

CAMP AMERICA REFERENCE FORM 2023

This form is for applicants applying to Camp America, to work with children/vulnerable adults in a residential setting. Camp America is committed to Child Protection and Safeguarding of Children and Vulnerable Adults, and references make an important contribution to our screening process. Should you have any reason to believe that the applicant is capable of harming others, or specifically have Child Protection or Safeguarding concerns, please share them with us confidentially, by phoning Charlotte Fletcher on +44 207 581 7334. **The requirements that a reference must meet in order to be accepted can be found in the "Online Application Instructions" available at www.campamerica.pl under the "Documents" tab.**

References are treated as confidential and not disclosed to applicants.

Please email this form to references@campamerica.co.uk or referencje@campamerica.pl from your work/organisation email address.

IMPORTANT: Document valid only with stamp, signature and date of issue.

Name of Camp America Applicant:	
Referee name:	
Position of Referee:	
Organisation name, address and phone number:	
Referee's work email address:	
Dates of Applicant's employment/attendance*: <small>*(the reference must show continuity of cooperation for a period of at least 4-5 months within the last 2 years from the date of its issuance)</small>	
Relationship to Applicant:	<input type="checkbox"/> Supervisor <input type="checkbox"/> Teacher <input type="checkbox"/> Camp Director <input type="checkbox"/> Peer <input type="checkbox"/> Other
If 'other' chosen, please give details:	
Are you related to the Applicant:	<input type="checkbox"/> YES <input type="checkbox"/> NO
If 'yes', how are you related?	
How long have you known the Applicant?	
What role did the Applicant play in your organization?	
Please describe the Applicant's performance (e.g. effectiveness, abilities, character and work ethic):	
Why did the Applicant leave the organisation?	
Was the applicant subject to any disciplinary action whilst at this organisation:	<input type="checkbox"/> YES <input type="checkbox"/> NO
If yes, please detail:	
Would you rehire this Applicant?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT APPLICABLE
Please state why:	

Name of Camp America Applicant:	
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Please assess the Applicant's personal traits (mark box). A = Excellent; B = Above Average; C = Average; D = Poor.

	A	B	C	D		A	B	C	D
Honesty					Work ethic				
Maturity					Response to authority				
Energy and enthusiasm					Teamwork				
Leadership					Flexibility in new situations				
Commitment					Adherence to no smoking/alcohol				
Problem solving					Interaction with children/vulnerable adults				
Responsibility					Overall positive attitude				

Please summarise the Applicant's suitability for a position of responsibility for the care and welfare of campers at a U.S. summer camp. Please detail reasons for any poor or average ratings above:

Do you currently remain in contact with the Applicant:	<input type="checkbox"/> YES - professionally <input type="checkbox"/> YES – socially <input type="checkbox"/> NO
Overall, do you recommend this Applicant for our programme?	<input type="checkbox"/> I recommend <input type="checkbox"/> I do not recommend
IMPORTANT: Document valid only with stamp, signature and date of issue.	
Stamp and Referee's Signature:	
Date Reference Completed:	

Under paragraph 24, Schedule 2 of the Data Protection Act 2018, there is no obligation to comply with a subject access request in relation to a reference given (or to be given) in confidence for employment, training, or educational purposes. The exemption covers the personal data within the reference whether processed by the reference giver or the recipient.