

## Appendix 3

Reference form - **NLCGA**

Reference form

Name

has expressed an interest in becoming a                      volunteer                      coach  
and has given your name as a referee.

As this post involves substantial access to children and as an organisation committed to safeguarding children, it is important that if you have any reason to be concerned about this applicant that you do not complete the following form, but please contact me on:

Telephone:

Name:

Organisation:

Any information disclosed in this reference will be treated in confidence and in accordance with relevant legislation and guidance, and will only be shared with the person conducting the assessment of a candidate's suitability for a post, if he or she is offered the position in question.

- How long have you known the person?
- In what capacity?
- What attributes does this person have which would make him/her suited to a role working with children?
- How would you describe his/her personality?

Signed:

Date:

