**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 you 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’.

J G Maher

Principal