



ARCHDIOCESE OF BALTIMORE
REFERENCE CHECK FOR VOLUNTEERS
Division of Human Resource Services

Written Reference

You may also wish to ask for written references. The following format is suggested:

_____ has applied to serve as _____ at Saint Jane Frances Parish.
Volunteer's Name Role Name of Parish/School

The Archdiocese of Baltimore and Saint Jane Frances Parish have a strong commitment to supporting
Parish/School

healthy ministry to children and youth. For this reason it is our policy to ask certain questions of all applicants for employment and volunteer work, and of the people whose names are provided as reference. Please check the appropriate response to the following questions.

1. To your knowledge, has the applicant ever been accused of, charged with, or convicted of child abuse?
 Yes No
2. To your knowledge, has the applicant ever been terminated from any volunteer service or employment due to suspected child abuse? Yes No
3. Are you aware of any reason why the applicant should not be placed in a position where he/she will be working with children and youth? Yes No
4. To your knowledge, is there any reason why applicant should not serve as a volunteer at Saint Jane Frances? Yes No
Parish/School

If yes, please explain: _____

This reference must be signed and dated.

Name Relationship to Volunteer: Date

PLEASE RETURN THIS FORM TO:

Saint Jane Frances de Chantal Parish
 Attention: Stand Screening Coordinator
 8499 Virginia Avenue
 Pasadena, Maryland 21122