Free Home Daycare Spreadsheet: how to use it

Start here:

Yellow cells are yours to fill in. Green-grey cells hold formulas: leave them alone and they fill themselves.

The example file is filled with fictional data so you can see every number working. The blank file is the same workbook, empty: use that one.

Google Sheets: File > Import > Upload the .xlsx (or open it from Google Drive), then File > Save as Google Sheets. Excel: just open it (Excel 2010 or newer). Numbers on Mac also opens it.

Set up (3 minutes):

1. Settings: the children or families you care for (up to 15) with the hourly rate for each, and the year (D2).

2. Attendance: one row per child per week: the week starting date and the hours of care. The rate comes from Settings and Charged = hours x rate.

3. Payments: one row each time a parent pays you: date, child, amount.

What you get:

Dashboard: care hours, charged and received by month, and every child with hours, charged, paid and still owed.

Limits: 15 children, 1,000 attendance rows, 600 payments. Need an Expenses tab (food, supplies, insurance, home bills with a home-share %), profit and a tax set-aside? See the paid Home Daycare Income, Attendance and Expense Tracker at tuper.app/templates. It stores no children's personal or health data: first names or initials are enough. This is a record-keeping tool, not tax advice.

Help:

Something wrong? Message us at support@tuper.app and we fix it.

Designed by Tuper. Built with AI tools and tested by us; tell us if anything breaks.