



Daisycare Nanny Agency

Abn: 16520807767



Permanant and Casual In-Home Child Care

E: office@daisycarenannyagency.com

P: 0412 138 755

W: www.daisycarenannyagency.com

Registration Form

Family Details

Family Name: _____ Parents Names: _____

Address: _____

Home Phone: _____ Work Phone: _____

Mobile Phone: _____ Fax: _____

Email: _____

Work Details

Mums Occupation: _____ Business name: _____

Business address: _____

Work: _____ Phone: _____

Mobile: _____ Email: _____

Dads Occupation: _____ Business name: _____

Business address: _____

Work: _____ Phone: _____

Mobile: _____ Email: _____

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Children in Care:

Name: _____

Name: _____

Age: _____ DOB: _____ Sex: _____

Age: _____ DOB: _____ Sex: _____

Name: _____

Name: _____

Age: _____ DOB: _____ Sex: _____

Age: _____ DOB: _____ Sex: _____

Name: _____

Name: _____

Age: _____ DOB: _____ Sex: _____

Age: _____ DOB: _____ Sex: _____

Service you require

Babysitting	_____	Permanent Nanny	_____
Before/After School Care	_____	Casual Nanny	_____
Vacation Care	_____	Mothers Helper	_____
Live-in Nanny	_____	Wedding Care	_____

Starting date: _____

Hours and days required

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Start	_____	_____	_____	_____	_____	_____	_____
Finish	_____	_____	_____	_____	_____	_____	_____

More Information:

Duties

Your nanny should take on all tasks involved in the care of your child. These tasks include the sole care of the child and any domestic duties involved in their health and well being. Light domestic duties may be negotiated and included in the nanny's duties as long as they do not conflict with their primary responsibility of caring for your children.. Housekeeping duties for the family will not be preformed. (For Mothers helpers Housekeeping duties will be shared 50/50)

<u>Nanny Duties Required</u>	
<ul style="list-style-type: none"><input type="checkbox"/> Plan and carry out activities<input type="checkbox"/> Plan and prepare children's meals<input type="checkbox"/> Clean and tidy children's areas<input type="checkbox"/> Accompany children to activities<input type="checkbox"/> Bathing children<input type="checkbox"/> Supervise homework<input type="checkbox"/> Full baby care<input type="checkbox"/> Wash and iron children's clothes<input type="checkbox"/> Supervise homework<input type="checkbox"/> Tidying<input type="checkbox"/> Mopping/sweeping/Vacuum<input type="checkbox"/> Grocery shopping<input type="checkbox"/> Prepare family meals<input type="checkbox"/> Pet related duties	<p>Other Duties Required</p> <ul style="list-style-type: none"><input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____

Personality and Skills

Describe the type of person you will require and the personality that best suits your family life (eg quiet, organized, talkative, outgoing etc)

Please describe any skills or abilities you require?

Please supply any additional information you would like to add.

Other benefits

Rate of pay: _____

Rate for extra work or overtime? _____

Paid Sick Leave.

Please state days per year _____

Paid Annual Leave

please state days per year _____

Will the carer be required to take leave at particular times of the year?

(If yes please give details)

Will the carer be required to take leave at particular times of the year?

(If yes please give details)

How much responsibility will the carer have of the children?

Will a vehicle be supplied? _____

If yes is it auto or manual? _____

Are you insured for driver under 25 years of age? _____

Will the carer be required to use his/her own vehicle during employment? _____

NOTE: If yes. You will be required to reimburse the carer for any incurred cost associated with the use of their vehicle during employment)

Will the carer be required to travel with the family? _____

How often do you require the carer to travel with the family? _____

General Information

Will the carer receive a key to the family home? _____

Will the carer need to be familiar with security systems/procedures?

(If yes please provide the carer with these details in writing)

Please state which areas of the home that is off limits to the children?

Please state which areas of the home that is off limits to the carer?

Do you require the carer to speak a second language?

If yes please state _____

Benefits, Facilities for Live-in and Live-outs

Will lunch or dinner be provided during working hours?

Will the carer be required to eat their meal with the children/family during working hours?

The family will provide food consumed by the carer?

Will the family provide any extra items requested by the carer for the amount up to \$per week?

Are there any items that the carer cannot consume or bring into the family home?

Will the carer have his/her own phone line? (Live-in only) _____

Will the carer have access to the phone? _____

The family will only cover local calls. Agree _____

Any STD, mobile, International & competition lines will be covered by the carer. Agree _____

Any other benefits not covered that you would like to provide the carer with?

(Eg mobile phone, private use of car, Internet access etc) _____

Live In

Please state facilities available:

Self-contained; Own room; Own bathroom; Shared bathroom; Own TV / Video; Double bed; Single Bed; Other

Do you require the carer to leave the home on days off? _____

Would you mind if the carer leaves on days off? _____

Do you expect the carer to “disappear” when the children are asleep? _____

Food will be provided on days off. Agree _____

If yes will the carer eat with the family? _____

What are the television & music rules of the household?

Is the carer allowed to have visitors over? _____

Restrictions please provide details:

Any other information, benefits, household rules not covered in this application please provide details (eg time limits on phone/internet usage, housekeeping in own room, use of washing facilities...)

Do the children have any special interest/activities that they enjoy or attend? (If yes, please state below)

Will the carer be required to accompany them to these activities?

Yes (if yes, please state below)

Health and Wellbeing

Do the children have any medical conditions/disabilities or special requirements? YES / NO
Do the children have any allergies? YES / NO
Are there any dietary restrictions for the children? YES / NO
Do the children take any medication? YES / NO
Will the carer be required to administer this medication? YES / NO

(If yes to any of these questions please state below)

NOTE: (If yes please provide the carer with written instructions on the [Nannysure Insurance Permission Slip](#) to administer Medication what, when, & how much of this medication is required)

Before submitting, please be sure that all information you can enter is correct. If any necessary fields are left blank a Daisycare representative will be in touch as soon as possible to clarify.

By signing this [Registration Form](#) I hereby certify that the above answers are true and that we agree to the [Terms and Conditions](#) that is available on Daisycare Nanny Agency™'s website www.daisycarenannyagency.com. I agree to release and promise to hold Daisycare Nanny Agency™ harmless for any act of the Nanny. I also agree to hold Daisycare Nanny Agency™ harmless of any claim as a result of the placement.

Name: _____

Signature: _____

Date: _____

Please scan and return this completed form to Daisycare Nanny Agency™
office@daisycarenannyagency.com

Or Post to

Daisycare Nanny Agency™
5 Princess Street
Callala Beach, NSW, 2540