

Statement of Deficiencies

1507-A: Daily Attendance Records - Children

Not Met

1507-A: A daily attendance record for children shall be maintained that shall:

1. include the child's first and last name, arrival and departure times, and first and last name of person or entity to whom the child is released;
2. accurately reflect children on the center premises at any given time; and
3. be used to sign in and out if a child leaves and returns to the center during the day.

Finding:

1507-A Based on record review: *Attendance record on this date failed to accurately reflect the number of children present as evidenced by 112 children present however attendance record listed 115 children present. 3 children who had not been signed out had left the premises of the early learning center to go to therapy at the Christian Academy owned by Board as per staff. ** Record of daily attendance failed to identify the person to whom child is released when a third party picks up child and/or when staff has to clock child out.

1515-A.3: Releasing of Children

Not Met

1515-A.3: Written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

- a. The parent may further authorize additional individuals via a text message, fax or email to the center in unplanned situations and follow it with a written authorization.
- b. A child shall never be released to anyone unless authorized in writing by the parent.
- c. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
- d. The center shall verify the identity of the authorized person prior to releasing the child.

Finding:

1515-A.3 Based on record review: Written authorization failed to be available as required for C1, C2, and C3 to be removed from center to attend therapy at the School. Note: Authorizations on file all have the same handwritten entry of therapy beneath parent's signature however does not state permission is granted.

1709-B.1-6: Director Qualifications

Not Met

1709-B.1-6: The director/director designee shall have documentation of at least one of the following upon date of hire as director or director designee:

1. a bachelor's degree from an accredited college or university with at least 12 credit hours of child development or early childhood education or elementary education or a related field, and one year of experience in a licensed early learning center or comparable setting, subject to approval by the Licensing Division;
2. an Associate of Arts degree in child development or a closely related area, and one year of experience in a licensed early learning center, or comparable setting, subject to approval by the Licensing Division;
3. a National Administrator Credential and one year experience in a licensed early learning center, or comparable setting, plus 6 credit hours in child care, child development or early childhood or 90 clock hours of training in child care, child development or early childhood, subject to approval by the Licensing Division;
4. a Child Development Associate Credential (CDA) and one year of experience in a licensed early learning center, or comparable setting, subject to approval by the Licensing Division;
5. a diploma from a post-secondary technical early childhood education training program approved by the Board of Regents or correspondence course approved by the Licensing Division and one year of experience in a licensed early learning center, or comparable setting, subject to approval by the Licensing Division; or
6. three years of experience as a director or staff in a licensed early learning center, or comparable setting, subject to approval by the Licensing Division; plus six credit hours in child care, child development or early childhood education, or 90 "clock hours" of training approved by the Licensing Division. Up to three credit hours or 45 clock hours may be in management/administration education.

Finding:

1709-B.1-6 Based on record review: There failed to be evidence of center having a Qualified Director since 12/29/17 when previous director notified LDOE_Licensing of no longer serving in director's capacity. S1 has been hired as new director effective 1/4/18 however documentation not all on file of meeting qualifications.

Statement of Deficiencies

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: There failed to be evidence of required information for independent contractors who visit the early learning center to include: *an information form that includes the person's name, address and phone number and **a list of duties performed while present at the center.

1901-J.&K.: Items That Can be Harmful to Children

Not Met

1901-J.&K.: Items that can be harmful to children, such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils, shall kept in a locked cabinet or other secure place that ensures they are inaccessible to children.
1901-L: Plastic bags, when not in use, regardless of purpose or use, shall be made inaccessible to children.

Finding:

1901-J.&K.: Based on observation: *Wash room containing bleach out on counter was unlocked in the gym utilized by school age children. Note: No children were present at the time in this area. **Supply room containing medication out on counter failed to be locked as required.

1903-C: Free of Hazards

Not Met

1903-C: Indoor and outdoor areas shall be free of hazards.

Finding:

1903-C Based on observations: Center failed to be maintained free of hazards as evidenced by * 2 outlets (1 on 2 of the 3 outlets present) were observed uncovered in toddler class.

1907-A.1-2: High Chairs

Not Met

1907-A.1-2:

1. The high chair manufacturer's restraint device shall be used when children are sitting in a high chair.
2. Children who are either too small or too large to be restrained using the manufacturer's restraint device shall not be placed in a high chair.

Finding:

1907-A.1-2 Based on observations: At lunchtime 3 infants were observed in high chairs without being restrained as required with manufacturer's restraint device.

1907-B.1-4: Eating Practices

Not Met

1907-B.1-4:

1. Developmentally appropriate seating shall be used.
2. Chairs and tables of suitable size shall be available for each child.
3. Feeding tables may be used at mealtimes, if children's feet are able to rest comfortably on a foot rest.
4. Feeding tables may also be used for occasional program activities that require a table surface for no longer than 30 minutes in one day in addition to mealtime minutes.

Finding:

1907-B.1-4 Based on observations: At lunchtime Infants were observed in high chairs that lacked a foot rest as required.

Statement of Deficiencies

1913-E: Water Activities - Safety Procedure

Not Met

1913-E: The center shall have written procedures describing the method staff shall use to account for children and ensure their safety while engaged in water activities.

Finding:

1913-E Based on record review: Center has no written procedures describing the method staff shall use to account for children and ensure their safety while engaged in water activities.

1913-F: Water Activities - Lifeguard Certification

Not Met

1913-F: When children use a pool or other body of water with a depth of more than 2 feet, a certified lifeguard shall be present and supervising the children and may be counted in the child to staff ratio.

1. For on-site water activities, the center shall have documentation of the current certification of the lifeguard.
2. For off-site water activities, the center shall have documentation of the current certification of the lifeguard, whether the lifeguard is furnished by the center or the off-site water location.

Finding:

1913-F Based on record review: Center has no evidence of life guard certification at the water amusement park attended each each Friday during the Summer of 2017.

2101-A.14: Vehicle - Liability Insurance

Not Met

2101-A.14: Centers shall maintain at all times current commercial liability insurance for the operation of center vehicles to ensure medical coverage for children in event of accident or injury. This policy shall extend coverage to any staff member who provides transportation for any child in the course and scope of his/her employment. The provider is responsible for payment of medical expenses of a child injured while in the center's care. Documentation shall consist of the insurance policy or current binder that includes the name of the early learning center, the name of the insurance company, policy number, period of coverage and explanation of coverage. If transportation is provided by parents for field trips or transportation is provided by contract, whether daily of field trip, a copy of the current liability insurance shall be maintained on file at the center.

Finding:

2101-A.14 Based on record review: Transportation insurance policy failed to specify the name of the early learning center.
