



GEELONG GRAMMAR SCHOOL®
| Exceptional Education |

Confidential Statement by Referee

Name of Applicant _____

Name of Referee: _____

Instructions:

People employed at Geelong Grammar School come into contact with and/or work directly with students. For this reason it is the policy of Geelong Grammar School that rigorous reference check must be undertaken and specific questions must be asked of both the candidate and the referees when considering external candidates for employment at the School. Referees are asked to respond to the questions below and then sign and date the form and return it to the School as requested.

Statement from the Referee

1. Are you aware of any previous incidents, behaviour or aspect of the applicant's history that may pose a risk to students (or staff) and therefore make the applicant unsuitable to work within a School environment?

NO

YES

If Yes, please provide further information:

2. Is there anything that you think we ought to know that may make the applicant inappropriate to appoint to a position within a School environment?

NO

YES

If Yes, please provide further information:

3. It is our policy to ask for a written reference for our record. A written reference may be attached separately to this document or you may use the section below to comment on the suitability of the applicant for the position. Would you be prepared to provide a written reference for our records?

NO

YES

If No, please explain why you would not want to provide a written reference?

4. Please comment on the suitability of the applicant for the position.

Signature of Referee:

Date: _____