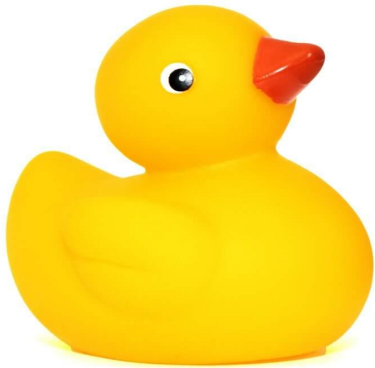


How to Find

a

Daycare

for your baby



How to use the forms

Identifying Your Needs

Use this form to make a list of your daycare needs. Sort each of your needs by a must-have, want to have, and a nice to have. I suggest you identify no more than 5 needs for each category.

Initial List of Possible Daycares

Write down those daycares that you have heard about, you've seen while driving, have been recommended to you, or discovered during your research. This form gives you space for 20 different daycares. It should be enough to get you started without getting overwhelmed. Once you have a list, start evaluating (pre-screening).

Evaluating a Daycare

You have two different forms. One for “pre-screening” and another one for “*touring*” a daycare. Even though the format for both forms is very similar, they contain different areas to evaluate.

To make it simple, both forms are based on a point system. Use the following rating system: “**3**” for *loved it!* or *awesome*, “**2**” for *good*, and “**1**” for *not for me*. An example form is included in this packet.

- **Daycares Contact Information**

While evaluating the daycares in the pre-screening phase, add to this form the information of those daycares. Everything is in one place for easy access whenever you need it.

How to use the forms

- **Comparing Daycare Costs**

Have this form handy when calling the daycares and add all the daycare costs involved. At the end you can decide which one is out of your budget and enter a “1” under the costs column of the “Evaluating a Daycare - *Pre-screening*” form.

Evaluating a Daycare - “Touring”

Remember to use the simple ranking system recommended earlier: “3” for *loved it!*, “2” for *good*, and “1” for *not for me*. Find a form that includes important factors to evaluate during the touring.

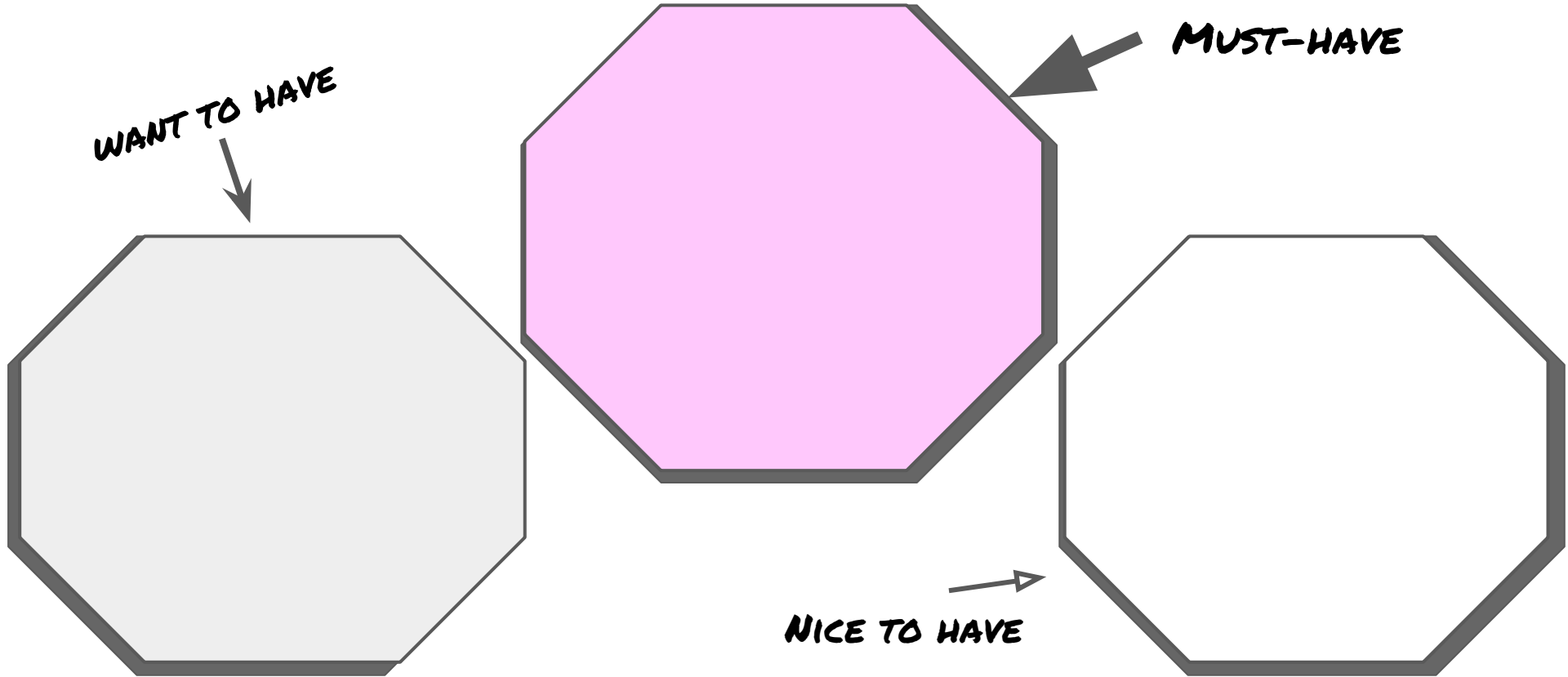
Blank Form

I have included a blank form where you can customize the columns based on your daycare needs and add it to the pre-screening process, touring a daycare, or in any other way that it can help you.

Choosing a Daycare

Get the “Evaluating a Daycare” forms, add the number of points assigned to a daycare, and write the total of points under the column called “Total Score”. The top three daycares with the highest points for both, pre-screening and touring, are the ones to consider for your final decision.

Identifying Your Needs



Evaluating a Daycare: *Pre-screening*

Daycare Name	Website	Internet Search	Social Media	Records	Costs	Total Score	Comments
ABC Daycare	3	2	3	1	2	11	Great reviews!
Little Child Care	1	2	1	1	2	7	Had serious violations
Toys Daycare Center	2	3	1	3	1	10	Referred by co-worker
Kids Home Daycare	2	3	3	2	3	13	Lady was super sweet. Affordable!!
Happy Kids Daycare	2	2	2	2	3	11	5 miles from work!

Evaluating a Daycare: *Pre-screening*

Daycare Name	Website	Internet Search	Social Media	Records	Costs	Total Score	Comments

Initial List of Possible Daycares

Daycare Name	Daycare Name	Daycare Name	Daycare Name

Daycares Contact Information

Daycare Name	Phone	Address	Website	Comments

Comparing Daycare Costs

Daycare Name	Openings?	Weekly Rate	Registration Fee	Additional Fee	Comments

Evaluating a Daycare: *Touring*

Daycare Name	Safety	Clean & Organized	Staff	Baby's room	Curriculum, policies / procedures	Total Score	Comments

Daycare Name						Total Score	Comments