

Ara Early Childhood Education & Care Programmes

CONFIDENTIAL REFEREE FORM

This report can usually be completed in 15 minutes.

Thank you for agreeing to contribute to our selection process. We use the information you provide to assist us in assessing the suitability of the applicant for teacher education and academic study.

We rely on referee reports to help us select future teachers of Aotearoa New Zealand and are mandatory under the Children's Act 2014. Information in the report is not shared with the applicant. This report is confidential to the selection committee and is protected under the Privacy Act 1993.

WE CANNOT PROGRESS THE APPLICATION UNTIL WE RECEIVE ALL REFEREE REPORTS.

Applicant's full name

REFEREE INFORMATION

Referee name

Contact phone number

Email

Date and time

How do you know the applicant?

Employer

Colleague

Teacher

Coach

Counsellor

Minister

Other *(please elaborate)*

Are you a secondary school teacher/counsellor/dean/principal completing this report for a final year school leaver?

Yes

No

Do you consider you know the applicant well enough to complete this report?

Yes

No

PROFESSIONAL CHARACTERISTICS FOR TEACHING

Please rate the applicant on their current professional characteristics for the teaching profession based on your judgement.

Highly satisfactory	Satisfactory	Some concern	Major concern	Unable to comment
------------------------	--------------	-----------------	------------------	----------------------

Receptiveness to learning opportunities and feedback

Ability to foster and maintain relationships with others

Respect for diversity, heritage and language

Being a collaborative and effective member of a team or group

Oral expression of ideas

Creative and appropriate use of digital media

Commitment to tangata whenua (affirming Māori learners as Māori) and to Te Tiriti o Waitangi partnership

Willingness to take on leadership and responsibility

Ability to handle stress and pressure

Cultural awareness and inclusivity

Interest in and concern for children's learning and development

Critical thinker and ability to see multiple perspectives

Please comment on all characteristics that you rates as 'some concern' or 'major concern':

WORKING WITH CHILDREN

Would you be happy to have this applicant teach or care for members of your family?

Yes

No

Do you have any concerns about the applicant's suitability to work with children? **Yes** **No**

If **YES**, please comment:

Are there any matters you would like to discuss by phone? **Yes** **No**

If **YES**, please phone:

FURTHER INFORMATION

Teaching can be stressful and a high-pressure profession that can test the resilience of those who enter it. The following questions will help us to understand any special considerations that we may need to offer to select applicants. Please note that identification of any issues or conditions will not necessarily preclude the applicant from entering the programme or profession.

Does the applicant have any previous or current health conditions or issues (either physical or mental) that might affect their success in the teacher education programme or as a teacher? **Yes** **No** No comment

If **YES**, please explain:

Are there any special circumstances which the selection panel should know about when considering the applicant? **Yes** **No** No comment

If **YES**, please explain:

OVERALL RECOMMENDATION

Please indicate your overall recommendation:

I recommend that applicant without reservation for teacher education

I have some reservations but would recommend the applicant for teacher education

(please explain)

I doubt the applicant's suitability for teacher education

(please explain)

I think the applicant is unsuitable for teacher education

(please explain)

Comments/explanations:

CONFIDENTIALITY

Is the information provided in the report to be kept confidential from the applicant?

Yes

No

NOTES

The information and opinion provided in this form constitutes 'personal information' in terms of the Privacy Act 1993. The person about whom this information and opinion are provided (the applicant) is entitled to have access to this report under the IPP6 and seek correction of this information under IPP7. Information or opinion provided in this report may be disclosed under the IPP11 to the applicant and members of the Selection Committee. If you wish to provide more confidential information, please send via email to Enrolment Support: enrolmentsupport@ara.ac.nz

DISCLAIMER

Full Name:

Signature:

Date:

Please return this complete form to Enrolment Support: enrolmentsupport@ara.ac.nz

Thank you once again for your assistance.