

# *How to Set Up* YOUR NANNY FOR SUCCESS



A step-by-step guide  
to set you and your nanny up  
for success

BY THE NANNY  
CONCIERGE

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# Introduce Your Expectations From The Start

Setting clear expectations with your nanny is crucial for a smooth and successful working relationship. To set clear expectations with your nanny it's important to have an open and honest conversation.



## *important tip*

Setting clear expectations and establishing a healthy and open line of communication go hand in hand! If you keep these two things in mind from the start you will have a lasting and successful professional relationship with your nanny.

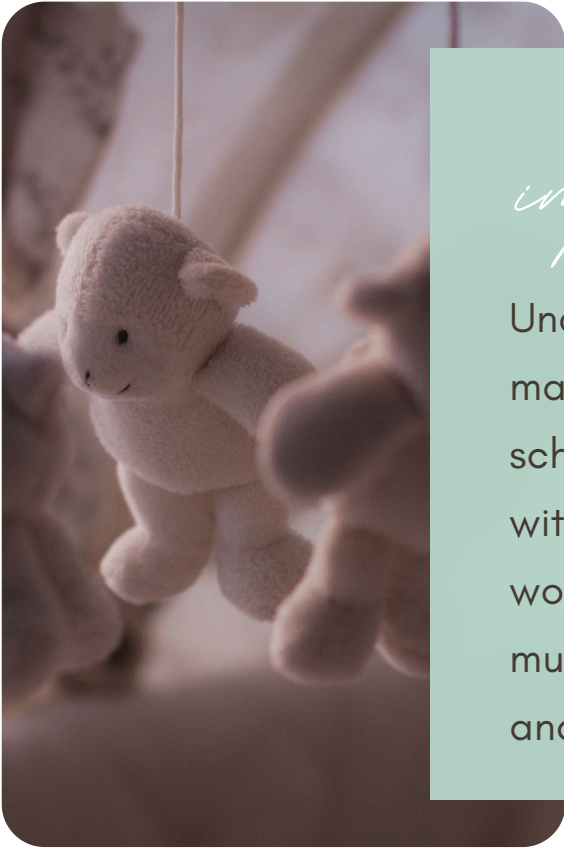
You can start by outlining the daily routines, specific tasks, and any household rules you'd like your nanny to follow, if you go through a nanny agency your offer of employment will outline this but we still suggest taking the time to review this with your nanny. Encourage your nanny to ask questions and share their thoughts too. This way, both of you will be on the same page right from the beginning!

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## Clearly outline and discuss your expectations:



- 1. Initial Meeting:** Start with a comprehensive meeting where you discuss your family's needs and routines. This is the perfect time to outline your expectations and get to know each other better. Make sure to cover:
    - Daily routines: Share your family's schedule, including meal times, nap times, and any regular activities.
    - Specific tasks: Clearly define the tasks you expect the nanny to handle, such as meal preparation, cleaning, or helping with homework.
    - Household rules: Explain any important rules, like screen time limits or dietary restrictions.
  - 2. Written Agreement:** Consider drafting a written agreement that details the nanny's responsibilities, working hours, and compensation, as a client, The Nanny Concierge will provide this for you. This written agreement can serve as a reference point and help prevent any misunderstandings. Include sections on:
    - **Job description**: A detailed list of duties and responsibilities.
    - **Work schedule**: Specific working hours and any flexibility required.
    - **Compensation**: Salary, benefits, and any additional perks.
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### *important tip*

Understand that unexpected situations may arise and be willing to adjust schedules if needed. Treat your nanny with respect, acknowledging their hard work and dedication to your family. This mutual respect will help build a strong and lasting relationship.

## How to Set Up Effective Communication With Your Nanny

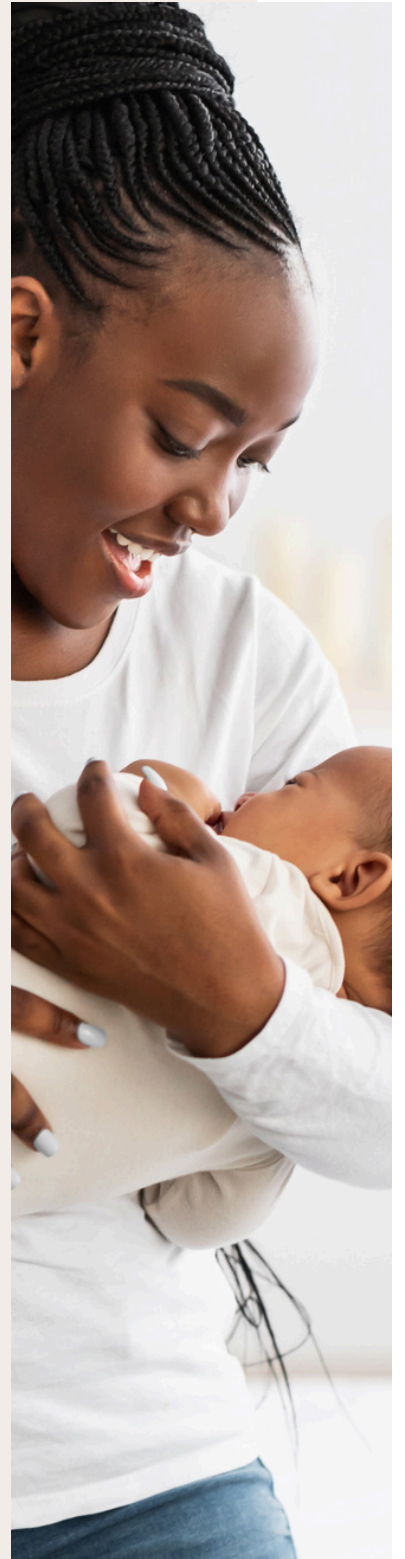
We understand that communication with your nanny can feel intimidating at times. However, good communication is key to a healthy and successful professional relationship. It helps set clear expectations, prevents misunderstandings, and fosters trust and respect between both parties. By maintaining open lines of communication, you can ensure that both you and your nanny are on the same page, which ultimately benefits the children in their care.

To help you foster a healthy line of communication with your nanny we have put together our top communication tips!

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## Here is a list of nanny communication tips:

1. **Regular Check-Ins:** Schedule time to discuss how things are going and any concerns.
2. **Active Listening:** Make sure to listen to their feedback and suggestions.
3. **Be Respectful:** Treat your nanny as a partner in caring for your kids.
4. **Encourage Openness:** Create a space where your nanny feels comfortable sharing their thoughts.
5. **Provide Feedback:** Offer constructive feedback in a positive and respectful manner.
6. **Express Appreciation:** Recognize their hard work and efforts regularly.



## Conclusion and Next Steps

By following these steps, you can set clear expectations with your nanny and create a positive and productive working relationship. Clear communication and mutual respect are key to ensuring that both your family's needs and your nanny's needs are met.

Hiring The Nanny Concierge can make setting clear expectations and maintaining effective communication with your nanny much easier. Through our elite process and expertise in vetting, we ensure we will find you the right fit. We also provide ongoing support and resources, helping you establish a solid foundation for communication and clear guidelines from the start. This way, both you and your nanny can enjoy a smooth and harmonious working relationship.



*Thank you!*

“The Nanny Concierge builds lasting relationships between nannies and families.”

Contact us and find your nanny today!



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