APPENDIX F

FAITH | presbyterian church

RECORD OF REFERENCE CHECKS
FOR CHILDREN/STUDENT MINISTRY

Complete, at minimum, one reference for a student volunteer and two references for an adult volunteer.

Reference record for: _____

Reference Name: _____ Date: _____

Method of communication: ☐ Phone ☐ In-Person ☐ Mail ☐ Email (see attached)

Reference questions should include but not be limited to the following:

What is your relationship with this person? _____

How long have you known this person? _____

In what capacity have you seen this person working with children (or students)? _____

_____

How would you describe this person's ability to relate to children (or students)? _____

_____

What do you think this person's strengths are in working with children? _____

_____

What are areas where this person could improve as he/she interacts with children? _____

_____

When interacting with children, did he/she know and respect the boundaries (or policies) for your organization (family, etc.) around children? ☐ Yes ☐ No (please explain): _____

_____

Do you know of any characteristics that would negatively affect this person's ability to work with children?
☐ No ☐ Yes (please explain): _____

_____

Would you recommend that this person work with children in our organization? ☐ Yes ☐ No

Please add any additional questions or comments on the back.

_____ _____

Approval Signature Date