



REFERENCE (RF) FORM

Name of Applicant

Appointment under consideration

Address

Post Code

Dear _____,

With over 400,000 6-25 year olds taking part in Scouting across the UK each week, and over 28 million across 216 countries internationally, Scouting is about opportunities and personal development. It encourages young people of all backgrounds, male and female, to have self-belief and a voice; to develop physically, intellectually, socially and spiritually. We call this 'everyday adventure.' They just call it fun.

These 400,000 young people are supported by around 100,000 adult volunteers. The adult named above has offered to volunteer for The Scout Association and has given your name as a referee.

As an organisation committed to the safeguarding of children and young people, we must be sure that any new volunteers are suitable before they can take on their role and we would ask you to assist us in this important matter.

Could you please take a few minutes to complete this reference, which will remain confidential, and return it to the person identified at the bottom of this page. It would be very helpful to have your reply **as soon as possible** so that the voluntary appointment is processed as efficiently as possible.

In commenting on the applicant, please would you bear in mind that the appointment under consideration may involve substantial work with children, young people or charitable funds. We would therefore appreciate you being extremely candid in your responses.

Thank you for your help.

Yours _____,

(Appointments Secretary)

Please Return To

Your reference

1. How long have you known the applicant?

2. In what capacity?

3. Are you aware of any reason the applicant should **not** be considered for the appointment?

Yes No

*If you have answered **yes** we will contact you in confidence.*

4. What attributes does the applicant have that would make them particularly suitable?

5. How would you describe their personality?

6. Please rate the applicant on the following: **please tick one**

	Poor	Average	Good	V. Good
Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivating Others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commitment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trustworthiness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working with Adults	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Respect For Others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Are there any other comments you would like to make about the applicant?

Name

Signature

Date

Your contact details

We will use this information to contact you should we need to clarify any of your comments.

Telephone (daytime)	<input type="text"/>
Telephone (home)	<input type="text"/>
Mobile	<input type="text"/>
Email Address	<input type="text"/>