

# WELCOME



Hey [.....],

Welcome to your new home. We're so happy you're here! Living with us in a new country can be overwhelming. But please remember, our home is your home, a place where you can feel comfortable, safe, and part of the family. And if at some point you feel uncomfortable and would like to make some changes, please let us know and we can discuss it.

We know you'll bring your own ideas, culture, and energy, and we can't wait to learn from you too. We hope you'll enjoy spending time with the kids, discovering our routines, and finding your own space to explore, make friends, and have fun.

In your welcome package, you will find your transportation card, health insurance card and a gift card for our local shopping center. Please feel free to use the gift card to get whatever you need to make your room and self-feel at home.

So, if you ever have questions, worries, or just want to talk, please don't over think it. We're here for you.

Welcome Again!

## House & Cohabiting

### Quiet times

Our house gets pretty busy during the day, so evenings are when things calm down. After about 10 pm, we try to keep things quiet so the kids can sleep well. You're very welcome to watch a show, chat with friends, or listen to music — just keep the volume low.

### Guests policy

We'd love for you to feel free to invite friends over. Just give us a quick heads-up so we know who's around. Overnight guests are something we'd need to agree on together. We want you to feel at home, while also keeping things safe and comfortable for the whole family.

### Smoking/alcohol rules

No smoking inside the house. If you smoke, please do it outside. Alcohol is fine in moderation, just not when you're taking care of the kids.

### Use of common spaces

The kitchen, living room, garden — they're yours to enjoy too! We only ask that you tidy up after yourself so everyone can enjoy the space.

### Bedroom details

This is your private space — your little home inside our home. Feel free to decorate and make it cozy. We'll provide fresh linens, towels, and furniture. We won't go into your room without asking, and we ask that you keep it reasonably tidy.

## Laundry rules

You can use the washing machine and dryer anytime. We'll show you how everything works. Family laundry and your laundry are usually separate unless we decide differently together.

## Family meals

We usually eat at [insert times]. You're warmly invited to join us for meals, but of course, you can also cook your own food if you like. If you'd love to share a dish from your culture, we'd be super excited to try it!

# Children & Routines

## Daily schedule

The kids have a regular rhythm — school/daycare, activities, playtime, and bedtime. We'll give you a clear weekly plan so you always know what's happening.

## Bedtime routines

Our children need their wind-down time. Bedtime usually includes brushing teeth, reading a story, and lights out at [insert time]. They may try to negotiate, but consistency is key 😊.

## Care instructions

Every child is unique. We'll share with you what comforts them when they're upset, how we handle screen time, and our approach to discipline. We trust you to keep things consistent with us.

## Medical info

We'll give you all important details — allergies, medications, and

doctor contacts. In case of emergencies, you'll know exactly what to do and who to call.

## Emergency plan

We'll explain step by step what to do if something urgent happens, including phone numbers, hospital addresses, and neighbors who can help.

## Work & Expectations

### Weekly schedule

You'll have a clear timetable with your working hours and free time. We want you to know exactly when you're "on duty" so you can relax fully during your free time.

### Household tasks

Your focus is the kids i.e. playing with them, helping with homework, preparing their snacks, tidying toys. You may also help with light household chores (laundry for the kids, setting the table). You are **not** responsible for deep cleaning or adult chores.

### Boundaries

We want to be clear, so you don't feel overwhelmed and frustrated. You're not expected to do everything. Your job is to support, not to replace a cleaner or parent.

### Pocket money

You'll receive [insert amount] every week on [insert day]. This is your money to use however you like.

### Transport use

We'll explain how you can use the family car or bike. If you're

driving, we'll go through insurance rules, safety, and fuel. If you use public transport, we'll help you with tickets and passes.

## **Mobility & Independence**

### **Public transport info**

We'll show you the nearest bus/train stops and how to get tickets. We'll also point out useful routes for school, language classes, or the city center.

### **Bike/car rules**

If you use a bike, helmet and locks are provided. If you drive, safety comes first, no texting and follow traffic laws.

### **Local area guide**

We can provide you with tips on nearby shops, cafes, gyms, libraries, and places you might enjoy. We can also show you nice spots to relax, like parks or walking trails.

### **Emergency services**

There is an emergency list located on the fridge.

## **Cultural & Social Life**

### **Meeting other au pairs**

There are lots of au pairs nearby, you connect with via social media groups.

### **Family traditions**

We'd love for you to be part of our birthdays, holidays, and family

traditions. It's up to you how much you want to join in but you're always welcome!

### **Cultural exchange**

We're curious about your culture too! Share your favorite recipes, music, or traditions with us. We'd love to learn from you.

## **Communication**

### **Preferred communication**

For small things, feel free to WhatsApp us. For bigger topics, we'll set aside time each week for a family check-in.

### **Feedback & misunderstandings**

We know things can get lost in translation sometimes. Therefore, we'd rather try talk openly and if that doesn't work so well, we can use translations as an assistant. We'll give you honest but kind feedback and hope you'll do the same.

### **Questions encouraged**

Please ask if something is unclear! Whether it's about the kids, the dishwasher, or local customs. There are no stupid questions ONLY stupid responses.

# CHECK LIST

## House & Cohabiting

☐ Quiet times:

---

☐ Guests policy:

---

☐ Smoking/alcohol rules:

---

☐ Use of common spaces:

---

☐ Bedroom details:

---

☐ Laundry rules:

---

☐ Family meals:

---

## Children & Routines

☐ Daily schedule:

---

☐ Bedtime routines:

---

☐ Care instructions:

---



☐ Medical info:

---

☐ Emergency plan:

---

## Work & Expectations

☐ Weekly schedule:

---

☐ Household tasks:

---

☐ Boundaries:

---

☐ Pocket money:

---

☐ Transport use:

---

## Mobility & Independence

☐ Public transport info:

---

☐ Bike/car rules:

---

☐ Local area guide:

---

☐ Emergency services:

---

## Cultural & Social Life

☐ Meeting other au pairs:

---

☐ Family traditions:

---

☐ Cultural exchange:

---

## Communication

☐ Preferred communication:

---

☐ Feedback & misunderstandings:

---

☐ Questions encouraged:

---

## Schedule Plan

### Weekly Schedule

Use this to help planning, weekly tasks, childcare, and free time.

Time	Mon	Tue	Wed	Thur	Fri	Sat	Sun
09:00-10:00							
10:00-11:00							
11:00-12:00							
12:00-13:00							
13:00-14:00							
14:00-15:00							
15:00-16:00							
16:00-17:00							
17:00-18:00							
18:00-19:00							
19:00-20:00							

## Notes & Reminders

[illegible]