AuPair plus

Au Pair Agenda Planner

Organize childcare, household tasks, study, free time and travel during your au pair year.

Name: _____

Host family: _____

Year: _____

aupairplus.com

About Me

Name	
Host family	
Host city / country	
Start date	
End date	
Host mother's phone	
Host father's phone	
Local emergency number	
Au pair agency / coordinator	

My Year at a Glance: Goals

Goal area	My goal	Deadline	Done
Language			☐
Travel			☐
Friendships			☐
Skills / hobbies			☐
Savings			☐

Monthly Overview

Month: _____

Mon	Tue	Wed	Thu	Fri	Sat	Sun

Important dates this month (birthdays, school holidays, appointments, trips)

- ☐ _____
- ☐ _____
- ☐ _____

Monthly focus: _____

Weekly Planner

Week of: _____

Time	Mon	Tue	Wed	Thu	Fri	Sat	Sun
6:00 - 8:00							
8:00 - 10:00							
10:00 - 12:00							
12:00 - 14:00							
14:00 - 16:00							
16:00 - 18:00							
18:00 - 20:00							
20:00 - 22:00							

Top 3 priorities this week

Daily Schedule

Date: _____

Weather: _____

Time	Task / Activity	Notes
Morning		
Midday		
Afternoon		
Evening		

Today's to-do list

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

Today I am grateful for: _____

Children's Routine Tracker

Child's name: _____

Routine	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Wake-up time							
Breakfast							
School / daycare drop-off							
School / daycare pick-up							
Snack							
Homework							
Activity / playtime							
Dinner							
Bath							
Bedtime							

Activities and lessons (football, music, swimming...)

Activity	Day	Time	Location	Who takes them

Notes about the children (allergies, moods, new words, milestones)

Household Tasks

Task	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Tidy children's rooms	☐	☐	☐	☐	☐	☐	☐
Kitchen / dishes	☐	☐	☐	☐	☐	☐	☐
Laundry (children's clothes)	☐	☐	☐	☐	☐	☐	☐
Prepare children's meals	☐	☐	☐	☐	☐	☐	☐
Light cleaning	☐	☐	☐	☐	☐	☐	☐
Grocery shopping	☐	☐	☐	☐	☐	☐	☐

Weekly Meal Planner

Day	Breakfast	Lunch	Snack	Dinner
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Shopping List

- [ ]
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Notes

Working Hours and Free Time

Week	Hours worked	Days off	Extra hours / babysitting	Notes
Week 1				
Week 2				
Week 3				
Week 4				
Week 5				

Questions to discuss with my host family

Language Learning

Language I am learning: _____

Day	What I studied	Time spent	New words
Mon			
Tue			
Wed			
Thu			
Fri			
Sat			
Sun			

Language course schedule

Course	Day	Time	Location	Homework due

Budget and Pocket Money

Month: _____

Item	Planned	Actual
Pocket money received		
Transport		
Phone / internet		
Language course		
Food and going out		
Travel and trips		
Savings		
Other		
TOTAL		

Travel and Adventure Wishlist

Place	Best time to go	Budget	Who with	Booked
				☐
				☐
				☐
				☐
				☐
				☐

Public holidays and long weekends

Social Life: Friends and Au Pair Meetups

Date	Event / meetup	Place	Who	Notes

Important Contacts and Documents

Contact	Name	Phone / email
Host mother		
Host father		
Au pair agency / local coordinator		
Pediatrician		
Family doctor		
School / daycare		
Embassy		
Family back home		

Documents checklist

- [ ] Passport / ID
- [ ] Visa / residence permit
- [ ] Health insurance card
- [ ] Au pair contract
- [ ] Bank card
- [ ] Emergency contact list

Weekly Reflection

Week of: _____

Something I am proud of this week

A challenge I faced and how I handled it

Something funny the children said or did

One thing to improve next week

Mood this week (circle one):

Rough / Meh / Okay / Good / Great

Notes