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| --- |
| **5.3. MCofS Volunteer Reference Reply Form**  **PRIVATE & CONFIDENTIAL** |

Mr/Ms \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has expressed an interest in becoming a volunteer and has given your name as a referee. This post involves substantial access to children. As an organisation committed to the welfare of children, we are anxious to know if you have any reason at all to be concerned about this applicant being in contact with children.

Yes [ ] No [ ]

If you have answered "YES" we will contact you in confidence.

If you are happy to complete this reference, all the information contained on the form will remain absolutely confidential and will only be shared with the applicant's immediate supervisor should they be offered a volunteer position. We would appreciate you being extremely candid in your evaluation of this person and thank you in advance for completing this form.

1. How long have you known this person? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. In what capacity? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. What attributes does this person have that would make them a suitable volunteer in a youth organisation?  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please rate this person on the following (please tick one heading on each line)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Poor** | **Average** | **Good** | **Very Good** | **Excellent** |
| **Responsibility** |  |  |  |  |  |
| **Maturity** |  |  |  |  |  |
| **Trustworthiness** |  |  |  |  |  |
| **Reliability** |  |  |  |  |  |

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_