

BABYSITTER INFORMATION SHEET

EXAMPLE — see how a real parent fills this out for a Friday-night sitter.

Date: Fri, Oct 17 Sitter Name: Hannah Reyes

PARENT CONTACTS

Parent 1 Name: Sarah Martinez Cell: (305) 555-0142
Where I'll be tonight: Work dinner at Casa Tua, 305 Mary St — back by 10pm
Parent 2 Name: Mike Martinez Cell: (305) 555-0198
Where I'll be tonight: Friend's birthday at The Anderson, will silence phone — Sarah is primary
Expected return time: 10:30 pm (text if running late)

EMERGENCY CONTACTS

CALL 911 FIRST for any life-threatening emergency. Then call us.

Poison Control:	<u>1-800-222-1222</u>		
Pediatrician:	<u>Dr. Patel, Coral Peds</u>	Phone:	<u>(305) 555-0167</u>
Nearest Hospital:	<u>Baptist Hospital ER</u>	Phone:	<u>(786) 596-1960</u>
Emergency contact (local):	<u>Lisa Chen (neighbor, 2 doors down)</u>	Phone:	<u>(305) 555-0133</u>
Emergency contact (family):	<u>Grandma Rosa (Sarah's mom)</u>	Phone:	<u>(305) 555-0119</u>

HOME & ACCESS

Home Address: 1847 SW 84th Ave, Miami, FL 33155
Cross streets / landmarks: Between Bird Rd & Coral Way — blue mailbox, palm tree out front
Wifi Network: Martinez_5G Password: PalmTree2019!
Garage / door code: 4-7-2-9 Alarm code: 0-3-1-4 (off)

CHILDREN

Child 1

Name: Emma Martinez Age: 7
Nickname: Em / Emmy DOB: March 2, 2018

Allergies (critical):	PEANUTS & TREE NUTS — anaphylaxis. EpiPen in kitchen drawer next to fridge + her backpack. Use immediately, then 911.
Medications & dosing:	Children's Zyrtec 5ml at bedtime if itchy. Benadryl 5ml if hives appear (call us).
Conditions / things to know:	Reads labels herself but double-check. Knows how to ask 'does this have nuts?' Scared of dogs.

Child 2

Name:	Liam Martinez	Age:	3
Nickname:	Bug	DOB:	Aug 14, 2022

Allergies (critical):	None known — but no nuts in the house (Emma's allergy).
Medications & dosing:	Albuterol inhaler if wheezing — 2 puffs, wait 1 min, 2 more. In medicine cabinet.
Conditions / things to know:	Mild asthma, flares with colds. Still in pull-ups at night. Lovey is 'Bunny' — must have for bed.

ROUTINES

Meals & snacks (what's allowed, what's not):

Dinner is in the fridge — pasta & chicken, microwave 1 min. Both eat by 6:30pm.

Snacks OK: fruit, cheese sticks, crackers (NUT-FREE bin, top shelf of pantry).

NO nuts of any kind in the house. Check every label.

Nap / bedtime routine:

Liam: bath 7pm, books, bed by 7:30 with Bunny + nightlight on dim.

Emma: shower 7:30, reads to herself, lights out 8:30. She can read on her Kindle until then.

Both: monitor in kitchen. White noise machines run all night.

Screen time rules:

Liam: nothing after dinner. Emma: 30 min on iPad after bath — PBS Kids or Netflix Kids only.

TV in living room is OK for both for one show together if needed.

Comfort items / how they self-soothe:

Liam: Bunny + pacifier (only at sleep). If crying, rub his back & shush — don't pick up unless 5+ min.

Emma: hugs help. She'll ask for one if she needs it.

HOUSE RULES & NOTES

Visitors, outdoor play, off-limit areas:

No visitors please. Pool gate is locked — DO NOT open. Backyard play OK until dark, gate self-latches.

Office (door at end of hall) is closed — Mike's work stuff in there.

Discipline approach we use:

Calm voice, name the feeling ('you're frustrated...'), then redirect. No yelling, no timeouts longer than 3 min.

If Emma gets sassy, she loses Kindle time. If Liam hits, hold his hands & say 'gentle.'

Anything else the sitter should know:

Dog (Biscuit) is friendly but jumps — keep her off Liam. Food in laundry room, last feed was 5pm.

Trash goes out tonight if you can — blue bin to the curb. Thank you!! Cash on counter.

Liam may say 'I want mama' at bedtime — totally normal, he settles in 5 min with Bunny.

IN AN EMERGENCY

1. Make sure children are safe.
2. Call 911 if anyone is hurt, unresponsive, or in immediate danger.
3. Call us — try Sarah first, then Mike, then Lisa next door.
4. Tell 911: our address (above), child's name, age, and what happened.
5. Stay on the line with 911 until help arrives.