

"BE SAFE" CHECKLIST

Safety & Preparation Guide for Families and Au Pairs

Disclaimer: This document is a sample template provided for informational purposes only. It does not constitute legal advice.

Before you travel (for Au Pairs) or welcome a candidate (for Families), ensure you have ticked **ALL** the boxes below. If you cannot tick a box, **STOP** and re-evaluate the situation.

Verification & Trust

- **ID Check:** I have verified that the user has the "Verified Badge" (Blue Check) on their profile, confirming their government ID matches their face.
- **Video Interviews:** We have conducted **multiple** video calls (Zoom, Skype, WhatsApp Video). I have seen the person live and they match their photos.
- **Social Consistency:** I have checked their social media profiles (Facebook, Instagram, LinkedIn) and the information matches what they told me.

References & Background

- **References:** I have requested contact details for at least 2 former employers or childcare families.
- **Reference Check:** I have personally spoken to these references (via phone or email) to confirm the candidate's history.
- **Police Check:** I have requested and viewed a recent **Criminal Record / Police Clearance Certificate** from their home country.
- **Medical:** (Optional) I have requested a medical certificate confirming they are fit for childcare duties.

The Agreement

- **Written Contract:** We have signed a detailed contract covering hours, pay, duties, and notice period.
- **No Advance Fees:** I have **NOT** sent money for "holding fees," "travel agents," "lawyers," or "visa processing" to the other party. (This is the #1 scam warning sign).

Logistics (For Au Pairs Travelling)

- **Address Verification:** I have checked the Host Family's address on Google Maps / Google Earth to confirm the house exists and is in a residential area.
- **Visa Validity:** I have a valid visa for the destination country and have checked official government immigration rules.
- **Emergency Funds:** I have enough money in my own bank account to buy an immediate return flight home in an emergency.

- **Safety Net:** A trusted friend or family member has a copy of my contract, the Host Family's full address, and their phone number.

Emergency Contacts

- **Local Emergency Services (Police/Ambulance):** [Write Number Here, e.g., 911 or 112]

- **My Embassy Phone Number:** _____