



# "Lighting Up Learning"

## Referee's Report- Scale A LTR Teaching Position

### Instructions to the applicant:

Please give a copy to your two referees. They should be people who you are currently working with or who you have recently worked with. Remember to complete the section on the Application form marked "Referees"

### Note to Referee

Should the applicant be considered for short listing, we shall contact you to arrange a time to discuss the applicant. It would be helpful if you were able to comment using the headings on this form.

Referee's Report for: \_\_\_\_\_

Name of Referee: \_\_\_\_\_

Occupation: \_\_\_\_\_ Telephone (Home) \_\_\_\_\_

(Work) \_\_\_\_\_

Length of time you have known applicant: \_\_\_\_\_

We may phone you to obtain further information if required

*Please use the following abbreviations to rate the applicant's suitability for the position above. A supporting comment would greatly assist.*

**NA** *Not applicable, not observed or no comment*

**S** *Superior. Consistently exceeds the normal expectation of his/her position.*

**VA** *Very acceptable. Fully meets the required standard and occasionally exceeds the expected level of proficiency.*

**A** *Acceptable. Meets the expected standard.*

**BA** *Barely acceptable. Just meets the minimum expectations and shows occasionally a minor deficiency or lack of experience which can be corrected.*

**U** *Unacceptable. Not up to the standard expected.*



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## Referee's Report cont'd- LTR Scale A Teaching Position

- Personal professional qualities \_\_\_\_\_
- Ability to maintain personal standards of professional conduct \_\_\_\_\_
- Willingness and ability to participate in professional development and use the PD to develop their own skills \_\_\_\_\_
- Ability to earn and retain respect of colleagues \_\_\_\_\_
- Ability to work as a team member \_\_\_\_\_
- Ability to meet deadlines \_\_\_\_\_
- Planning, preparation, record keeping, formative assessment and evaluation \_\_\_\_\_
- Teaching ability of Year 1 & 2 students \_\_\_\_\_
- Class atmosphere and management \_\_\_\_\_
- Ability to earn and retain the respect of students \_\_\_\_\_
- Ability to identify and meet individual needs of students \_\_\_\_\_
- Ability to develop areas of responsibility \_\_\_\_\_
- Enthusiasm and passion for children and teaching \_\_\_\_\_
- Genuine caring and respect for children \_\_\_\_\_
- Ability to contribute to the corporate life of the school \_\_\_\_\_
- Relationships with parents and the community \_\_\_\_\_
- Is a dynamic teacher with 'X' Factor \_\_\_\_\_

**General Comments** *Please comment on the personal attributes of the applicant and provide any other information about the applicant you may consider relevant. (PTO if needed)*

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please return this report to the Appointments Committee, Wainui Beach School, 56 Wairere Road, Wainui Beach, Gisborne by 5pm 23<sup>rd</sup> February 2012.**