



[www.goodeggchildcare.com](http://www.goodeggchildcare.com)  
[sharon@goodeggchildcare.com](mailto:sharon@goodeggchildcare.com)

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4th Floor

Silverstream House

45 Fitzroy Street

London, W1T 6EB

+44 020 3633 1827

## **Good Egg Childcare Consultancy: 10 Steps to complete the registration process**

As a nanny, finding a new position can be a daunting process. However, Good Egg Childcare Consultancy is here to help. We offer a comprehensive, free-of-charge referral service to support the caring community of nannies. Here is a brief outline of my registration process:

### **Application**

Complete an extensive application online and receive a call from me to schedule a pre-screening interview. Trust me to guide you through the next steps.

### **Initial First Call**

Once I have reviewed your application, you shall receive a call from me, where I shall ask a few questions to ensure that you meet the expectations of my consultancy and the families I present. I shall then set up a pre-screening, one-on-one interview with you via a video call that suits us both.

### **Interview with Consultant**

During your interview with Good Egg Childcare Consultancy, I shall discuss your experience and needs for a new position, and get to know you better. Interviews are by appointment only, and I shall call or email you to schedule. Once done you will receive an email to let you know if your interview with Good Egg Consultancy has been successful or not.

## **Profile Creation**

If your interview was successful and I have gotten to know you well, please send through all available documents the consultancy requests. I shall then create a custom profile that suits the families you are interested in and meets their needs.

## **Reference Checks**

Once you have completed a successful pre-screening interview, I shall call two/three of your professional references and write a reference report. I shall only share this report with the hiring family, and allow them to call as well, after a contingent offer is made. If you have written references, I shall call to confirm them. At this point if you do not have an updated first aid or DBS (Police Check) then it's time to start the process and get them done and confirmed.

## **Referral Process Begins**

At this point, I am able to send your profile out to families that you are interested in, and that you could be a great match for. The families I send your profile to will then review your profile and determine if they want to request an interview.

## **Interview with the family**

If the family requests to interview with you, I shall contact you to set up a video call interview between you and the family first. If the interview goes well, I shall coordinate an in-person nanny interview (typically at the family's home, sometimes at a public place) or a second video call if this is what both parties request.

## **Job Offer**

If the family would like to move forward with you and you with the family, then we shall extend a contingent offer (contingent on the client's review of all checks that has been made by the Consultancy). When the checks is complete, we shall provide the results to the family.

## **Nanny-Family Agreement**

To finalize your placement, you will be presented with a nanny agreement to read over and sign if you agree to the terms of employment. The family has the option to use their agreement or a nanny agreement template developed by Good Egg Childcare Consultancy. This agreement is signed strictly between the nanny and the family. The family is the sole employer of the nanny they hire. The work agreement includes hours, pay, benefits, expectations, terms for termination, and more. The agreement also has a written-in 30-day termination agreement, for instances when a family has to let go of a nanny without cause, or a nanny needs to leave a position earlier than the end date agreed upon at the start of employment. This just means if a family lets you go not for cause, then they would give you a 30-day notice, or 30 days of pay. Or, you would give them a 30-day notice, if you had to leave at any point. This is a protection for you and the family. Of course, if you need to leave your position due to a safety concern or other reason where you cannot work a 30-day notice, that can be worked out as well between you and your family.

## **Working for the Family**

Once an agreement is signed, you will be all set to start working with your new family.

## **Continued Support**

Once you start working with a family, Good Egg Childcare will be here to support you every step of the way through your position. Although not your employer, if you need any guidance or advice, please feel free to call me with any questions, concerns, or advice throughout your tenure with the family. I am here to support you in any way whenever needed. I also offer links on my website for short enrichment nanny training courses to keep you up to date.

I hope you found the above information useful, and I am very much looking forward to receiving your application and welcoming you onboard.

Sharon Van Rensburg

Owner and Founder of Good Egg Childcare Consultancy