



## 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!

\* 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. Nonprescription 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.



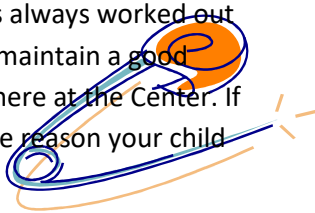


## Diapers and Wipes

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.

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## 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!



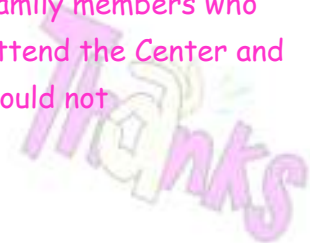
We sincerely thank you for your continued business during the past year!

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





## Valentine's Day Parties!

Children will be having their Valentine's Party Wednesday February 14, 2018. 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 9, 2018 and give them to the teachers in your child's room. Many of you have asked if you may bring treats this day and the answer is yes as long as it's prepackaged. We cannot serve home cooked treats.



# Tax Time

WOW, it's that time of year again! Those of you who have given Ms. Vickie your e-mail address have been sent your yearend invoices. However, those of you who did not submit an email address will have your statement available in the front lobby the end of January 2018. Those of you who just need our [Employee Identification Number here it is!](#)

[39-1905508](tel:39-1905508)



A note from

Ms Vickie & Ms Cindy.

We would like to take this opportunity to thank each of you for your encouragement and support. It has been

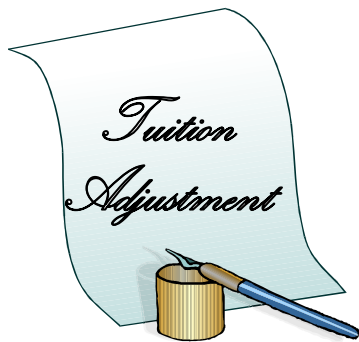
a pleasure to have your children here at the Center and to watch them grow physically, mentally, and emotionally. We truly appreciate the support and confidence you place in us and we do take your child's growth, health, safety and security seriously.

We hope that the New Year brings new meaning to your role as a parent. We are happy to be a part of your family's memories of days gone by.

We continue to learn that children are the best teachers of creativity, persistence and unconditional love.

That is truly what keeps us going.





## Tuition Adjustments

Dear Parents and Families;

The Nannies Unlimited Child Center & Preschool Inc. has been in business for 20 years. We feel blessed in so many different ways and would like to thank all of our families for allowing us the opportunity to participate in your child's growth and development, physically, mentally, spiritually, and emotionally.

Unfortunately we will be increasing tuition rates for childcare. Over the past year the expenses to operate the Center have gone up considerably.

We have listed our new prices for your review which goes into effect on

**Monday January 8, 2018.**

We wish to thank you for your support and know that you will understand the necessity for this price increase.

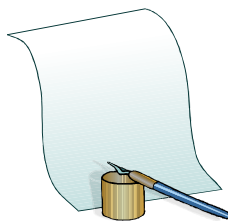
If you should have any questions or concerns

regarding this new policy please feel free to visit with Ms. Vickie and Ms. Cindy, our door is always open.

Thank you again we look forward to bring you and your family the continued care and services we provide at The Nannies Unlimited Child Center & Preschool Inc.

Sincerely,

*Victoria Johnson & Cynthia Thompson*



6wks-2yrs:      \$215.00/wk

2yrs-3yrs:      \$190.00/wk

3yrs & Toilet Trained:  
\$180.00/wk

4yrs-5yrs:      \$170.00

School Age:      \$125.00/wk

Before & After School:  
\$80.00/wk

Before Or After School:  
\$60.00/wk



## New Toothbrushes

**Part of our preschool program, the children ages two, three, four, or five years of age (non-school age) brush their teeth every morning. With this we ask that the parents bring a new toothbrush at least every three months because they become worn and are not as effective.**

**Also if your child has been sick especially with Strep Throat etc....please remember to bring a new toothbrush to cut down on the potential for cross contamination.**



To prevent accidents from occurring in our parking lot we would like to review that the entrance to the parking lot is on the east end closest to the Center and the exit is at the west end of the parking lot located by the vans/garbage receptacle. Please remember there are people walking with children to and from vehicles/building and would ask that you slow down and be cautious especially during the morning drop off and evening pick up times.



## Flexible Spending Accounts:

For those of you who participate in "Flexible Spending Accounts" for dependent care expenses we are requesting that you submit (if you have not already done so) a written notice for the need of and "invoice" If you have an email address, please include this with your request. This helps us get your invoice to you in a more efficient manner If you do not have an email address we will continue to be happy to sign vouchers. Please leave the vouchers with the office and we will complete those and place them in your child's cubby for you to pick up later. Remember, the invoices are completed only on a bi-weekly basis. If you should need them other than this, there will be an additional charge of \$10.00/invoice.



## Daylight Savings Time

Just a reminder it will be time to move your clocks forward by an hours Sunday March 11, 2018. Spring will be right around the corner. Yippee! ☺



The Nannies is closed on the following holidays. Please keep in mind if the holiday falls on a Sunday the Center is closed on the following Monday. If the holiday falls on a Saturday the Center will be closed on the Friday the day before. Here are the holidays we are closed.

New Year's Day,  
Memorial Day,  
July 4,  
Labor Day,  
Thanksgiving and the  
Day After,  
Christmas Eve closes  
early at 12:00 pm, and  
Christmas Day.



## Etiquette inside the building.

When children and parents are entering or leaving the building PLEASE reinforce our walking in the building policy. If your child runs inside the building, please redirect your child to walk! This really does help reinforce what our teachers instruct the children that, "we do not run inside the school/building.

Watch for our next  
Newsletter April 2018