



Induction: Child carer

When your new child carer begins employment it is essential that you conduct a simple induction. This will ensure that your new carer is confident & prepared for the role and will also provide you with peace of mind.

Encourage your carer to take notes & ask plenty of questions.

Some points worth covering

- Discuss your child's needs, preference, dislikes, allergies & medication. It is a good idea to provide written permission for administering required medication.
- Discuss what your child enjoys to eat, and also what you would like them to eat.
- Go through your child's routine (sleep, play, bath time, eating, extracurricular activities).
- Explain your release procedure. It is a good idea to provide written permission for releasing your child to authorized people.
- Describe your house rules (answering & making phone calls, answering the door, locking up procedure, petty cash/expenses)
- Show your carer around the house, detailing where to find & how to use equipment such as stove, washing machine etc.
- Introduce your carer to neighbours, relatives & those who she will come into contact with regularly.
- Complete the Emergency Contacts list and go through the details as well as your desired emergency procedure.
- Make sure your carer knows how to use your car seat, buggy, highchair, etc.
- Make sure that your carer knows the vicinity & how to reach destinations such as your child's school, doctor, parks, etc.

Remember to go through the **tips to keep your home safe** with your child carer, making amendments & additions as necessary.

Advice and information herein provided is intended solely as guidance and is provided "as is", without any endorsement or representation and without warranty of any kind.

Emergency contacts

Family name:	Home address:
Emergency: 112	Contact 1 (mobile):1
Ambulance: 999	Contact 1 (work):1
Garda: 999 or 112	Contact 2 (mobile):
Fire department: 999 or 112	Contact 2 (work):
Poison centre: 01 809 2566	Other contact:
Doctor:	Other contact 2: