

Aupairfect Au pair Handbook

How to be a Perfect Au pair



Welcome Messages

Dear Au Pair,

Welcome to the Aupairfect Introduction Agency! We are looking forward to working with you.

This Au Pair Handbook is designed to provide you with practical information about the au pair job and living in a foreign country. This handbook provides information on how to

Prepare for your time and your au pair duty
Settle in for a successful year with your new host family and community

The first few weeks will be exciting for you, but we know that it can also be hard to learn so many things at once. This handbook will help you remember most of the things you need to know about your host family, your responsibilities and the household. Use this handbook all year to help you remember all the details. We will review each page of this book with you in detail to make sure you understand everything. It is important for you to ask questions about anything you do not understand so we can explain it to you differently.

The Aupairfect would like to wish you a very exciting and memorable year.
Congratulations on your decision to become an au pair!

Warm Regards,



Varga Mateidesz Katalin

Aupairfect



Preparing for your travel

Packing

As the day of departure come closer, you will need to sort out your wardrobe and select clothes that will be compatible with the climate and your job you are going to. Try not to overload yourself, since by the end of your contract you will have accumulated as much again. It will probably be a while before you establish a social life, so concentrate mainly on your working necessities. Some au pairs are happy to live in jeans, shorts and T-shirts, but you will have to adapt this according to your preference and that of your employers. Whatever you decide, try to look neat and presentable at all times.

Avoid taking electrical appliances because our system differs from Britain's and the plugs are not compatible. Also you might need your computer, and cell phone charger, so try to buy an adaptor before travelling. You might also want to pack a few small items of sentimental value which will help make your new room more familiar and homely.

It is a good idea to buy each of the children a small gift to present to them upon arrival. These needn't be expensive; small souvenirs of your home town might suffice, and help to win them over initially.

Travel

You must pay for your own travel costs.

If you need that we are able to offer advice on travel, but mostly you will have to sort out your own arrangements. You should shop around for the best bargain, remembering that it is preferable to pay extra for a confirmed reservation on the outward journey.

Since the family may offer to meet you at the airport, last minute bargains and standby fares are not ideal. It is always better to have an open return ticket, so that you will feel more in control of the situation.

Money /Personal documents

While you are away and on your way to the host country, you need to pay close attention to your personal documents. Your passport is a very important document and should never be handed over to anyone. If needed a copy of it will be sufficient for your host family. Furthermore, do not forget to take enough money (at least 100 pounds, 200 Euro) and all important telephone numbers with you, such as the telephone number of your host family and embassy. Thus you will be prepared for any contingency.



Your First Days with Your Host Family

Meeting at the Airport

You will be responsible for arranging and paying their own travel and fares as far as the capital of their chosen country, any port or airport nearest to the host family. Your host family then becomes responsible for your safe journey to their home/resident. It is important to keep contact with your host family and keep them informed about your precise arriving date and hour. Cannot be anything frightening than standing alone a foreign Airport.

Arrive at your New Home / Settle in

When you arrive at your host family's home, it may feel like there are a million things to do all at once. There is certainly a lot to learn about your new family, children, responsibilities and community.

You will most likely be nervous and excited, but remember that they are eager to meet you and make you feel at home.

If you are not a native English speaker, you may be afraid to speak English. Perhaps you are worried that you will make mistakes. This is normal. Your host family understands that this is part of the process. Challenge yourself and try your best! And always remember to smile! It truly is the international language.

Once you arrive in your host family's home and community, it will take some time for you to feel completely comfortable there. Give yourself time to adjust. It is normal for you to feel tired and disoriented for the first few days. One parent (or another responsible adult) is required to stay at home for the first three days after your arrival to assist with your transition.

Take advantage of those first few days to rest and get to know your new home-- it will not be long before both parents may be back to work and you are responsible for the children.

Breaking the Ice

Don't assume that the task of breaking the ice is solely the family's responsibility. It is a good idea to give each of the children a small gift to present to them upon arrival. These needn't be expensive; small souvenirs of your home town might suffice, and help to win them over initially.

To overcome your own shyness, focus your attention on the children, especially if you don't feel at home with the language.

Children usually are curious about the newcomer, and they should start the conversation about you, your home town or your family. It is also a good idea to take and show some photo to them. It can be interesting and lead the conversation.

No one will expect you to be a great conversationalist, but some attempts at general small talk is advantageous. If the children are withdrawn at first, they will soon start to respond if you pay them enough attention. No matter how tired you are when you first arrive, spend a little time socialising with the family before going off to your room. You will probably be given a tour of the house and be offered some refreshment. It would be unusual if you were expected to do any work on your first day but show your willingness to help even if you are very jet-lagged and ready to fall into bed. Families nearly always expect you to eat your first meal with them so you can get to know each other better. Providing you're not too exhausted, it's a good idea to unpack as soon as possible. A bare and unfamiliar room can be depressing to wake up to, so try to get it organised before you go to bed.



In the few days of your stay with your host family, you should

Play and be with the children and visit with the host family as much as possible

You may feel shy or homesick, but spending time with your new host family will help you bond with them and become comfortable more quickly than if you spend your free time alone in your room. Ask how to find the grocery store, bank, post office, library, and local parks.

Ask how to get from the host family home to specific sites where you'll need to take the children: school, lessons, playgrounds, etc. Familiarize yourself with your new surroundings and don't be afraid to ask questions. Set up a time to talk with your host parents about any questions that, came up their children, disciplinary approach, or household.

Ask your host parents to provide a tour of how everything works in their home

How do the house keys and locks work?

Is there a house or car alarm? If so, how should you use it?

How do the dishwasher, washer and dryer, garage door opener, and stove work?

What child-proofing efforts do you need to use to keep their children safe?

If they have a pool, what do you need to know about how to use it safely?

Ask your host parents about “house rules.”

Your host family may have guidelines about house guests, television viewing, computer usage, car usage, or a variety of things. Ask them if they have any rules they would like you to follow while you are living with them. Set up a time for a weekly meeting with your host parents. This will be a time when you can both share challenges and successes, ask questions and set goals for the coming week.

If you will be driving as an au pair ask them for giving to you some practice hours

It is important to get familiar with driving on the other side of the rode. You must be a confident driver by the time you start to be on duty.

Get a library card for the local library

You can check out books, movies and CDs for free. You will also be able to take your host children to the library for story time and other events. You'll need your passport or Identification Card to apply for your library card.

Sign up for classes

Don't postpone this! English communication is the most important part of your settle in.

Furthermore it a great way to make friends with other people, and be more comfortable with others. Be sure to talk with your host family about the scheduling and transportation logistics before you register for your classes.

Talk about your vacation time with your family

Find out if there are times they would prefer that you use (or don't use) your vacation. Tell your host family now if there are specific times you know you'd like to take vacation (e.g. a family wedding, travel home for Christmas, etc.).



**Only take advice from an
expert who has been where
you want to go to!**

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We look forward to hearing from you!

