

Orientation Questions

1. Does the nanny know how to get a hold of us at all times?	Y / N
2. Did we write down the nannies hours?	Y / N
3. Did we confirm the start date?	Y / N
4. Did we negotiate pay?	Y / N
5. Does the nanny know exactly what household duties are expected?	Y / N
6. Did I give the nanny all of the emergency phone numbers needed?	Y / N
7. Does the nanny know what time to pick up the children from school?	Y / N
8. Did I introduce the nanny to neighbors?	Y / N
9. Have I introduced the nanny to everyone I needed to: the bus driver, the children's after school activity leaders, the children's teachers, neighbors?	Y / N
10. Did I tell the nanny the times that the children have practices or after school activities? Is it clear in what vicinity she is allowed to drive the children?	Y / N
11. Did I tell the nanny about any medication my children are taking or of any previous health problems my children have had?	Y / N
12. Did I give the nanny the "Emergency form" with all my contact information and emergency numbers?	Y / N
13. Did I give my nanny the "Consent for medical treatment Form" with the children's information?	Y / N

Cont.
14. Did I tell the nanny what the children's feeding and nap times are? Y / N
15. Did I tell the nanny about how the children are doing in school? Did I tell the nanny to give my child a little extra help in a certain subject? Y / N
16. Does the nanny know about all of the homework that is due every week? Did I remind the nanny that my child needs to spend a certain amount of time reading per day? Y / N
17. Did I tell the nanny who is allowed and not allowed to come over and play? Y / N
18. Did I tell the nanny how much TV the children are allowed to watch? Y / N
19. Did I tell the nanny which friends my child can play with? Y / N
20. Did I warn the nanny of any triggers that upset my children? Y / N
21. Did I go over a list of what is priority and what can wait? Y / N

A good nanny will also ask you many of these questions. Make sure your nanny is prepared for your job so that you don't get bombarded with questions on her first day.