will be confidential to those persons directly involved in the appointments process.

This report will not be disclosed to the applicant unless your prior consent has been given, in writing.

KINDERGARTEN TEACHER/HEAD TEACHER APPLICANT'S REFEREE'S REPORT

The remainder of this form is to be completed by the referee:

Please state your current position, how long you have known the applicant and in what capacity:

Professional practice

Please list what you have observed to be this person's five most notable teaching / leading strengths (1 being your assessment of the most notable teaching strength)

1.
2.
3.
4.
5.

What are the two most notable qualities this person demonstrates when interacting with children?

1.
2.

This person could develop their teaching / leadership further by (apart from gaining a permanent position / full time position):

Some of the innovative things that I have seen this person do are:

KINDERGARTEN TEACHER/HEAD TEACHER APPLICANT'S REFEREE'S REPORT

Professional relationships

In a teaching team this person is often:

Describe this person's style of communicating with:

Colleagues

Parents and the community

In a difference of opinion or conflict situation, I have seen / would expect this person to:

KINDERGARTEN TEACHER/HEAD TEACHER APPLICANT'S REFEREE'S REPORT

Personal qualities

Please use five single words to describe the applicant:

| | | | |
|----|----------------------|----|----------------------|
| 1. | <input type="text"/> | 4. | <input type="text"/> |
| 2. | <input type="text"/> | 5. | <input type="text"/> |
| 3. | <input type="text"/> | | |

Name the things that you believe bring out the best in this person:

What would you consider is the best way to manage this person:

Using the job specification provided and your own knowledge of the position for which the applicant is applying, please state the suitability of the applicant for it (in relation to other staff, the kindergarten, community or other aspects):

KINDERGARTEN TEACHER/HEAD TEACHER APPLICANT'S REFEREE'S REPORT

Future use

Please indicate whether or not you agree to this reference being held on file for a maximum of 12 months in order that it can be used with future applications to this Association (or another Kindergarten Association) for vacancies of a similar nature.

Yes No

Confidentiality

Please indicate whether or not you agree to this reference being made available to the applicant if requested.

Yes No

Declaration

I certify that to the best of my knowledge, the information contained in this referee's report is a factual representation of the applicant and their abilities (you may use an electronic signature).

Signature

Date