**We must see a school/ college reference before we can offer any student a place with us at SFX.**

Head of Year 11/ tutor: This reference can be submitted electronically to admissions@sfx.ac.uk. For us to be able to accept the reference all sections must be completed. We would be happy to receive your own school reference if similar topics are covered. The College reserves the right to withdraw an offer of a place at any time.

**STUDENT NAME: SCHOOL: STUDENT AT SCHOOL FROM UNTIL** (approximate school years/ dates)

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| **PERSONAL ATTRIBUTES & CONDUCT – PLEASE TICK** | |
| **DISPOSITION:** | **RELATIONSHIPS:** |
| Exceptionally cooperative: | Has excellent relationships with peers/staff: |
| Very helpful: | Has reasonably good relationships with peers/staff: |
| Reasonably amenable: | Has average relationships with peers/staff: |
| Occasionally uncooperative: | Needs to work at improving relationships with peers: |
| Often difficult: | Needs to work at improving relationships with staff: |
| **APPLICATION:** | **INITIATIVE:** |
| Exceptionally industrious: | Quick to develop opportunities: |
| A good keen worker: | Can make own decisions: |
| Moderately hardworking: | Prefers guidance: |
| Not always conscientious: | Inclined to play safe: |
| Easily distracted – lazy: | Little initiative: |

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| **ACADEMIC REPORTS** | |
| **COURSE POTENTIAL:** (Tick) **Good Average Poor** | |
| A/AS-Levels  | Above 90% 90%-80% Below 80% |
| Level 3 Diploma  | Attendance:    |
| Level 2 Diploma  | Punctuality:    |
| Foundation Learning Level 1  | Health:    |

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| **STUDENT SUPPORT** |
| Does the student have a statement of special educational needs or an Education Health & Care plan (EHC)?  Yes  No   Does the student have a disability, learning difficulties, medical conditions or barriers caused by English not being their first language? Elaborate below: |

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| **ADDITIONAL INFORMATION** | |
| Has this student ever been excluded? Yes  No   If yes, please state approximate date and reason/ nature of any exclusion(s):  We would be grateful if schools could notify us if any behavioural issues emerge after this reference is submitted. | |
| Do you recommend this student for a place at St Francis Xavier College? Yes  No  | |
| Please include any further comments you would like to make: | |
| REFEREE NAME:  POSITION: | DATE:  EMAIL: |

SCHOOL STAMP (IF BEING HANDED IN BY STUDENT):