



Acceptable Character Referee List

Here is a list of acceptable character referees that are suitable for referencing in line with Smile Education's compliance and safeguarding process.

Please note that your character referee must have known you for a **minimum of 3 years** and during the period(s) of your unemployment. Your referee **cannot be a family member or related to you in any way**. Your referee must have at least one of the professions stated on this list.

We are unable to accept references from personal email accounts, so please ensure you provide **professional email/contact details**.

- Accountant
- Administrator (Senior, Department, Medical or Office)
- Airline Pilot
- Ambulance Care Assistant
- Articled Clerk of a limited company (Trainee Solicitor/Trainee Accountant)
- Bank/Building Society Worker
- Barrister
- Broker
- Call Handler/Emergency Medical Dispatcher
- Care Assistant (e.g., Social Care, Residential)
- CEO/Owner of any VAT or Limited registered company or Charity Trust
- Chairperson/Director of a limited company
- Chemist/Pharmacist (Registered)
- Chiropodist/Pharmacist
- Landlord/Proprietor (Professional)
- Learning Mentor/Tutor (Professional)
- Legal Secretary (e.g., members and fellows of the institutes of Legal Secretaries)
- Local Government/Council Officer
- Medical Assistant (NHS)
- Member of Parliament
- Member of Her Majesty's Armed Forces (RAF, Navy, or Army)
- NHS Non-Medical Assistant (e.g., clerical/office-based staff, caterers, IT specialists)
- Nurse (Registered RN, SEN, or holder of a bachelor's degree in Nursing)
- Officer of the Armed Services (active or retired)
- Optician
- Paramedic
- Person with Honours (e.g., OBE, MBE)
- Civil Servant
- A commissioner of oaths
- Councillor
- Dental Nurse
- Dentist
- Designated Premises Supervisor (e.g., A person with responsibility for supervising a team and/or the running of a business)
- Director/Manager of any VAT or Limited registered company or Charity Trust
- Driver (Professional - e.g., Bus Driver, Ambulance, HGV, Taxi)
- Driving Instructor (Approved)
- Doctor/GP (registered)
- Please note, unless GP's know you personally outside of their practice, they are unlikely to consent to providing a character referee at all or may charge for this service.



- Engineer with professional qualifications
- Faith Leaders (e.g., Priest, Imam, Rabbi)
- Fire Service Official
- Funeral Director
- Housing Officer (Local or Senior)
- Insurance Agent of a recognised company (full-time)
- Photographer (Professional)
- Police Officer
- Post Office Worker (e.g., Mail Carrier, Customer Service Assistant)
- President/Secretary of a recognised organisation
- Salvation Army Officer
- Social Worker (e.g., Child and Family Support Worker, Mental Health Social Worker, Adult Social Worker)
- Solicitor/Lawyer
- Surveyor (e.g., Environmental Surveyor, Land Surveyor)
- Teacher/Lecturer (Qualified)
- Teaching Assistant (Level 3 - 5 qualified)
- Trainee Teacher completing Post Graduate Certificate in Education (PGCE)
- Trade Union Officer
- Travel Agent (Qualified)
- Valuers and Auctioneers (fellow and associate members of the incorporated society)
- Warrant Officers and Chief Petty Officers (e.g., A rank or category of ranks in the armed forces of many countries)