



3070A HWY 126 Blountville, TN 37617

REFERENCE QUESTIONNAIRE

CONFIDENTIAL

Your name was given as a reference by _____ who has applied for the position of _____ in our Child Care Service, All About Kids Early Learning. In keeping our children as safe as possible, as a condition of employment, any applicant/employee must have on file a record of three reference contacts. Please complete the questionnaire and return it as soon as possible in the enclosed envelope. (If the applicant is to be hired, they will not be able to start until their 3 references are mailed in.) I will be contacting you to confirm your statements. Thank you for your attention to this matter.

Please be as honest as possible. The following answers will not be shared with applicant.

1. How long have you known the applicant and in what capacity (Your relationship)? _____

2. Have you observed him/her with children? If so, in what situations? _____

3. How do you feel about his/her emotional and physical ability to handle the responsibilities involved in providing daily child care? _____

4. What particular skills does he/she have in dealing with children? _____

5. Does he/she understand the needs of young children? _____
6. Do you have concerns about his/her ability to provide child care? If so, explain. _____

7. Do you know of any conditions making this applicant/employee unsuitable for employment in a child care center? If so, please describe. _____

8. Would you trust leaving your small children with him/her? If not, explain. _____

9. Additional Comments: _____

I have answered the above questions to the best of my ability and I honestly (do / do not) recommend
_____ for a job in Child Care Service.

Date

Signature

Your Information:

Name _____ Age _____

Address _____

City _____ State _____ Zip _____

Daytime Phone Number _____

Best Time to Call _____