

Volunteer Reference Record Sheet

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

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| Name and address of proposed volunteer: |  |
| In what capacity do you know the proposed volunteer? |  |
| How long have you known the proposed volunteer (years/months)? |  |
| Referee’s assessment of the proposed volunteer’s qualities: |
| Ability to work with children: |  |
| Ability to work with other adults: |  |
| Honesty and ability to be confidential: |  |
| Timekeeping and reliability: |  |
| Is the referee aware of any reason why the proposed volunteer should not work at the school? If yes, please give the reason(s). |  |
| The Governing Body is committed to safeguarding and promoting the welfare of children. Is the referee aware of any issues regarding child protection/welfare in connection with the proposed volunteer? |  |
| Referee’s name: |  |
| Referee’s address: |  |
| Referee’s signature:  |  |

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| To be completed by the School: |
| Reference accepted by (name): |  |
| Job title: |  |
| Signed: |  |
| Date: |  |