

UNITED CHURCH NURSERY SCHOOL  
CHAPEL ON THE HILL  
CARING AND SHARING



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Vol. XXVIII, No. 1  
August 2021

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**THANKS FOR A GREAT BEGINNING**

A **BIG THANK YOU** goes out to all the parents for your patience and understanding in this time of uncertainty. Last year, one of my instructors said, “Now is a time for flexibility, patience and forgiveness,” and I think this year we need patience and forgiveness more than ever.

**Thank you** for helping your children learn the boundaries and safety rules, **Please remember that licensing rules require children to be accompanied by an adult at all times when they are at school. If your child goes to the restroom to wash hands in the morning, please accompany him/her.** When picking up your child from the playground, please make sure you come inside the gate to greet your child and sign him/her out. When returning to your car, please open the gate for your child and make sure you are holding your child’s hand while you are returning to your vehicle. Please do not allow your children to run through the parking lot. Please keep siblings with you at all times, rather than leaving them on the playground or in a vehicle while you drop off or pick up your child.

Due to a large number of children registered for the afternoon classes, this year we are asking parents to vacate the playground/bicycle area at 12:15. This will allow for easier supervising of the children that are staying. Thank you for your understand with this new policy.

If your child is to go home with someone other than their usual pick up person, please fill out a transportation permission slip (these are located by the tuition box) and give to your child’s teacher in the morning or send a message in Brightwheel. This helps us to know there will be a change in your child’s regular routine. Please also make sure this person is listed as someone who has permission to pick up your child on their enrollment form and has the code to check in/out, Thanks.

Please make sure your child has a complete change of clothes in their locker including underwear or diapers and socks. **PLEASE LABEL YOUR CHILD’S JACKETS AND OTHER CLOTHING WITH THEIR NAME. Teachers have sharpies on hand to facilitate labeling.**

Please check your child’s locker for papers and notes in the morning when you bring him/her to class. **Please send your child to school in sturdy, closed toed shoes.** Children are climbing, jumping, running, swinging, playing in the little woods and riding big wheels at school. They will be able to more safely participate in these activities if they have well-fitting, closed toe shoes. **NO FLIP FLOPS PLEASE!** Thanks for your help!!

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**ALEXANDER GUESTHOUSE AND PARKING LOT SAFETY**

As you turn into the church off of Kentucky Ave, remember we share the drive with Alexander Guesthouse. Their residents like to walk outside during the day. These are elderly individuals who may not always be aware of traffic. Please drive slowly up and down the hill to the nursery school. Please continue to drive slowly in the parking lot as our children are not aware of traffic and might dart around cars. Thanks for your help in keeping everyone safe.

In addition, we ask that you **NOT** park at the very end of the building in the spaces marked “Church Staff” as you come up the hill to the parking lot, these spaces are reserved for church staff only. Thanks!

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**PARENT INFORMATION BOARD**

Our parent information board is located above the water fountain outside the oldest classroom (Ms. Kimberly and Ms. Mary's room). If there is any information you would like to see up there, please let me know. I will be changing out newsletters and other information monthly, so please make sure you check the boards on a regular basis.

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**EARLY DROP OFF**

We have an early drop off program starting at 8:00 am. This program is similar to the Friday lunch in program as it is an extra service provided based on teacher availability. Because it is an extra service, we ask that the money be paid on a weekly basis and be paid in cash since the money goes directly to the teachers. If you must write a check, please make it out to Shona Ellis so that she can cash it and give the money to the teachers. This is a first come, first serve basis and is limited to 15 children. The cost is \$5 per child, per day. If you are interested in participating, please see Shona.

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**AFTERNOON CLASSES BEGAN**

Afternoon classes for children aged 30 months and up began August 16<sup>th</sup>. If your child is signed up for the afternoons, please send them to school with a healthy sack lunch and drink for them to enjoy on the days they will be staying for the afternoon. Insulated lunch kits with an ice pack are preferred as we are not able to store lunches in our refrigerator. Due to allergies present in the school we cannot allow nuts or nut butters in the lunches. Also, grapes, olives, hot dogs, cheese strings, baby carrots etc... need to be cut lengthwise due to them being a choking hazard. Please note, we are unable to heat up lunches. If you would like to sign your child up for the afternoons with a standing reservation or would like them to drop in for an afternoon, please talk with Shona. Thanks

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**KIDS' LUNCH IN**

**Kids' Lunch In is an optional service provided by the nursery school teachers on Fridays and is not part of the regular Nursery School program.** It is **separate** from the afternoon classes on Mondays, Tuesdays, Wednesdays, and Thursdays. Lunch In will be held on Fridays from 12:00 pm until 1:30 or 2:55, with the exception of the days the Christmas and Spring Sings are held. There will be a sign-up list on a clipboard beside the white board outside Ms. Shona's office for Lunch In. The fee is \$7.50 (1:30 pick up) or \$15.00 (2:55 pick up). Please pay in cash and place the money in a small envelope (some are provided), write your name on it to ensure credit for the payment, and put it in the blue basket on the shelf. This money is not part of the tuition, as it goes directly to the teachers. Please mark the list to indicate that you've paid. Children bring a sack lunch and a drink. Remember to sign out with the teacher when you pick up your child from Lunch In.

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**TUITION PAYMENTS**

As a reminder, tuition is due by the 1<sup>st</sup> of each month. If that falls on a weekend or a holiday, just pay when nursery school resumes. The fees you paid over the summer were for registration and May 2022 tuition. Starting in September please try to pay tuition by the 10<sup>th</sup> of the month. If your circumstance necessitates a payment later in the month, please let Shona know. Tuition rates are posted next to the tuition box outside Ms. Shona's office and on our website at ucschool.org. **TUITION ROUND UP** is a great way to help a child with scholarship needs. Just write your check for a few dollars more than your regular tuition rate and those extra dollars will go towards a child's financial aid. Please note on the check the additional amount is for Tuition Round Up. You can also pay automatically through Brightwheel.

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**PARENT WELCOME BRUNCH AND PERSONAL SAFETY**

The nursery school board will be hosting a "Parent Welcome Brunch" on **September 21<sup>st</sup> and 22<sup>nd</sup>**, Tuesday and Wednesday at drop off time. It will be held at the end of the parking lot to allow social distancing. So bring your coffee (or juice) and meet other parents and the board. Younger children are always welcome to attend the brunch.

The information about the Personal Safety Program has been put on our YouTube channel. We also have books and posters used in the program that you can review. The oldest class will be beginning the program soon. The middle class will begin after the winter holidays. The youngest classes will not be participating in the program.

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**KROGER REWARDS PROGRAM**

If you shop at Kroger and would like to help out the nursery school, please link your Kroger card to the school through the Community Rewards Program. Go to Kroger.com, create an account if you don't already have one, and then go to the Community Rewards Program and link your card to United Church Nursery School. Thanks!

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**AMAZON SMILES PROGRAM**

Please remember: next time you make an Amazon purchase, please purchase through Amazon Smile. A portion of the proceeds of all "Smile" eligible items will be donated to the nursery school. Here is how you can register our school with Amazon Smile:

1. Go to [Smile.Amazon.com](https://Smile.Amazon.com)
2. Under your account, select "your Amazon Smile."
3. Search for United Church Chapel on the Hill
4. Several options will come up, scroll down until you find the Chapel on the Hill for "Oak Ridge, TN"

To help our school, please make sure that when you make purchases from Amazon, you need to make sure that you make your purchases under your "Amazon Smile" account...not just Amazon. Thank you!

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