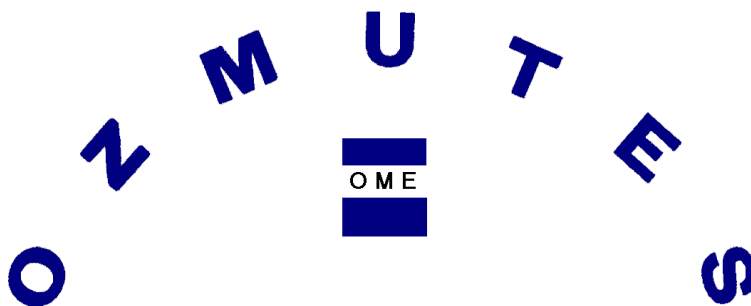


Tel & Fax:  
020 8866 6200  
020 8866 0102



29A Bridge Street  
Pinner  
Middx HA5 3HR

**AU PAIR AGENCY**  
E-mail: info@ome-a.org.uk

## HELPFUL HINTS FOR AU PAIRS

### General

1. At least some basic knowledge of English is expected of all au pairs. We always suggest that a girl wishing to work as an au pair should know a reasonable amount of English. Without the ability to hold a simple conversation and to understand spoken English, it is very difficult to cope in a family, especially if there are young children.
2. Au pairs usually take classes twice weekly. It is not normally practical for an au pair to study full time at a language school (the type offering 15 hours or more tuition).
3. You must come with a paid return ticket, or the money for this. It is advisable to bring some money for English classes as these can be expensive. All girls are responsible for paying for their English lessons and own fares to and from England.
4. To enjoy the work, au pairs should be used to helping at home and have been involved with children.
5. Au pairs working in families have their own bedroom, eat with the family and can share family life. In some, but not all families, they holiday with the family.
6. Most families prefer an au pair who does not smoke. (If an au pair is found smoking in a family where she is not permitted to smoke, she may be given immediate notice by the family to leave.)
7. Many British families have pets, usually cats and dogs.

### Aliens Immigration Registration

Au pairs from some non EEC countries must register at the Overseas Visitors Records Office within one week of arrival, if so instructed upon entry to the United Kingdom.

The London office is at:                   Ground Floor,  
  Brandon House,  
  180 Borough High Street,  
  London, SE1 1LH

Tel: 020 7230 1208

The aliens registration fee is currently £35, and it is payable by the au pair.

## Medical care

The au pair is a temporary resident in England and she is entitled to the same medical treatment and facilities as a British national. This will allow her to have free medical treatment should it be necessary. Therefore, the au pair should register at the local Health Center upon arrival.

Optical and dental treatment may be available under the National Health Service. However, a fee will be payable for these services.

## Insurance

Au pairs should arrange cover through their own personal insurance. Loss of or damage to items belonging to the family by the au pair should be covered by the family's own household insurance.

## Your stay with the family

1. Always be polite. Do not forget to say "please" and "thank you". Remember that it is always nicer to see a smiling face.
2. Although you will take part in their family life, you must give your host and hostess the possibility of being together without you, especially in the evenings. This may mean going to your own room, or if you are not baby-sitting, going out.
3. To have a happy relationship with your family, please be flexible with the hours that you work. Some days you may work a little more, others a little less.
4. When you are working, if you do not know what to do next, ask!
5. Always be considerate, even on your day off. Do not leave dirty dishes or cups in the kitchen and keep your own room clean and tidy.
6. Always be on time for meals. If you have your evening meal with the family, you should arrive home at least 30 minutes beforehand and offer assistance. You are expected to clear away the dishes after the meal.
7. Your wages are considered as pocket money. You must understand that your stay costs your hosts a great deal of money in food and general living expenses. You must be willing to do your fair share in return.
8. Always ask permission before inviting friends into your host's home. Boyfriends are never allowed without permission. Do not give your host family's address or name to anybody without confirming first with your hosts.
9. You must ask for permission before using the telephone.
10. If for any reason you are not happy, please discuss your problem with your host, or call the agency. Do not just pack and leave. **OME accepts no responsibility for au pairs who leave without informing the agency.**