

Additional Information to Candidates regarding references

You may find the following information on references helpful.

- References will not be accepted from your relatives or friends who are writing solely in the capacity of friends.
- One referee should be your current or most recent employer.
- If your current or most recent employment has not involved working with children, but you have done so in the past, please identify that particular employer as a referee.
- You should be aware that where you have worked with children, on either a paid or voluntary basis, your employer will be asked for details about any:
 - Positive endorsements of your interaction with children
 - Disciplinary procedures relating to the safety and welfare of children/young people, or behaviour towards such, in which the disciplinary sanction is current
- References will be obtained directly from the referee. It is **neither** necessary **nor** desirable that you submit either open references or testimonials i.e. 'To whom it may concern'.

C Hughes
Principal