AIDANFIELD CHRISTIAN SCHOOL BOARD OF TRUSTEES

REFEREES REPORT FOR TEACHING POSITIONS
GENERAL and SPECIAL CHARACTER

As a nominated referee you are invited to complete the report on the candidate who has supplied the information in the box.

YOUR REPORT IS CONFIDENTIAL TO THE AIDANFIELD CHRISTIAN SCHOOL BOARD OF TRUSTEES AND TO THOSE INVOLVED IN THE SELECTION PROCEDURES.

While it is not necessary to complete every item, you will appreciate that as full a report as possible is likely to be of most use to the School Board. Notes for your guidance are to be found overleaf.

Please answer EITHER Section A OR Section B and return this form directly to THE PRINCIPAL, marked `confidential' in the stamped addressed envelope provided by the applicant or scanned to mark.richardson@aidanfield.school.nz . Thank you for your assistance.

Please note; we may follow up this reference with a phone call.

What is the best phone number to contact you on: Daytime: _____ Evening: _____

ALL DETAILS SHOULD BE COMPLETED BY THE APPLICANT

Referee's report on ..... *(applicant)*
for the position of **TEACHER Yr 5/6**
at AIDANFIELD CHRISTIAN SCHOOL, 2 Nash Road, Aidanfield, Christchurch

REPORT MUST BE RECEIVED AT AIDANFIELD CHRISTIAN SCHOOL - **BY 4.00pm Friday 20 November.**

NAME OF REFEREE .....

ADDRESS: .....

PHONE: .....(day) .....(evening)

OCCUPATION OF REFEREE
AND POSITION HELD: .....

Note to Applicants: *Please forward a copy of this referee's form to each of your nominated referees. Please include a stamped addressed envelope for your referee's use in its return to the Board.*

SECTION A:

If for some reason you find it impossible to act as a referee you are free to complete only the statement below:

I do not wish / am unable to submit a referee's report on behalf of .....

Signed:..... Date:.....

Reason (optional):

SECTION B:

How long have you known the applicant, how well?

In what capacity have you known/worked with/supervised this person?

What opportunity have you had to observe the applicant's professional work?

TEACHING PRACTICE / LEADERSHIP	**Please place a tick to indicate ability on scale**
	Low — **Satisfactory** — **High**
Ability to engage students who are 8 to 11 years old	
Ability as a teacher of literacy and numeracy	
Ability as a teacher of to motivate students to learn	
Expectations and maintenance of high standards	
Classroom Environment (relevant displays, tidiness, vibrancy)	
Creativity of activities students involved in	
Relationship with students	
Behaviour Management	
Ability to use ICT to enhance learning	
Understanding/implementation of Te Tiriti o Waitangi	
Willingness to keep up to date	
Ability to work as a team player	
Ability to communicate effectively	
Relationship with other staff members	
Participates in staff social activities	
Expression of professionalism and sound ethics	
Maintains performance under pressure	
Ability to follow through with required tasks	
Perception by parents or caregivers of ability	
Relationship with parents or caregivers	
Willingness to work hard	
Punctuality	
Health and Attendance	

What area(s) are their real strengths?

What is (are) the best class level(s) for them?

Areas for development:

Please add comment as you are able and that add detail to the continuums (feel free to add pages if needed)

PERSONAL QUALITIES (for instance; appearance, reliability, determination, sensitivity, co-operation, relationships with others, fairness and sense of humour, enthusiasm)

PLANNING PREPARATION OF LESSONS/ORGANISING ABILITY

What opportunity have you had to observe the applicant's expression of Christian faith and service? (We acknowledge that overt expression of faith is not possible in many environments. However, sometimes a person's faith is evident through the way they conduct themselves and the way they live their lives no matter where they are.)

Please comment on the following as you are able -

CHRISTIAN COMMITMENT AND MODELLING A CHRISTIAN LIFE

INVOLVEMENT IN CHRISTIAN CHURCH

Are you aware of any issues in the applicant's personal life that would appear to be in conflict with what could be expected from a person claiming to be a Christian? If yes, please elaborate.

Would you please comment on the applicant's **potential** and assess his/her ability to cope with the professional responsibilities of the position applied for. Please emphasize **both** strengths and weaknesses.

Do you recommend the applicant? (please circle)

Without reservation / With reservation / I do not recommend the applicant

Thank you for your help. The Board view this appointment as an important one for the school.