

Seriously Kids™

Supporting, educating, empowering.... Seriously useful

A nanny diary by no means replaces communication between a nanny and the parents it's to complement verbal communication as it is not always possible to have in-depth chats so a nanny diary is a good system of recording the day's events. It can be simple or complex.

Please Note: A diary provides a perfect point to aid communication between yourself and the parent.

COMMUNICATION DIARY

Communication is vital in any relationship and is particularly important in a nanny position.

It can include photos, recommendations, requests, developmental records in observations, checklists and so on. A nanny diary can reflect the general mood for the day, etc or merely record the daily tasks including medications, nappy changes/toilet training, food intake, sleep, etc. This is something that is determined in consultation with the family.

If you care for a baby it is particularly helpful to parents to have it noted down for future reference just what the child have done during the day in relation to their sleep, what they have eaten and what bowel movements they have done.

The front of the diary is generally a good spot to allocate essential names and addresses the parent or nanny may require such as doctors, dentists, parent's work telephone numbers, and emergency contact numbers, etc.

A nanny diary is simply a written form of communication that provides supplementary information and can be used as a way of documenting changes and development of the child through time. It can be priceless. It may provide a parent peace of mind. For example should they return home to an empty house, one look in the diary shows where the nanny and child are expected to be at that particular time. It can allay any fears or it can help in understanding a child's temperament- if they are cranky because of a very busy day, if the baby hasn't moved their bowels properly, etc.

If a temporary nanny is required, it also helps to make a smooth transition for that period, as the temp nanny can refer to the permanent nanny's notes and vice versa when the permanent nanny returns. Even simple things like meal times can be made easier, as the parent or nanny can avoid repeating the same menu the following day, simply by looking at the day's record.

It is a great point to be able to track developmental milestones as well. It also good as at the beginning of each month; there is an area to write notes on goals for the following weeks (if this is applicable in your position). You could even use a store bought diary (preferably a day to view style) to record per day the events/milestones/outings, etc.



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DETAILS

Date: / /

Parents comments
for the day:

Emergency Contact
Number:

MEALTIMES

Breakfast:

Lunch:

Dinner:

Snacks:

Comments:

ACTIVITIES

Play:

Music:

Cognitive Learning:

Physical Development:

Language & Literacy:

Outdoor:

Outings:

Comments:

TOILETING/NAPPY CHANGES

Time	Dry	Wet	Soiled	Nappy	Toilet Training	Accident
:						
:						
:						
:						
:						
:						

Comments:

SLEEP TIMES

From _____ To _____
: _____ - _____ :

Comments:

From _____ To _____
: _____ - _____ :

Comments:

From _____ To _____
: _____ - _____ :

Comments:

Other

Medication:

_____ :

_____ :

_____ :

Comments:

SUMMARY

Kitty used:

Supplies Required:

Development and/or
Milestones:

Nanny
Comments: