

Statement of Deficiencies

1509-A.4: Disclosure of Information Policy

Not Met

1509-A.4: Disclosure of Information Policy that provides notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education website.

Finding:

1509-A.4 Based on interview(s): The Provider did not have a Policy/Procedure to provide notice to parents of the licensing authority of the Licensing Division and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the Department of Education's website. Provider stated that a policy would be added.

1509-A.5: Complaint Policy

Not Met

1509-A.5: Complaint Policy

Parents shall be advised of the licensing authority of the Licensing Division along with the current telephone number and email address. Parents shall also be advised that they may call or write the Licensing Division should they have significant, unresolved licensing complaints.

Finding:

1509-A.5 Based on record review/interview(s): Provider did not have a policy/procedure to advise Parents of the licensing authority of the Licensing Division along with the current telephone number and email address. Parents shall also be advised that they may call or write the Licensing Division should they have significant, unresolved licensing complaints. Provider stated that a policy would be added.

1509-A.8. a-b: Behavior Management Policy

Not Met

1509-A.8. a-b: Behavior Management Policy

Each center shall develop and implement a written behavior management policy describing the methods of behavior guidance and management that shall be used at the center.

The behavior management policy shall prohibit children from being subject to any of the following:

- i. physical or corporal punishment which includes but is not limited to yelling, slapping, spanking, yanking, shaking, pinching, exposure to extreme temperatures or other measures producing physical pain, putting anything in the mouth of a child, requiring a child to exercise, or placing a child in an uncomfortable position.
- ii. verbal abuse, which includes but is not limited to using offensive or profane language, telling a child to "shut up", or making derogatory remarks about children or family members of children in the presence of children;
- iii. the threat of a prohibited action even if there is no intent to follow through with the threat;
- iv. being disciplined by another child;
- v. being bullied by another child;
- vi. being deprived of food or beverages;
- vii. being restrained by devices such as high chairs or feeding tables for disciplinary purposes; and
- viii. having active play time withheld for disciplinary purposes, except timeout may be used during active play time for an infraction incurred during the playtime.

Finding:

1509-A.8. a-b Based on record review: The Provider did not have a behavior management policy that clearly states ALL types of positive discipline that are used and all methods of discipline that are prohibited. Policy did not prohibit verbal abuse, the threat of prohibited action even if there is no intent to follow through with the threat, a child being disciplined by another child, being restrained by devices such as high chairs or feeding chairs, and having play time withheld for disciplinary reasons.

1509-A.8.c: Behavior Management Policy - Time Out

Not Met

1509-A.8.c: Time Out

Time out shall not be used for children under age 2.

A time out shall take place within sight of staff.

The length of each time out shall be based on the age of the child and shall not exceed 1 minute per year of age. For children over age six, a time out may be extended beyond 1 minute per year of age, if a signed and dated statement, including a maximum time limit, from the parent granting such permission, is on file at the center.

Finding:

1509-A.8.c Based on record review: The Provider did not have a Time Out policy as part of their Behavior Management Policy that clearly states ALL Time Out procedures that are used and all that are prohibited. Policy did not prohibit use of time out for children under age 2.

Statement of Deficiencies

1509-A.9: Electronic Devices Policy

Not Met

1509-A.9: Electronic Devices Policy that provides that all activities involving electronic devices, including but not limited to television, movies, games, videos, computers and hand held electronic devices, shall adhere to the following limitations:

- a. Electronic device activities for children under age two are prohibited; and
- b. Time allowed for electronic device activities for children ages 2 and above shall not exceed 2 hours per day.

Finding:

1509-A.9 Based on interview(s): The Provider did not have a written Electronic Devices Policy that provides that all activities involving electronic devices, including but not limited to television, movies, games, videos, computers and hand held electronic devices, are prohibited for children under age two and time allowed for electronic device activities for children ages two and above shall not exceed 2 hours per day. Provider stated that a policy would be added.

1509-A.10: Computer Practices Policy

Not Met

1509-A.10: Computer Practices Policy that requires computers that allow internet access by children to be equipped with monitoring or filtering software that limits access by children to inappropriate web sites, e-mail, and instant messaging.

Finding:

1509-A.10 Based on record review: The Provider did not have a written Computer Practices Policy that requires computers that allow internet access by children to be equipped with monitoring or filtering software that limits access by children to inappropriate web sites, e-mail, and instant messaging. Provider stated that a policy would be added.

1509-A.11: Programs, Movies and Video Games Policy

Not Met

1509-A.11: Programs, Movies and Video Games Policy

- a. Programs, movies, and video games with violent or adult content, including but not limited to soap operas, television news, and sports programs aimed at audiences other than children, shall not be permitted in the presence of children.
- b. All television, video, DVD, or other programming shall be suitable for the youngest child present.
- c. "PG" programming or its television equivalent shall not be shown to children under age 5.
- d. "PG" programming shall only be viewed by children age 5 and above and shall require written parental authorization.
- e. Any programming with a rating more restrictive than "PG" is prohibited.
- f. All video games shall be suitable for the youngest child with access to the games.
 - i. "E10+" rated games shall be permitted for children ages 10 years and older.
 - ii. "T" and "M" rated games are prohibited.

Finding:

1509-A.11 Based on record review: The Provider did not have a Programs, Movies and Video Games Policy requiring: Programs, movies, and video games with violent or adult content, including but not limited to soap operas, television news, and sports programs aimed at audiences other than children, shall not be permitted in the presence of children. All television, video, DVD, or other programming shall be suitable for the youngest child present. PG programming or its television equivalent shall not be shown to children under age 5. PG programming shall only be viewed by children age 5 and above and shall require written parental authorization. Any programming with a rating more restrictive than PG is prohibited. All video games shall be suitable for the youngest child with access to the games. E10+ rated games shall be permitted for children ages 10 years and older. T and M rated games are prohibited. Provider stated that a policy would be added.

1713-A&B&C: Supervision

Not Met

1713-A&B&C: A: Children shall be supervised at all times in the center, on the playground, on field trips, on non-vehicular excursions, and during all water activities and water play activities.

B: Children shall not be left alone in any room, (except the restroom as indicated in Subsection G of this Section or when being provided services by therapeutic professionals, as defined in 103), outdoors, or in vehicles, even momentarily, without staff present.

C: A staff person shall be assigned to supervise specific children whose names and whereabouts that staff person shall know and with whom the staff person shall be physically present. Staff shall be able to state how many children are in their care at all times.

Finding:

1713-A&B&C: Based on observations and interviews: Children were not under supervision at all times as upon arrival, Specialist observed a classroom of 11 3 year olds with no staff member present in the classroom or supervising the children. The assigned teacher entered approximately 1 minute after and stated that she had stepped away from the class and gone to the kitchen. Supervision was met prior to Specialist departure.

Statement of Deficiencies

1715-A.4: Criminal Background Check

Not Met

1715-A.4: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following: documentation of a fingerprint based satisfactory criminal background check

Finding:

1715-A.4 Based on observations/record review: S3 and S7 provided a copy of their certified criminal background check (RTR), however, the provider failed to obtain a new satisfactory criminal background check from the Louisiana State Police for this staff prior to the one year date of issuance of the previous certified criminal background check in order for the individual to continue employment at the center (1703.E). The criminal background check on file for S3 expired on July 31, 2016 and this staff person was present in the licensed child care facility on January 3, 2017. The criminal background check on file for S7 expired on October 27, 2016 and this staff person was present in the licensed child care facility on January 3, 2017.

1717-A: Independent Contractors Records

Not Met

1717-A: Independent Contractors. The following information shall be maintained for all independent contractors, including but not limited to therapeutic professionals, extracurricular personnel, contracted transportation drivers, Department of Education, Office of Early Childhood staff and local school district staff:

1. an information form that includes the person's name, address and phone number
2. a list of duties performed while present at the center; and
3. documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

Finding:

1717-A Based on record review/interview(s): Provider did not have documentation of a current Criminal Background Check or of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member for O1, O2, and O3. O1 was signed into the center on December 21 and December 28, 2016, O2 was signed into the center August 11 and August 27, 2016, and O3 was present in the facility several times from March 3, 2016 - November 4, 2016 with no current CBC on file. O3's affidavit for the 2015 - 2016 school year expired and the provider failed to attain an updated affidavit for O3 prior to her resuming services in the 2016 - 2017 school year.

1723-C.-D.: Pediatric First Aid

Not Met

1723-C.-D.:

- C. Pediatric First Aid - Beginning on July 1, 2016, Fifty percent of staff members on the premises of a center and accessible to children, or at least four staff on the premises and accessible to children, whichever is less, shall have current certification in Pediatric First Aid.
- D. Certification - A copy of the certification for each such staff member shall be on-site at all times and available for inspection by the Licensing Division.

Finding:

1723-C.-D. Based on record review: After July 1, 2016 - The Provider did not have documentation that at least fifty percent (50%) of all staff on the premises and accessible to the children or at least four staff on the premises and accessible to children, whichever is less, have current certification in Pediatric First Aid. 0 of 11 staff had documentation of this certification. Provider stated that a new CPR class is scheduled and she will ensure that PFA is completed at that time as well.

1901-P: Alcohol, Tobacco, etc. Prohibited

Not Met

1901-P: The center shall prohibit the use of alcohol and tobacco and the use or possession of illegal substances, unauthorized potentially toxic substances, fireworks and firearms, and pellet and BB guns on the center premises and notice to this effect shall be posted.

Finding:

1901-P Based on observations: The Provider lacked a posted notice that prohibits the use of alcohol, tobacco and the use or possession of illegal substances or unauthorized potentially toxic substances, fireworks, firearms, pellet or BB guns (loaded or unloaded) on the child care premises. Provider stated that a policy would be added.

Statement of Deficiencies

1901-R: The Safety Box

Not Met

1901-R: The center shall post a copy of the current The Safety Box newsletter issued by the Louisiana Office of the Attorney General and shall immediately remove from the early learning premises any items listed as recalled.

Finding:

1901-R Based on interview(s): The Provider did not post 'The Safety Box' newsletter issued by the Louisiana Office of the Attorney General. The provider stated she has never known about this regulation.

1909-D: Infants - Car Seats

Not Met

1909-D: Written authorization from a physician is required for a child to sleep in a car seat or other similar device and shall include the amount of time that the child is allowed to remain in said device.

Finding:

1909-D Based on observations: Written authorization from a physician was not available for 2 of 2 infants as required for infant to sleep in a car seat or other similar device. The authorization did not include the amount of time that the child is allowed to remain in said device.

1921-A: Emergency Preparedness and Evacuation Planning

Not Met

1921-A: The director shall consult with appropriate state and local authorities and shall establish and follow a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that at a minimum shall:

1. address any potential disaster related to the area in which the center is located;
2. include procedures for sheltering in place, lockdown and evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care;
3. include specific procedures for handling infants through two year olds;
4. include specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs;
5. include a system to account for all children;
6. include a system, and a back-up system, for contacting parents and authorized third party release caretakers;
7. include a system to reunite children and parents following an emergency;
8. include procedures for providing information about the emergency plan to parents at the time of enrollment and when changes occur;
9. be reviewed annually for accuracy and updated as changes occur; and
10. be reviewed with all staff at least once per year.

Finding:

1921-A Based on record review: The provider failed to have a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that addresses the following any potential disaster related to the area in which the center is located including lockdown and evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care, include specific procedures for handling infants through two year olds, specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs. The Provider did not have the following system in place to account for all children, a system, and a back-up system, for contacting parents and authorized third party release caretakers, a system to reunite children and parents following an emergency. Provider stated she would update her plan.