



## Ladybirds & Dragonflies Nanny Hire Service

Nannies employed by Ladybirds & Dragonflies Childminding Service are able to be hired out to families for both short term and long term engagements. Our Nannies must meet the same strict selection criteria as our general staff carers and be willing to commit to your family for a minimum period of employment (*as agreed upon by you*), ensuring you receive consistency of care for your family. To utilise our nanny hire service you will be required to purchase a yearly membership. Membership costs \$180.00 and you will not be charged weekly booking fees (as is the case with our general services).

### Benefits of using our Ladybirds & Dragonflies Childminding Service - Nanny Hire Service

- Backup support 24 hours / 7 days a week from Ladybirds & Dragonflies Childminding Service – and where possible we will provide you with a replacement Staff Carer if your current Nanny Staff Carer is unable to work, or you require emergency care.
- All legal obligations regarding the payment of wages, superannuation and Australian taxation office requirements are handled by Ladybirds & Dragonflies Childminding Service
- All Ladybirds & Dragonflies Childminding Service employees are insured within our Public Liability Policy
- One simple hourly rate paid to Ladybirds & Dragonflies Childminding Service meets all the legal obligations required to provide you with a nanny within your home
- Ladybirds & Dragonflies Childminding Service is a registered organisation with the Family Assistance Office (FAO) and will provide you with a receipt that can be used to claim a rebate for care. *For eligibility requirements visit the FAO website.*
- Nanny Staff Carers have already been reference checked, hold a blue suitability card, and in most instances hold a formal child related qualification, and are therefore ready to work RIGHT NOW!

### Charges

- Nanny Staff Carers employed by Ladybirds & Dragonflies Childminding Service start from \$25.00 per hour
- A minimum care period of 1 month must be booked when utilising our Nanny services
- Invoices are provided to you on a weekly basis and payment must be received within (5) working days via direct deposit or credit card. All care must remain paid one week in advance. If for any reason your Nanny Staff Carer is not required to work your account will be held in credit. Payment terms regarding days when your child may not require care due to illness or



holidays will be negotiated with the Nanny Staff Carer prior to appointment and noted in your contract.

- The maximum number of children a Nanny Staff Carer is able to care for at any one time is (5) though this is negotiable depending on the age of the children and experience of the Nanny Staff Carer

*Rates for our Nanny Staff Carers may be affected by:*

- Age and experience of Nanny Staff Carer
- Job requirements
- Age and number of children requiring care
- Special needs requirements/multiple births

### Emergency Care

If requiring our services outside of your appointed nanny's hours you will have access to the full range of these. Please be aware that all conditions relating to these bookings (e.g short notice fees, cancellation fees) are in our client handbook. Payment of these services will be at the applicable service rates.

### Nanny Staff Carer Review

A performance review will be conducted on our Nanny Staff Carer every 3 months to ensure that both the Nanny Staff Carer and you the client; are still happy with the arrangements in place. For placements less than 3 months in length it will be a requirement of the client to discuss any concerns that they may experience with their Nanny directly with the office.

### Using our Nanny Staff Carer Hire Service

- Ladybirds & Dragonflies Childminding Service will shortlist candidate/s for you to interview and you notify us of who you would like to use as your Nanny Staff Carer. *We can organise FREE advertising of your nanny position on a number of different websites in the instance that we do not have a suitable Nanny Staff Carer available to meet your requirements.*
- Nanny Staff Carers are employed and paid by Ladybirds & Dragonflies Childminding Service. You will be required to pay Ladybirds & Dragonflies Childminding Service the agreed upon hourly rate once a Nanny Staff Carer has been appointed. You will be invoiced weekly.
- You communicate directly with Ladybirds & Dragonflies Childminding Service on all matters regarding the Nanny Staff Carer's placement and performance; including any change of hours, days or duties that may be required of them.



- Ladybirds & Dragonflies Childminding Service will negotiate all employment conditions on behalf of the Nanny Staff Carer and yourself
- All Nanny Staff Carer placements are reviewed on a three monthly basis, or upon your request.
- Once payment has been received and timesheets submitted by your Nanny Staff Carer Ladybirds & Dragonflies Childminding Service will issue a receipt to you; enabling you to claim your registered childcare benefit payment from the Family Assistance Office (*if applicable*).

**If you would like to use our Nanny Hire Service please complete the attached Family Registration Form and forward to us with your membership fee**

**Ladybirds & Dragonflies Childminding Service  
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