

Statement of Deficiencies

1509.A.1.: Child Abuse and Neglect Policy

Not Met

1509.A.1.: Child Abuse and Neglect Policy

- a. As mandated reporters, all staff and owners shall report any suspected abuse or neglect of a child to the Louisiana Child Protection Statewide Hotline 1-855-4LA-KIDS (1-855-452-5437);
- b. An early learning center shall not delay the reporting of suspected abuse or neglect to the Child Protection Statewide Hotline in order to conduct an internal investigation to verify the abuse or neglect allegations; and
- c. An early learning center shall not require staff to report suspected abuse or neglect to the center or management prior to reporting it to the Child Protection Statewide Hotline.

Finding:

1509.A.1. Based on record review:
Center did not have the Child Abuse and Neglect Policy prominently posted and was unable to show parent's signature of receipt.

1509.A.2.: Non-Discrimination Policy

Not Met

1509.A.2.: Non-discrimination Policy that prohibits discrimination on the basis of race, color, creed, sex, national origin, handicap, ancestry or whether a child is being breastfed.

Finding:

1509.A.2. Based on record review: Center did not have a policy that states that discrimination on the basis of race, color, creed, sex, national origin, handicap, ancestry, or whether a child is being breastfed is prohibited.

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 department and the availability of licensing surveys/inspections, regulations and information regarding early learning centers from the department's website;

Finding:

1509.A.4. Based on record review: Center did not 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.

1509.A.5.: Complaint Policy

Not Met

1509.A.5.: Complaint Policy

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

Finding:

1509.A.5. Based on record review:
Center 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 department should they have significant, unresolved licensing complaints.

1509.A.6.: Parental Access Policy

Not Met

1509.A.6.: Parental Access Policy

Parents shall be allowed to visit the center anytime during its regular hours of operation and when children are present.

Finding:

1509.A.6. Based on record review: The Provider did not have a written policy allowing parents to visit the center anytime during regular hours of operation and when children are present.

1509.A.7.: Parental Involvement Policy

Not Met

1509.A.7.: Parental Involvement Policy

Parents shall be offered a minimum of two opportunities for involvement each year, which may include but are not limited to, an open house, parent education session, parent and staff conference, family pot luck dinner, holiday party or parent or grandparent's day.

Statement of Deficiencies

Finding:

1509.A.7. Based on record review: The Provider did not have a policy offering Parents a minimum of two opportunities for involvement each year, which may include but are not limited to, an open house, parent education session, parent and staff conference, family pot luck dinner, holiday party or parent or grandparent's day.

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.

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

Not Met

1509.A.8.c.: Time Out Policy

- i. Time out shall not be used for children under age 2.
- ii. A time out shall take place within sight of staff.
- iii. 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.
- iv. 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:

Center 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.

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 two and above shall not exceed two hours per day, with the exception that television, DVD, or video viewing shall be limited to no more than one hour per day;

Finding:

1509.A.9. Based on record review:

Center 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 are two and time allowed for electronic device activities for children ages two and above shall not exceed 2 hours per day, with the exception that television, DVD, or video viewing shall be limited to no more than one hour per day.

Statement of Deficiencies

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.

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.

1511.A.2.: Sleep/Rest Procedure

Not Met

1511.A.2.: Sleep/Rest

- a. Infants shall be allowed to sleep according to their individual schedules
- b. Children under age 4 shall have daily rest time of at least 75 minutes in programs operating more than 5 hours per day.
- c. Children ages 4 and older shall be offered the opportunity for quiet time.

Finding:

1511.A.2. Based on record review: The Provider did not have a written and implemented procedure for Sleep/Rest for infants, children under age four and for children age four and older.

1511.A.3.: Receiving and Releasing Children Procedure

Not Met

1511.A.3.: An early learning center shall establish in writing and implement procedures for: Receiving and releasing a child from the center.

Finding:

1511.A.3. Based on record review: The Provider did not have a written and implemented procedure for receiving and releasing a child from the center.

Statement of Deficiencies

1709.B.1.-3.: Director Qualifications

Not Met

1709.B.1.-3.: The director/director designee shall have documentation of at least one of the following upon date of hire as director or director designee:

1. an early childhood ancillary certificate and one year of experience in teaching or care in a licensed early learning center, or comparable setting, subject to the approval by the department;
2. a national administrator credential and one year experience in teaching or care in a licensed early learning center, or comparable setting, plus 6 credit hours or 90 clock hours of training in child care, child development, early childhood, or management/administration, subject to approval by the department; or
3. 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 6 credit hours or 90 clock hours of training in child care, child care development, early childhood, or management/administration approved by the department.

Finding:

1709.B.1.-3. Based on record review: The Center did not have a director that meets one of the following qualifications: 1. an early childhood ancillary certificate and one year of experience in teaching or care in a licensed early learning center, or comparable setting, subject to the approval by the department; 2. a national administrator credential and one year experience in teaching or care in a licensed early learning center, or comparable setting, plus 6 credit hours or 90 clock hours of training in child care, child development, early childhood, or management/administration, subject to approval by the department; or 3. 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 6 credit hours or 90 clock hours of training in child care, child care development, early childhood, or management/administration approved by the department.

1723.A.&B.: CPR Certification

Not Met

1723.A.&B.: A. Infant and child CPR. 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 infant and child CPR through training approved by the department.

B. Adult CPR. 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 adult CPR through training approved by the department.

Finding:

1723.A.&B. Based on record review. Center 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 infant and child CPR through training approved by the department. Zero of 2 staff had documentation of this certification.

1723.C.: Pediatric First Aid

Not Met

1723.C.: Pediatric First Aid. 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 through training approved by the department.

Finding:

1723.C. Based on record review. Center 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 through training approved by the department. Zero of 2 staff had documentation of this certification.

1725.A.-C.: Medication Management Training

Not Met

1725.A.-C.: A. All staff members who administer medication shall have medication administration training.

B. Whether the center is administering medication or not, each early learning center shall have at least two staff members trained in medication administration and at least one on the premises. A staff member who is a licensed practical nurse (LPN) or registered nurse (RN) with a valid nursing license shall be considered to have medication administration training.

C. Such training shall be completed every two years with an approved child care health consultant.

Finding:

1725.A.-C.: A. Center did not have at least two staff members trained in medication administration whether the early learning center administers medication or not. No staff had this training.

Statement of Deficiencies

1921.A.: Emergency Preparedness and Evacuation Planning

Not Met

1921.A.: Emergency and Evacuation Plan. 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, including food and formula;
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.
11. practice drills shall be conducted at least twice per year to include all children and shall be documented.

Finding:

1921.A. Based on record review: Provider did not have emergency and evacuation plan to protect children in the event of emergencies.

1921.C.: Evacuation Pack

Not Met

1921.C.: Evacuation Pack

The center shall have an evacuation pack, the location of which is known to all staff, that at a minimum shall contain:

1. a list of area emergency phone numbers;
2. a list of emergency contact information and emergency medical authorization for all enrolled children;
3. an emergency pick up form;
4. first aid supplies, hand sanitizer, wet wipes, and tissue;
5. diapers for children who are not toilet trained and plastic bags for diapers;
6. a battery powered flashlight and radio and batteries or a crank flashlight and crank radio; and
7. disposable cups and bottled water.

Finding:

1921.C. Based on observations: Provider did not have an evacuation pack.