



CHILD SAFE ENVIRONMENT – CONTACT WITH PREVIOUS EMPLOYER

(Child Safe Standard 4)

Successful candidate: _____

Previous employer*: _____

*cannot be this school

Questions to be asked:

1. Have you directly observed **[applicant's name]** work with children?

Answer: _____

2. During the period that **[applicant's name]** worked in your organisation, did you have any concerns about his/her behaviour or conduct when working with a child or children? If yes, what steps were taken to deal with these concerns? Were these concerns satisfactorily resolved?

Answer: _____

3. Do you have any concerns about **[applicant's name]** working directly with children?

Answer: _____

4. Has any disciplinary action been taken against the applicant in relation to inappropriate or unprofessional conduct towards a child?

Answer: _____

5. Were there instances where you had concerns that **[applicant's name]** did not always behave with integrity in their employment, such as not dealing with others in an ethical manner, not declaring or managing a conflict of interest appropriately or not dealing with sensitive or confidential information in an appropriate way? If yes, what steps were taken to deal with these concerns? Were these concerns satisfactorily resolved?

Answer: _____

Chairperson: _____ Date: _____

I, Tracey Robertson Smith (Principal of Healesville Primary) confirm I will utilise this Reference check form and ask the applicant the required questions stated above.

_____ Date: 23/6/22