

Nanny Agreement

An agreement between a family and a nanny who cares for their children in the family home. Template v1.0.

Date of this agreement: _____

Parent or guardian: _____

Nanny: _____

In this agreement the parent or guardian above and their household are the Family, and the person above who will care for the children is the Nanny.

1. The children and the work

Children and ages:

Start date: _____

Duties:

The Nanny's first duty is the safety and wellbeing of the children. Other tasks always come second.

2. Hours and pay

Regular schedule:

Gross pay per hour: _____

Overtime: _____

Pay day: _____

Any hour worked beyond the regular schedule is paid at least at the hourly rate. Hours that count as overtime under the law are paid at the overtime rate above. The Family asks for extra hours in advance where it can. Each pay day the Family gives the Nanny a pay statement showing hours, gross pay and deductions.

Where the law makes the Family the Nanny's employer, the Family registers as an employer, withholds and pays the payroll taxes and contributions due, and gives the Nanny any year end tax forms.

3. Time off

Paid time off each year: _____

Paid sick days each year: _____

The Nanny asks for planned time off in advance where possible. If the law gives the Nanny more paid time off, sick leave or public holidays than this agreement does, the law applies.

4. House rules

House rules, if any:

The Family tells the Nanny about any change to the house rules before it applies.

5. Safety and emergencies

The Family gives the Nanny emergency contacts, the children's medical information and any allergy or care plans. In an emergency the Nanny first makes the children safe, calls emergency services if needed and then tells the Family as soon as possible. The Nanny never leaves the children unsupervised and never cares for them while impaired by alcohol or drugs.

6. Driving

The Nanny drives the children only with the Family's permission given in advance. The Nanny must hold a valid licence, follow road laws and use the right car seats. Any car used must be insured for this use.

7. Privacy

The Nanny keeps the Family's private matters confidential during and after this agreement. The Nanny does not post photos, videos or details of the children or the home on social media or anywhere public without the Family's written permission. The Family respects the Nanny's privacy and tells the Nanny about any cameras in the home.

8. Trial period and ending

Trial period from the start date: _____

Notice to end after the trial period: _____

During the trial period either party may end this agreement with one week's written notice, or longer if the law requires. After it, either party may end this agreement with the written notice above, or longer if the law requires. The Family may pay the Nanny for the notice period instead of asking them to work it. Either party may end this agreement at once for serious misconduct, as far as the law allows.

9. General

This agreement is governed by the laws of:

Nothing in this agreement takes away a right the Nanny has under employment law. This is the whole agreement between the Family and the Nanny. A change is valid only in writing signed by both. If a term cannot be enforced, the rest still applies.

Nanny phone (the Nanny fills this in): _____

Nanny

Signature

Name

Date

Parent or guardian

Signature

Name

Date