



## FAMILY - NANNY CONTRACT

**Family Name:**

**Address:**

**Phone #:**

**Name of Nanny:**

**Nanny's Address:**

**Nanny's Phone #:**

**This agreement is to define and mutually agree upon the following terms, provisions, and**

**conditions for the care of**  
\_\_\_\_\_.

**Work Hours:**\_\_\_\_\_.

**Compensation:** The nanny shall be paid \_\_\_\_\_ weekly/bi-weekly gross. When the family travels or has personal days and does not need the nanny to work, the nanny will still be paid the weekly salary.

**Taxes:**(optional): The employers will deduct all applicable taxes from the nanny's paycheck and make tax payments to the IRS, including FICA ( Social Security and Medicare taxes), FUTA (federal and state unemployment insurance taxes), and federal state income taxes.

**Vacation:** The nanny will be entitled to up to 2 weeks of paid vacation time. The employers must receive at least 3 weeks notification prior to the scheduling thereof. The timing of the vacation should be mutually agreed upon by the employers and the nanny, preferably to coincide with the family's vacation time.

**Holidays:** The nanny will be entitled to the following paid holidays to the extent that they fall on regularly scheduled work days: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve, and Christmas Day...

**Sick Days:** The nanny will be entitled to up to 5 paid sick days. The nanny shall notify the employers as early as possible, and by 6:00a.m. that morning at the absolute latest, when she

will be taking a sick day.

**Personal Days:** The nanny will be entitled to up to 2 paid personal days. The nanny shall give at least 1 week's notice before taking a personal day.

**Job Responsibilities:** The nanny shall ensure that the child/children are never left unattended and without direct supervision. It is the employers' responsibility to provide the nanny with adequate information, guidance and instruction to enable nanny to complete any task that is requested as a part of this agreement. It is the nanny's responsibility to ask for assistance or guidelines in the performance of any activity that may be new to her, or in any situation in which she is unsure for which she desires additional information. Specific nanny responsibilities and duties are those relating to child care only, such as providing loving and responsible care for the children of the family.

**This care includes, but is not limited to the following:**

**Meals:** The preparation and feeding of meals to the child as instructed by the employers.

**Dressing:** Including changing of diapers, and hygiene: The nanny shall ensure that the child is properly dressed for the activities in which the child/children are engaged and the weather he is exposed to (sunscreen, hats, etc.) The nanny may be required to give the child baths from time to time. At the appropriate time as his development permit, the nanny shall help the child/children learn about personal hygiene to include: learning how to dress themselves, potty training, brushing teeth after each meal, etc., as well as aiding them to clean their mess when he/she is done playing.

**Nap Time:** The nanny shall do her best to ensure that the child gets his/her proper nap times each day.

**Recreation:** The nanny will play with the child to encourage speech, personality development, including reading to the child. The nanny will ensure that all play is supervised, and that the child is never left unattended and without direct supervision.

**Social Activities:** The nanny will take the child out to group social activities as agreed upon by the employers and nanny. This can include story times at bookstores, play groups, swim classes, and other preplanned activities such as classes at Gymboree, etc.

**Learning Activities:** At the appropriate time as the child's development permits, the nanny will strive to teach the child proper speech, the basics of counting, their ABC's, shapes, colors, courtesy, sharing, and neatness.

**General Household Maintenance:** The nanny will be responsible for the following domestic duties which are directly related to the care of the child. Kitchen; daily cleaning of the kitchen areas, high chairs, dishes, and bottles that are used by the child/children and the nanny (the nanny will put dirty dishes in the dishwasher.) Nursery/play areas; daily picking up of toys and clothes in the child's nursery and play areas. Garbage; the nanny will be responsible for the

emptying of the diaper pail as needed. Laundry; the nanny is responsible for laundering the clothes and the bedding of the child as needed. The nanny will not be expected to clean up after or do laundry or household chores for the employers, or any other members not directly under her care.

**Outdoor Boundaries:** Unless directed otherwise by the employers, the child must remain in \_\_\_\_\_ neighborhoods and must not be taken beyond it without the prior consent of Employers. If the nanny wishes to take the child beyond the neighborhood for specific child-related activities, she must obtain prior consent from the employers.

**Use of automobile**(optional): The nanny will have the use of the employer's provided automobile when needed during the work day for the purposes of transporting the child, as agreed upon in advance by the employers. The child is to be properly restrained in the family's car seat as directed by the parents at all times. The child shall never be left unattended in the automobile or otherwise. Automobile maintenance will be at the family's expense. The employers will cover the nanny under their automobile insurance policy.

**Communication:** Good communication is essential. Problems and issues with the child's behavior, routine, nanny's duties, or other matters should be brought to the attention of the employers as soon as they occur. Likewise, if the employers have any problems with the aforementioned issues, the employers should bring them to the attention of the nanny as soon as they occur. The nanny promises to be honest and up-front with the employers regarding all aspects of the child's/children care and in return asks the same of the parents.

**Emergencies:** If a medical emergency arises, the nanny must contact the parents immediately.

Mother's work #:

Mother's cell #:

Father's work #:

Father's cell #:

**If necessary, the nanny must not hesitate to call 911 or the Poison Control Center prior to calling the employers. A list of phone numbers to call in case of emergency shall be posted on the kitchen refrigerator.**

**Term of Employment/ Notice of Termination:** This contract for childcare is for a term of one year. Near the expiration of the one year term, the parties will discuss continuation of employment and renegotiation of the terms.

The nanny must give four (4) weeks notice of termination of employment if she wishes to discontinue employment from the contractual term. The nanny is encouraged to stay with the employers and child until a replacement can be secured. The employers must give the nanny (4) four weeks notice if her services will no longer be required within the one year contractual term.

**Signatures:**

Nanny:	Date:
Family:	Date:

NOTES: