

Nanny Performance Evaluation



HWS recommends that families do a formal evaluation of the nanny's job performance at the end of the first month, three months, then on their annual anniversary date. This allows you to provide both praise and constructive criticism in a formalized manner. Remember, on anniversary dates or when job duties increase (hours, number of children) it is customary to provide the nanny with appropriate salary increases.

Employer Name: _____

Employee Name: _____

Date: _____

Scale: 5 = outstanding 4 = very good 3 = satisfactory 2 = requires improvement 1 = does not meet minimum standards

Childcare:

| | | | | | |
|---|---|---|---|---|---|
| 1. Attention to child safety | 5 | 4 | 3 | 2 | 1 |
| 2. Attention to child hygiene (diapering hygiene, food prep and care, toys) | 5 | 4 | 3 | 2 | 1 |
| 3. Developmentally appropriate play and activities | 5 | 4 | 3 | 2 | 1 |
| 4. Preparation of nutritious meals and snacks | 5 | 4 | 3 | 2 | 1 |
| 5. Effective and appropriate discipline consistent with parent's wishes, exercises good judgment with appropriate discipline. | 5 | 4 | 3 | 2 | 1 |
| 6. Is warm, loving, nurturing | 5 | 4 | 3 | 2 | 1 |
| 7. Creates pleasant, enthusiastic environment | 5 | 4 | 3 | 2 | 1 |

Work Habits

| | | | | | |
|---|---|---|---|---|---|
| 1. Punctuality: arrives on time ready for work | 5 | 4 | 3 | 2 | 1 |
| 2. Reliable and dependable | 5 | 4 | 3 | 2 | 1 |
| 3. Shows initiative, puts effort into the job | 5 | 4 | 3 | 2 | 1 |
| 4. Communicates with employer about child; maintains daily log | 5 | 4 | 3 | 2 | 1 |
| 5. Demonstrates trustworthiness, good judgment and confidentiality of private family matters. | 5 | 4 | 3 | 2 | 1 |
| 6. Is pleasant and cooperative with employer | 5 | 4 | 3 | 2 | 1 |
| 7. Handles life stresses in a capable manner | 5 | 4 | 3 | 2 | 1 |

Housekeeping Responsibilities (As Applicable)

| | | | | | | |
|---|---|---|---|---|---|----|
| 1. Maintenance: straightening up, dishes, countertops | 5 | 4 | 3 | 2 | 1 | NA |
| 2. Laundry | 5 | 4 | 3 | 2 | 1 | NA |
| 3. Meal preparation | 5 | 4 | 3 | 2 | 1 | NA |
| 4. Housekeeping (vacuuming, mopping, bathrooms) | 5 | 4 | 3 | 2 | 1 | NA |

Areas of Excellence *(attach additional pages as required)*

Suggested Improvements *(attach additional pages as required)*

Employer Signature:

Date:

Employee Comments:

Employee Signature:

Date: