



WARSAW CHRISTIAN SCHOOL

Substitute, Coaching form

909 So. Buffalo St.

Warsaw, IN 46580

Phone: (574) 267-5788 Fax: (574) 267-1486

Dear _____,

I have made an application for a substitute teacher or coaching 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

How long have you known the applicant and in what capacity? _____

Has this applicant demonstrated a real commitment to Christian living both on and off the job site?
 Yes No Would he/she be a good Christian role model for our students? Yes No

Have you noted depth of convictions as demonstrated by honesty, fairness, respect for authority, diligence, compassion, tact, and other Christian virtues? Yes No

List main character and personality strengths. _____

Are there character or personality weaknesses that diminish this applicant's effectiveness as a Christian role model? _____

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, criminal claim, discipline or reprimand against the applicant alleging physical or sexual abuse, or sexual impropriety by him/her? ___ 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

Are you comfortable or would you be comfortable having the applicant as a mentor for your child? ___ 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
UNDERSTANDING OF CHILDREN						
ABILITY TO MOTIVATE						
USE OF ENGLISH						
ADAPTABILITY TO CHANGE						
INITIATIVE						
RESPONSIBILITY						
COOPERATIVENESS						
EMOTIONAL STABILITY						
ORDERLINESS						
HONESTY & INTEGRITY						
CHRISTIAN TESTIMONY						
ATTITUDE						

COMMENTS? _____
 If you would prefer, you may call me collect, (574) 267-5788.

Please print or type the following information:

Your name: _____ Title _____ Phone _____
 Address _____ City _____ State _____ Zip _____
 Your signature _____ Date _____