## Overtime & Babysitting Log

To keep things clear and fair for everyone, we recommend completing / agreeing overtime to the nearest 15 minutes on the day it happens.

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| --- | --- | --- | --- | --- |
| Date | Hours of Overtime worked | Signed Nanny | Signed Parent | Date Paid |
| DD/MM/YYYY | xhrs @ £xx ph = £xx |  |  | DD/MM/YYYY |
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# Annual Leave Log

It’s a good idea to log holidays in advance as soon as possible. Write down when you/your nanny will return to work.

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| --- | --- | --- | --- | --- |
| Date from | Date to | Total No of Days | Due back at work (Include date & time) | Total to date this year |
| DD/MM/YYYY | DD/MM/YYYY | X days | DD/MM/YYYY  @ 00:00 | X days |
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| --- | --- | --- | --- | --- |
| UK Bank Holiday | Date | Taken | Day’s due in-lieu | Taken |
|  | DD/MM/YYYY | Yes / No | X days | Yes / No |
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