



JANUARY/FEBRUARY/MARCH  
2011



## Those Darn Rules!

Our Center not only has standards in which we provide in regards to the health and safety requirements for your child. The Department of Human Services also has standards in which the Center is mandated to follow. Every once and awhile we feel we need to review some of those rules so you understand why we do the things we do! We appreciate all of our families who continue to support and help follow those standards. If for any reason you do not understand what we are doing here at the Center, please stop by the office and we will be happy to visit with you!

\* New state and national criminal record checks are now being conducted on all of our staff. We have always completed the required criminal history checks but now the State Department is conducting across the border (national) criminal history checks. With this in mind, we have new standards to follow regarding field trips and having any of our parents spending additional time within the

Center with children. If any parent or family member spends time with the children in any one setting, they will be required to go through the same process our staff has been through. If you desire to attend field trips please stop by the office and I will take you through the process. There are fees associated with this and unfortunately parents will be responsible for those payments. The criminal and child abuse record checks are completed every two years or when there is reason to believe a transgression has occurred

\* Children's files are updated annually, or when a parent notifies the center of a change or the center becomes aware of the change.

\* Physicals are updated annually!

\* Immunization Certificates are to be updated each and every time a child receives immunizations. The Certificate of Immunization form (provided by the Department of Public Health) can be found on our website or you may stop by the office to



obtain one. All certificates are to be signed and dated.

[www.nanniesunlimitedchildcare.com](http://www.nanniesunlimitedchildcare.com)

The Center will administer medication to your child however; all medications should be stored in their original containers, with accompanying physician's directions and the label intact. Non prescription drugs shall be labeled with the child's name. Please use one (1) medication sheet for each medication that should be administered. We cannot administer medication that is brought to the center in a syringe. All written medication request forms will be updated every 30 days.

We try and accommodate our parents as much as we can. In doing so our staff continues to work four, 10 hour days. This allows the staff member the opportunity to be available at the beginning of the child's day and also at the end. Parents should take advantage of talking with the staff member about their child's day during this time.

We appreciate our parents and all their support and cooperation helping our Center follow these rules and regulations! Thank you so much!



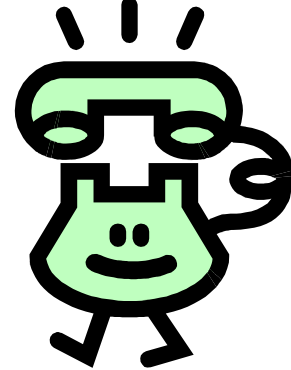
## SICK CHILDREN

WE KNOW THAT IT IS HARD WHEN YOUR CHILD IS SICK. HOWEVER, TO KEEP THE CO-MINGLING OF "BUGS" TO A MINIMUM WE ASK THAT YOU KEEP YOUR CHILD AT HOME UNTIL THEY ARE FEVER FREE FOR 24 HOURS. IF YOUR CHILD IS GOING TO STAY HOME, PLEASE TELEPHONE THE CENTER AND LET US KNOW THEY WILL NOT BE ATTENDING. THIS HELPS NOT ONLY WITH OUR LUNCH COUNTS AND STAFFING BUT WE WORRY ABOUT THE CHILD AND WHY THEY ARE NOT AT THE CENTER.

WE ASK THAT YOU NOTIFY THE CENTER USING THE TELEPHONE SYSTEM AND NOT THE EMAIL SYSTEM! WE ARE NOT ALWAYS ONLINE CHECKING FOR THOSE AND AT TIMES DO NOT SEE THOSE E-MAILS UNTIL LATER IN THE DAY.

WE APPRECIATE ALL OF YOUR HELP IN THIS MATTER.

## Telephone Calls



We would ask all of our parents and family members to refrain from calling to visit with the staff between the hours of 8:30 am and 12 noon. During those hours is the time the staff are really busy and preschool is in session. It is very hard for the staff to pull away from what they are doing to talk on the phone and keep any type of organization or interest and cooperation from the children. Unless it is an emergency, please call between the hours of 12 noon and 5:30 pm.

Thank you so much for your understanding and cooperation in this matter. Our staff will appreciate this and will have more time to visit if we follow those hours.



Wow, it's that time of year again! Those of you who have given Ms. Vickie your e-mail address have been sent your year end invoices. However, those of you who did not submit an email address will have your statement available in the front lobby. Those of you who just need our Employee Identification Number here it is!

39-1905508



### Diapers and Wipes

Just a reminder of our policy regarding your child's diaper and baby wipe supply. The first Monday of every month you will need to bring in a large container of diapers and a container of wipes. This has always worked out well to maintain a good supply here at the Center. If for some reason your child runs low on these supplies, the staff will notify you immediately. If you have a question on whether or not you have brought your supply for the month check with your teacher, they keep documentation monthly on those supplies.



WE NEED PAPER!



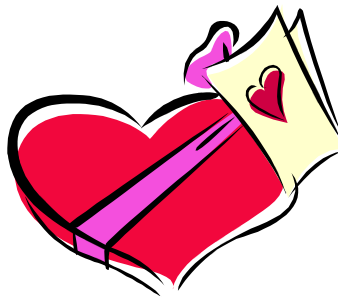
If you have any type of paper in your office or home that needs recycled we would love to have it! The children really enjoy using this for their creative time. Thank you to all of our families who take the time and energy to bring the paper to the Center. It really does help out a lot!



We sincerely thank you for your continued business during the past year! We also would like to thank the many parents who have taken the time to bring in plastic

sacks for our staff to use!  
 The paper products and all of the toys, arts and crafts and books you've donated to the Center are appreciated so much. The children use these things over and over again receiving much satisfaction and enjoyment. Please keep in mind if you are cleaning out your toys or books trying to find space for new things and they are still in good condition please keep the Center in mind when donating them! We can always use them!  
 Again, if we have failed to thank you or mention our gratitude, it is not our intentions. We have an awesome group of parents, children and family members who attend the Center and would not want to leave anyone out

or hurt anyone's feelings. So, please accept our sincere gratitude for all of the things that contribute to making the Center a success.



### Valentines Day Parties!

Children will be having their Valentine's Party Monday February 14, 2011. Please have your child sign their name to the back of each valentine's card. You may ask your teachers how many cards to complete.

This works out really well and reduces the confusion for the children. Please have their cards completed by Friday February 11,

2011 and give them to the teachers in your child's room.



A Kindergarten teacher was observing her classroom of children while they were drawing. She would occasionally walk around to see each child's work. As she got to the one little girl who was working diligently, she asked what the drawing was. The little girl replied, "I'm drawing God." The teacher paused and said, "But no one knows what God looks like." Without missing a beat, or looking up from her drawing, the girl replied, "They will in a minute!"

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