

**WARSAW CHRISTIAN SCHOOL  
TEACHER APPLICATION**

909 South Buffalo Street, Warsaw, IN 46580  
[www.warsawchristian.org](http://www.warsawchristian.org)



**PROFESSIONAL/TEACHING  
REFERENCE**

Phone (574) 267-5788 Fax (574) 267-1486  
[wcs@warsawchristian.org](mailto:wcs@warsawchristian.org)

Dear \_\_\_\_\_,

I have made an application for a teaching position with Warsaw Christian School. I authorize Warsaw Christian School to inquire about my work and personal history and to verify all data given in my application for employment, related papers, and my oral interviews.

I authorize the release and giving of any information requested by Warsaw Christian School such as employment records, performance reviews, and personal references whether such information is favorable or unfavorable to me.

I release any person, organization, or company from any and all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of any such information by any person or party, whether such information is favorable or unfavorable to me.

I further waive the right to ever personally view any references given to Warsaw Christian School.

I further certify that I have carefully read and do understand the above statements.

_____	_____
Applicant's Name (Print)	Applicant's Signature
_____	_____
Last 4 digits of social security number	Date

.....  
**Please evaluate the above named candidate on the basis of the questions below and mail this form back to the school in the enclosed envelope. Mail directly to:**

Administrator  
Warsaw Christian School  
909 S. Buffalo Street  
Warsaw, IN 46580

\_\_\_\_\_  
Former employer's company name/school district name

\_\_\_\_\_  
Reference's last name                      First name                      Phone

\_\_\_\_\_  
Street Address                                      City                      State                      Zip

**Because we put such a high priority on the safety of our students, we ask some pretty direct questions regarding misconduct. We ask these questions on all reference checks.**

Are you aware of any instance in which the applicant sexually harassed another individual or was accused of doing so?     Yes     No

Has anyone, to your knowledge, ever brought or discussed bringing a civil or criminal claim, discipline or reprimand against the applicant alleging physical or sexual abuse, or sexual impropriety by him/her?  
 Yes     No

Did you, as his/her employer, ever discipline or reprimand him/her for any reason related to physical or sexual abuse, or sexual impropriety? \_\_\_ Yes \_\_\_ No

Do you have any reason to believe that he/she should not be working around children, those in need of counsel, or any other individual? \_\_\_ Yes \_\_\_ No

Do you have any reason to believe that he/she is not totally honest or that he/she cannot be trusted in handling funds? \_\_\_ Yes \_\_\_ No

For reasons that you may prefer to keep confidential, should we enlarge our search for the right person for this position beyond this particular applicant? \_\_\_ Yes \_\_\_ No

**Please seriously consider each trait below in light of your actual knowledge of the applicant's experiences. Check the area which is closest to your estimate of his/her performance in each case. This information shall be confidential.**

	Outstanding	Strong	Average	Fair	Poor	No Knowledge
People skills						
Classroom management						
Relationship with students						
Relationship with parents						
Ability to plan						
Teaching skills						
Professional attitude						
Personality						
Punctuality						
Honesty & integrity						
Emotional stability						
Problem solving						
Organizational skills						
Cooperative attitude						
Potential for growth						
Biblical integration in teaching						
Relationships with administrator, staff						
Adaptability to change						
Responsibility						

Please list main character and personality strengths. \_\_\_\_\_

Please list main areas needed for improvement \_\_\_\_\_

Do you believe that this applicant demonstrates a real commitment to Christian living both on and off the job site? Would he/she be a good Christian role model for our students? (Luke 6:40) \_\_\_\_\_

Please provide the name/address of another individual who knows the applicant.

\_\_\_\_\_

Your signature

\_\_\_\_\_

Date

*Thank you for taking the time to fill out this reference form. When completed, please mail to Warsaw Christian School, 909 So. Buffalo St., Warsaw IN 46580. If you have any questions, call 574-267-5788 or e-mail ngunsolley@warsawchristian.org. Thank you.*