

# 30-Day Helper Onboarding Checklist

A practical, day-by-day plan for the first month after your domestic helper arrives. Handled well, the first 30 days build trust, rhythm and confidence — not a test for either side.

## THE FIRST 30 DAYS AT A GLANCE

TIMING	MAIN GOAL	FOCUS AREAS
Day 1	Welcome & rest	Show her sleeping space, bathroom, drinking water and a simple meal. Let her unpack, rest and observe; do not start work today.
Days 2–3	Home tour, basic safety	Walk through the house, kitchen basics and safety essentials (gas, sockets, locks, emergency contacts). Keep tasks light.
Week 1	Set the rhythm	Establish wake-up time, meal timing, daily cleaning, laundry day, rest hours and quiet hours. Demonstrate, don't just instruct.
Weeks 2–4	Build confidence	Add tasks gradually, check in often, give clear feedback. Decide together which routines stay and which need to be adjusted.

## DAILY COMMUNICATION RHYTHM

- Morning brief.** 2–3 minutes to align on today's priority and timing.
- Mid-day touchpoint.** A short check on anything unclear or running late.
- Evening check-in.** What went well, what was hard, anything to fix tomorrow.
- Weekly review.** Sit down once a week to revisit routines and rest day.
- Speak in short, plain sentences.** Avoid sarcasm and idioms early on.

## SAFETY RULES TO WALK THROUGH

- Emergency contacts.** Yours, neighbour, building security, agency, 999.
- Door & visitor rules.** Who to open the door for, who not to.
- Child safety.** Stairs, balcony, bathwater, hot drinks, choking risks.
- Elderly-care boundaries.** Medication timing, falls, what to call you about.
- Appliance safety.** Gas stove, kettle, iron, hot oil, electrical sockets.
- Privacy & boundaries.** Photos, social media, household information.

## WHAT NOT TO DO IN THE FIRST MONTH

- Pile on full duties on Day 1 — she is exhausted from travel and processing.
- Skip the safety walkthrough because "she'll figure it out."
- Compare her openly to a previous helper or a friend's helper.
- Withhold her passport — this is not permitted, and the bond/permit framework requires it stays with her.
- Delay rest, meals or basic comfort to test her commitment.
- Wait until something is broken to involve your agency — raise concerns early.