

Daycare Daily Report

Printable fixed-layout template - complete in ink and attach required official records.

Arrival

Date, child, and classroom

Arrival mood

- ☐ Cheerful
- ☐ Tired
- ☐ Quiet
- ☐ Calm
- ☐ Upset
- ☐ Other

Family arrival note

Care

Meals and snacks

Meal	Food	Amount or appetite

Nap or rest

Start	End	Notes

Toileting

Day

Activities and learning

Outdoor time

Mood through the day

☐ Engaged	☐ Content
☐ Energetic	☐ Needed comfort
☐ Variable	

Pickup

Supplies needed

Notes for pickup

Staff initials

Date
