

Reference Professional

This is part of an assessment to assist the Risk Assessor to determine if the applicant is suitable for child related employment.

Name of Applicant:

Referee:

Organisation:

Professional Qualifications:

Relevant Accreditation / Licence/ membership No:

Contact Number:

Date of Reference:/...../.....

Period of Professional contact (dates):

<p>1. Describe the applicant's relevant record¹ and its context. <i>See below for explanation of relevant record.</i></p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>2. Describe the professional treatment or other services you provided to the applicant.</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>

¹ A relevant record includes any of the matters specified in Schedule 1 of the *Child Protection (Working with Children Act) 2012* as well as a finding of misconduct, notifications by the Ombudsman and identified patterns of behaviour.

Reference Professional

<p>3. Describe any factors that may have caused this behaviour.</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>4. Your professional opinion about the applicant's current progress in relation to the behaviour as per the relevant record.</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>5. Is there anything else you would like to add in relation to the applicant?</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>

Signature of Referee:

N.B. Please be advised that all referees will be contacted by a Risk Assessment Officer to verify the information provided.

Please return completed reference to Asante Viswasam, Risk Assessment Officer
 The Office of the Children's Guardian
 Level 13, 418A Elizabeth Street
 SURRY HILLS NSW 2010
 Fax (02) 9286 7290
 Email: WWCCAssessment@kids.nsw.gov.au **(Please attention to Asante Viswasam)**

Office Use Only: Verified By:..... Date:...../...../.....

Reference Employer

This is part of a risk assessment to assist the Risk Assessor to determine if the applicant is suitable for child related employment

Name of Applicant:

Name of Referee:

Position.....

Organisation.....

Contact Number: **Date of Reference:**

Relationship of referee to applicant:

<p>1. How do you know the applicant, and for how long?</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>2. Describe the applicant's relevant record¹ and its circumstances. <i>See below for explanation of relevant record.</i></p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>3. Describe any factors that may have contributed to this behaviour that have since changed.</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>4. What is your view of the applicant's experience of working with children, and on what do you base your views?</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>

¹ A **relevant record** includes any of the matters specified in Schedule 1 of the *Child Protection (Working with Children Act) 2012* as well as a finding of misconduct, notifications by the Ombudsman and identified pattern of behaviour

Reference Employer

<p>5. Employers: what type of work related contact has the applicant had with children? Describe the quality of that contact, and how you know about it.</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>6. Employers: give examples of the applicant's responses to direction and supervision.</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>7. Has the applicant undertaken any relevant training? If so, what training?</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>8. To your knowledge, has the applicant ever demonstrated inappropriate behaviour or abuse towards children?</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>9. Is there anything else you would like to add in relation to the applicant?</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>

Signature of Referee:

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