

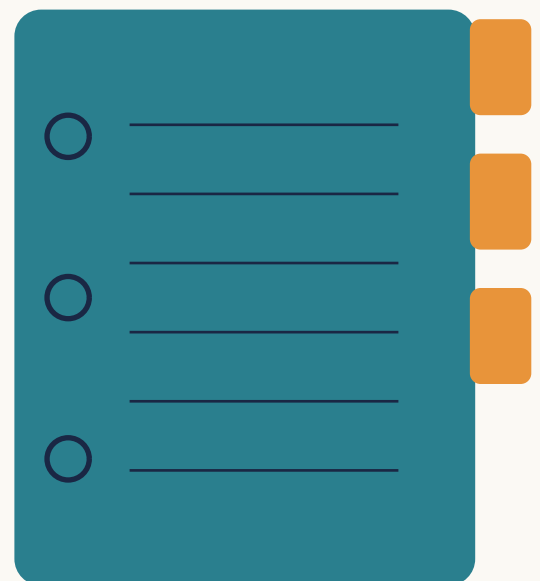


NANNY DAILY LOG & EMERGENCY INFO SHEET

Nanny Daily Log & Emergency Info Sheet

How the day went, and who to call — a filled-in example and blank pages to print.

[Free printable](#)



Daily log — example

One row per child per day, so the parents walk in knowing how the day went. This page is filled in with a fictional example family (The Brightwater household) so you can see how it reads; the blank copy follows.

Date	Child	Meals	Nap	Potty	Activities	Mood / notes
Sep 22	Nora	Oatmeal; turkey sandwich and carrots; pasta with peas	12:45 PM to 2:15 PM	Used the potty four times, no accidents	Library story time, block tower	Great — She picked out two library books and wants to show you.
Sep 22	Theo	Oatmeal and banana; mashed sweet potato; pasta	12:45 PM to 2:30 PM	Four diapers	Library story time, floor play	Good — Clapped along at story time.
Sep 23	Nora	Toast with butter; chicken and rice; roasted vegetables	No nap	Used the potty three times	Preschool 9:30-12:00, then backyard play	Good — No rest today; she read quietly in her room instead.
Sep 23	Theo	Oatmeal; chicken and rice; yogurt	12:45 PM to 2:30 PM	Three diapers	Walk with Biscuit (the dog), music with the xylophone	Okay — A bit drooly and gnawing on everything; the chilled ring helped.
Sep 24	Nora	Oatmeal; leftover pasta; cheese quesadilla	12:45 PM to 2:30 PM	Used the potty five times	Music class	Great — Learned a new song and sang it at dinner.
Sep 24	Theo	Oatmeal; leftover pasta; peas	12:45 PM to 2:45 PM	Four diapers	Music class	Good — Slept well. Mild redness on one elbow; worth a look tonight.
Sep 25	Nora	Toast; tuna sandwich; soup	No nap	Used the potty four times	Preschool, playground	Okay — Tired and quiet after preschool, with a few tears about a friend's birthday party she was not invited to.
Sep 25	Theo	Oatmeal; sandwich pieces and fruit; soup	12:30 PM to 2:00 PM	Three diapers	Playground, board books	Fussy — Fussier than usual this afternoon; still teething.
Sep 29	Nora	Oatmeal; chicken wrap; rice and beans	1:00 PM to 2:30 PM	Used the potty three times	Craft table, walk with Biscuit	Good — Made a paper-plate puppet for you.
Sep 29	Theo	Oatmeal; chicken and rice; applesauce	12:45 PM to 2:30 PM	Four diapers	Craft table with finger paints, walk	Good — Finger paints were a hit.
Sep 30	Nora	Toast; cheese and crackers; soup and fruit	No nap	Used the potty four times	Preschool, backyard play	Fussy — Skipped her rest again. Cranky around 4:00 PM, so her TV show ended a few minutes early.
Sep 30	Theo	Oatmeal; sandwich pieces; pear slices	12:45 PM to 2:15 PM	Three diapers	Playground, board books	Good — Happy day. Please restock the diaper bag with wipes.

Emergency info — example

In an emergency, call 911 first. Then call down this list in order until you reach someone. Filled in for a fictional family (The Brightwater household); the blank copy follows.

What to do

1. Call 911 for anything that looks like an emergency, and give the home address.
2. Then call down the list, in order, until you reach a parent or another adult on it.
3. For anything swallowed, call Poison Control (1-800-222-1222 in the US, 24/7).
4. Write down what happened and the time, in the daily log, while it is fresh. (These are the parents' own instructions, not medical advice.)

Call down this list, in order

Name	Relationship	Phone	Notes
Priya Brightwater	Mother	(555) 010-0142	First call. Works downtown; usually answers within a few minutes.
Sam Brightwater	Father	(555) 010-0143	Second call if Priya does not answer.
Elena Brightwater	Grandmother (Sam's mother)	(555) 010-0156	Lives 15 minutes away; can come to the house.
Marcus Okafor	Neighbor	(555) 010-0161	Next door, has a spare key.
Dr. A. Lindgren, pediatrics	Pediatrician	(555) 010-0177	Office is open weekdays. The after-hours line is on the practice's recording.
Poison Control	Poison helpline	1-800-222-1222	US Poison Help line, open 24/7. For an emergency, call 911.
Elm Park Urgent Care	Nearest urgent care	(555) 010-0184	Open evenings. For anything that looks like an emergency, call 911 first.
Maya Ellison	Nanny (for reference)	(555) 010-0191	Listed so a backup sitter can reach her.

Medical alerts

Child	Allergy	What to do
Nora	Tree nuts	Parents' instructions: for any reaction, call 911, then a parent. The parents will note where any prescribed emergency medicine is kept.
Theo	Eggs (being monitored)	Parents' instructions: call a parent right away with any hives or swelling, and call 911 if breathing is affected.

One row per child per day, so the parents walk in knowing how the day went. Copy this page as often as you need.

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Emergency info — blank

1. Call 911 for anything that looks like an emergency; give the home address. **2.** Then call down the numbers below, parents first, until you reach someone. **3.** Anything swallowed: Poison Control, 1-800-222-1222 (US, 24/7). **4.** Write down what happened and when.

Home address (for 911)	
Nearest cross street	
Parent 1 — mobile	
Parent 1 — work	
Parent 2 — mobile	
Parent 2 — work	
Pediatrician	
Poison Control	
Preferred hospital	
Neighbor with a key	
Nearby relative	
Insurance card is kept	

Name	Relationship	Phone	Notes

Medical alerts

Child	Allergy or condition	What to do

When you also pay someone

This sheet covers the caregiver's side: how the day went and who to call. If you also employ the person who fills it in, there is a second job — keeping the pay records straight.

WHAT THE FULL KIT ADDS

Each workweek's pay worked out for you — **guaranteed hours** when the family cancels, **overtime** past 40 hours (the default) for live-out caregivers, **PTO balances**, and mileage kept out of wages — rolled into quarter totals and a **year-end packet** for your payroll service or preparer. A 14-tab workbook for Excel & Google Sheets, plus printable binder pages and a guide. **A one-time purchase you keep — no app, no subscription.** [Get Nanny Binder & Household-Employer Records Kit >](#)

See the full range at ardentworkshop.com.

Records only — not medical, legal, tax or payroll advice. The Brightwater household is fictional. Free to use and to share as-is; please don't resell it.

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