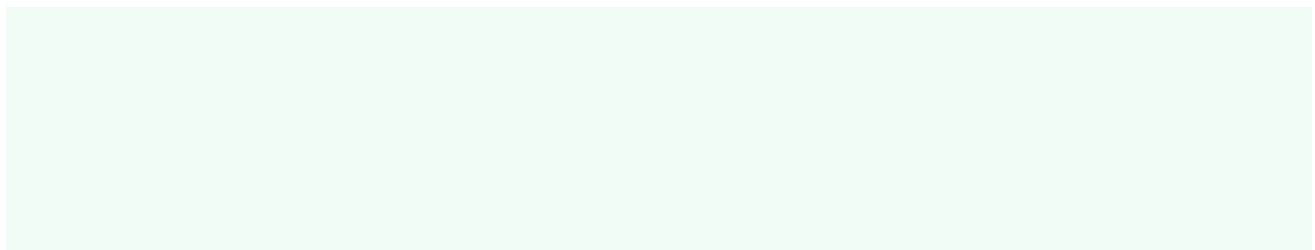


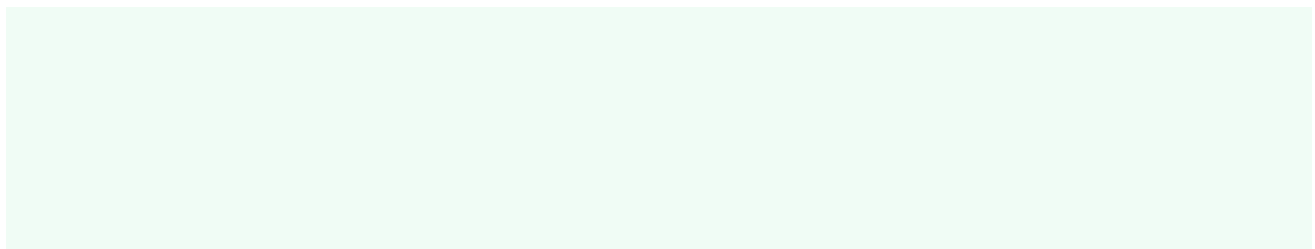
# Child Care Business Assessment & New Year Planning

**Ask yourself these questions to set new goals and determine the areas that need improvement.**

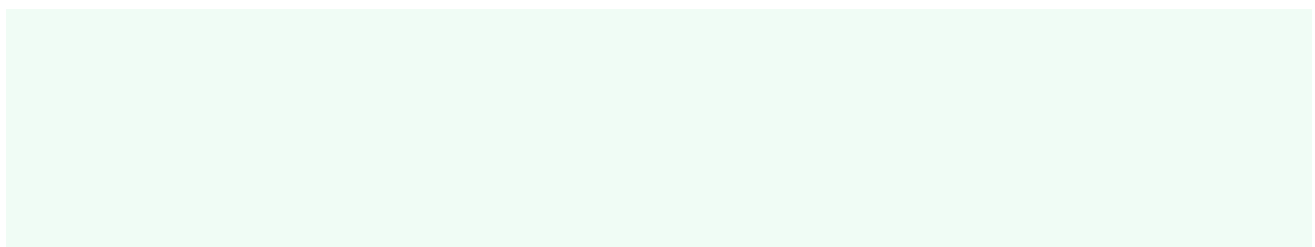
**How can I improve the quality of care I provide?** *This may be a system or process to implement, a tweak to the schedule, requiring more staff training, smaller ratios, equipment investment, etc.*



**How can I better serve my parents?** *You may want to improve on your communication, add cameras for off-site viewing, incorporate a parent appreciation week, or add anything that you feel will improve your customer service and make your parents happier (This is not referring to making sacrifices on your end to make your parents happier).*



**How can I better serve my staff?** *Brainstorm ways to better support your team if you have one. Schedule one-on-one meetings with them to determine how you can be a better leader. Ask them how you could improve their working environment. They will tell you.*



**How can I free up more time?** *What can I delegate? what can I eliminate?* **Or How can I gain better control of my day?** *What can I do to be more productive and get more accomplished?*

**How can I increase my annual revenue?** *Take a look at expenses and income. Are there any areas you can cut back to save more? Are there any programs you could add? Is it time to raise rates? The typical rate increase is 3-5% annually or bi-annually.*

**How can I practice better self-care?** *List 2-3 things you can implement immediately to take better care of yourself. Remember, you can't pour from an empty cup.*

**What would I do this year if I knew I could not fail?** *Think of personal and business related dreams and desires. What actions have you not taken because of fear?*

# GOALS

Write down 3 goals you want to accomplish this year along with the action steps needed to get you there. These goals can be personal, business related, or both.

GOAL	ACTION STEPS
	1.
	2.
	3.

GOAL	ACTION STEPS
	1.
	2.
	3.

GOAL	ACTION STEPS
	1.
	2.
	3.