

Hopes and Dreams  
**Nanny and Babysitting Agency**



**Non-Attending Parents  
Information  
April 2011 – March 2012**

**Bookings:** 020 7833 9388

**Email:** [babysitters@hopesanddreams.co.uk](mailto:babysitters@hopesanddreams.co.uk)

**HOPES AND DREAMS  
Babysitting Service**

Hopes and Dreams Babysitting Agency have an excellent reputation for providing a first class babysitting service for parents in the London area.

Hopes and Dreams supply professional nannies and babysitters for both day and evening work. Personally interviewing and reference checking each member of staff ensures an exclusive service and a detailed profile of each member can be provided prior to appointment. Security is of paramount importance to us and we work very closely with all police databases and information held under s.142 of the Education Act to ensure the highest standards are maintained at all times.

We have an excellent nanny, mother's help and nursery nurse service. We introduce suitable candidates for you to interview and employ on terms agreed by yourself and the carer. If, however, your week is fairly unstructured and you need staff on an adhoc basis, the Babysitting Agency will be more suited to your needs. Please call the Agency to discuss your requirements further.

All our sitters/carers are required to have previous experience in childcare and in most cases, members will be from a nursing profession, medical students or qualified NNEB nannies or teachers.

## Booking Information

Booking can be made through our office by email at [babysitters@hopesanddreams.co.uk](mailto:babysitters@hopesanddreams.co.uk) or telephone 020 7833 9388. Sitters can be found at short notice, but it is preferable for as much notice as possible to ensure we find the right person for your needs.

We always recommend a Professional Nanny for children under the age of 2 years.

## Important Information

Please ensure that you provide a meal for your sitter if the booking exceeds 5 hours.

For all babysitting requirements, sitters will arrive ten minutes early to discuss your requirements and any special instructions. Please give them as much information as possible to assist with your needs. It would also be helpful if you could give them an approximate time of return, and to let them know if you will be delayed.

## Terms and Conditions

### **Booking Confirmation**

We will confirm your booking as soon as a Babysitter/Nanny has been appointed.

### **Cancellations of Bookings**

If you cancel with less than 24 hours notice (48 for Bank and Public Holidays) the minimum four hour charge will apply in addition to the booking fee.

### **Contact Numbers**

Please ensure that you leave at least two contact numbers with your Sitter, in case of emergency. One of these should be your mobile number.

### **Travelling Expenses**

Our Sitters are responsible for their own travel to the booking and home before 10.30pm. For bookings finishing at 10.30pm or thereafter, or in cases where there is no reasonable public transport, arrangements will need to be made and paid for. In the interests of safety, if a black cab is unavailable, a mini cab should be ordered through a reputable local company.

## Fees

For babysitting appointments, a fee of £13 is payable per booking to the Babysitting Agency, please note that for bookings with less than 24 hours notice £5 will be added to the booking fee. This payment is taken by credit card. Payment of the hours worked is made directly to the babysitter in cash. A minimum of four hours charge is chargeable to all bookings.

	<u>Nannies</u>	<u>Babysitters</u>
<u>Monday to Friday</u>		
8am – 7pm	£7.00 per hour	£6.50 per hour
7pm – finish	£7.50 per hour	£7.00 per hour
<u>Saturday and Sunday</u>		
8am – 7pm	£8.00 per hour	£7.50 per hour
7pm – finish	£9.00 per hour	£8.00 per hour

Rates are **doubled** for Bank Holidays and Valentines Day  
**Special Rates** apply for Christmas, New Year and Easter.  
Please contact the office for further details.

## Registration Agreement

**GET 20% DISCOUNT ON YOUR INITIAL REGISTRATION FEE  
IF A FRIENDS REGISTERS WITH YOU!**

I wish to register with the Hopes and Dreams Babysitting Agency. I have read, understood, and agree to the terms and conditions of the Hopes and Dreams Babysitting Agency outlined in this booklet.

I understand that a £75 initial registration fee is payable to the Babysitting Agency. Each consecutive year thereafter a reduced fee of £55 will be charge. A £13 booking fee is payable for each booking made, and is payable by credit card. For each booking place with less than 24 hours notice £5 will be added to the booking fee.  
**Please note we do not accept American Express credit cards.**

I have completed the Information Form for Babysitting, providing my child's details and requirements.

If I decide to offer permanent or temporary employment to any babysitter/nanny or staff member associated with Hopes and Dreams, who has been introduced to me by Hopes and Dreams Babysitting Agency, I agree to being charged the appropriate placement fee.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_



# Information Form for Babysitting

This form is designed to help our babysitters respond to the needs of your children. Please give us any information you feel is relevant to help them build a relationship in the short time they are together.

	Name of Child	DOB	Gender
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Mother's name: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Home telephone: \_\_\_\_\_

Mother's Work/Mobile \_\_\_\_\_

Father's Work/Mobile: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

Preferred contact for text alerts and information:

Email address: \_\_\_\_\_

Ethnic Religion/background: \_\_\_\_\_

Bedtime routine/time: \_\_\_\_\_

\_\_\_\_\_

Mealtime routine/time: \_\_\_\_\_

\_\_\_\_\_

Medication requirements: \_\_\_\_\_

\_\_\_\_\_

Allergies: \_\_\_\_\_

\_\_\_\_\_

Any other Information:

\_\_\_\_\_

Please give details to the nanny/sitter of food, television and areas of the house available to him/her.

Thank you for taking the time to complete this form.

Signed: \_\_\_\_\_

Full Name (print): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_

Where did you see our advertisement?  
\_\_\_\_\_



**Montessori Nursery School**

339-341 City Road  
London EC1V 1LJ

Email: [city@hopesanddreams.co.uk](mailto:city@hopesanddreams.co.uk)

Website: [www.hopesanddreams.co.uk](http://www.hopesanddreams.co.uk)

Telephone: 020 7833 9388

Fax: 020 7837 5517

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Website: [www.hopesanddreams.co.uk/babysitters](http://www.hopesanddreams.co.uk/babysitters)

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INVESTOR IN PEOPLE

