

## **CHILD CARE CHECKLIST QUESTIONS FOR PARENTS/GUARDIANS**

You can use this **Parent Checklist** to help you think about, explain, and communicate your family's rules to a caregiver that may be new to your household. This checklist will help you to talk about safety rules inside your home and out in the neighborhood. Take a little time to explain why you've made certain rules, so your caregiver understands exactly what they mean. Don't assume your caregiver will make certain decisions the same way you would – communicate your expectations!

- ✓ Have you left all the important and emergency phone numbers the caregiver will need? These should include police, fire, poison control center, ambulance/rescue squad, doctor, neighbors, friends, relatives, or others. Is the list up-to-date?
- ✓ Have you left your work/cell phone number? Is it OK to be called if there are questions or do you only want to be called in an emergency?
- ✓ If applicable, do you want your home phone to be answered or leave calls to the answering machine? If the machine is on, how will you get through if necessary?
- ✓ Do you keep the doors locked at all times? Is there more than one door the caregiver should know about? What if someone gets locked out? Is there an alarm system that needs special instructions?
- ✓ Is there a thermostat/air conditioner control the caregiver should know about? Can the temperature be adjusted if necessary?
- ✓ Do you have any pets? Have you explained where they will be kept while the caregiver is there?
- ✓ Have you reviewed your children's general schedule for the day? Did you include information about meals and snacks, nap times, homework for older children, or instrument practice?
- ✓ Are there any rules for watching TV, using the computer, or running electrical or kitchen appliances such a microwave or stove? Is there anything you don't want the caregiver or your children to use?
- ✓ Do your children have rules about playing outside? Near your home? In your neighborhood? Can they go over to a friend's house?
- ✓ Can the caregiver take your children outside? Is there a local park nearby?
- ✓ Can older children walk or ride their bicycles around the neighborhood? Are bike helmets easily located?
- ✓ How much detail do you want from the caregiver when you come home? For babies, will it include food, sleep, bowel movements, and minor accidents? For older children, will it include food, homework, and TV time? Do you want the information in writing?