

Child Care Checklist

Parents' names _____

Address _____

Phone _____

Children's names and ages _____

Arrangements

Time to arrive _____ Time to leave _____

Who provides transportation? _____

Rates per hour _____ Rates per day _____


Where to reach parents _____

Check activities that are allowed:

- | | | |
|--|---|---|
| <input type="checkbox"/> Use of stereo and radio | <input type="checkbox"/> Use of refrigerator, kitchen | <input type="checkbox"/> Use of telephone |
| <input type="checkbox"/> Leaving the house with children | <input type="checkbox"/> Sleeping | <input type="checkbox"/> Use of computer |
| <input type="checkbox"/> Use of car | <input type="checkbox"/> Other: _____ | |

How to reach doctor

How to reach relatives, friends, neighbors

 How to reach Fire Dept. _____
How to reach Police/Sheriff _____

Routines

Menus and times for eating _____

Bedtime _____

Special toys to take to bed _____

Nap time _____

Story to read _____

Medicines _____

TV allowed _____

Outdoor play _____

Special Instructions

Baths _____

Activities _____

Discipline _____

Area of the house off limits _____

Friends the children may invite over _____

Pets _____

Extra Jobs to Do

_____ Wash dishes _____ Wash/dry clothes

_____ Clean _____ Ironing

_____ Other: _____

Other things to remember

Phone messages

Name	Phone number	Time of call	Message
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Deliveries or callers to expect

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