

Reference Check Questions for Volunteers working at Playgroup

To help playgroups establish a child-safe process for screening potential volunteers, below is a list of suggested reference check questions. Please select a few to use when contacting referees.

1. Relationship & Context

- How do you know the applicant, and in what capacity?
- How long have you known or worked with them?

2. Suitability for Working with Children

- Have you seen the applicant interact with children? If yes, how would you describe their approach?
- Would you feel comfortable leaving a child in their care?
- Do they demonstrate respect, patience, and appropriate boundaries when working with children?

3. Character & Conduct

- How would you describe the applicant's general behaviour and attitude?
- How do they handle stressful or challenging situations?
- Are they respectful and inclusive of people from different backgrounds?

4. Reliability & Teamwork

- Is the applicant dependable and responsible?
- Do they communicate well and follow instructions?
- How do they work as part of a team or group?

5. Concerns or Red Flags

- Are you aware of any concerns or issues regarding their behaviour around children?
- To your knowledge, has the applicant ever been involved in any situation that may pose a risk to children?
- Would you have any hesitation in recommending this person for a role working with children?

6. Final Question

- Is there anything else you think we should know before this person volunteers in a child-related setting?

Tips:

- Speak to at least two references – ideally one from a previous role involving children.
- Document responses clearly and confidentially.
- If any red flags arise, follow up or consider not proceeding.