

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 observations/Record review: The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 59 children were present and 43 children were signed in on the log. S1 corrected the sign in log prior to Specialist leaving the center.

Corrective Action Plan: Effective 2/15/2024, S1 stated she will move the clip boards back to the classrooms instead of having in the lobby so teachers can see who did not sign in to ensure this regulation is met.

Child to Staff Ratio

Not Met

1711. A.&B.&D.&G.: Child to staff ratios are established to ensure the safety of all children.

B. Minimum child to staff ratios shall be met at all times.

1. There shall be a minimum of two staff members present at an early learning center when more than four children are present.
2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.

C. The department's form noting required child-to-staff ratios shall be posted in each room included in the center's licensed capacity.

D. Minimum child-to-staff ratios for children are as follows.

Ages of Children	Ratio
Infants under 1 year	5:1
1 year	7:1
2 years	11:1
3 years	13:1
4 years	15:1
5 years	19:1
6 years and up	23:1

G. Mixed Ages Groups - Minimum Child to Staff Ratios

1. An average of the child to staff ratios may be applied to mixed age groups of children ages two, three, four and five.
2. Child to staff ratios for children under age two are excluded from averaging.
3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
4. An average may be applied to a mixed age group consisting only of children ages five and older.

Finding:

1711.A.&B.&D.&G.: Based on observation: S1 failed to meet the required child to staff ratio for children of the following ages: 12 children age 2-year-old, with 1 staff, S8. The required ratio for children of this age is 11 children per 1 staff person. S1 moved a child to another room correcting ratio prior to Specialist leaving the classroom.

Corrective Action Plan: Effective 2/15/2024, S1 stated she will talk to staff to review that when they go over ratio, they need to buzz the office to notify office staff immediately so that children can be moved to meet ratio and to ensure this regulation is met.

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1719. A.- C.: Orientation Training

Not Met

1719. A.- C.: A. Within seven calendar days of the first day present at the center, and prior to assuming sole responsibility for any children, each staff member shall receive center-specific orientation to the policies and practices of the center that at a minimum shall include information on the center:

1. child abuse identification and reporting, including phone numbers for mandatory reporting and suspected child abuse and neglect;
2. location of emergency exits and emergency preparedness plans;
3. handling of emergencies due to food/allergic reactions;
4. location of first-aid supplies;
5. list of children with allergies, children with disabilities, and children with special health care needs;
6. identification of critical staff including but not limited to staff trained in CPR and first aid and staff who can administer medicine;
7. child release policies and restrictions;
8. child-to-staff ratio policies;
9. daily schedules;
10. opening policy;
11. closing policy; and
12. transportation policy and vehicle inspection procedures.

B. Within seven calendar days of the first day present at the center, and prior to assuming sole responsibility for any children, each staff member shall complete the LDE Key Training Module 1 and the DCFS online Mandated Reporter Training. Key Training Module 1 shall at a minimum include information on the following:

1. general emergency preparedness, including natural disasters and man-caused events;
2. professionalism;
3. health and safety, which includes: daily observations, supervision regulations, daily attendance, child to staff ratios, improper discipline, prohibited discipline, prevention of shaken baby syndrome, prevention of abusive head trauma and child maltreatment, food safety, choking risks recognition and reporting of child abuse and neglect;
4. administration of medication consistent with standards for parental consent;
5. prevention and response to emergencies due to food and allergic reactions;
6. appropriate precautions in transporting children, if applicable;
7. public health policies, prevention and control of infectious diseases, including immunization information;
8. handling and storage of hazardous materials and the appropriate disposal of bio-contaminants;
9. pediatric first aid and cardiopulmonary resuscitation (CPR);
10. prevention of sudden infant death syndrome and use of safe sleep practices;
11. outdoor play practices;
12. environmental safety; and
13. building and physical premises safety, including identification of and protection from hazards, bodies of water and vehicular traffic;
14. child release practices; and
15. critical incident practices and licensing regulations

C. Within 30 calendar days of the first day present at the center and prior to assuming sole responsibility for any children, each staff member shall complete the LDE Key Orientation Training Modules 2 and 3, that at a minimum shall include information on the following:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety; and
5. early learning development standards.

Finding:

1719. A.- C. Based on record review/interview: S1 lacked documentation that 1 of 11 staff, S8, received orientation within seven days and thirty days of the first day present at the center and prior to having sole responsibility for any children.

Corrective Action Plan: Effective 2/15/2024, S1 stated she will have all staff do the modules prior to being placed in a classroom to ensure this regulation is met.

1723. F.: CPR/Pediatric First Aid within 90 days

Not Met

1723. F.: Within 90 calendar days from the date of hire and prior to assuming sole responsibility for any children, each staff member shall have current certification in pediatric first aid and CPR. During this period, caregivers and teachers who provide direct care for children must be supervised until training is completed.

Finding:

1723. F. Based on observations/Record review: S8 failed to have current certification in pediatric first aid and CPR within 90 calendar days from the date of hire prior to assuming sole responsibility for any children. S8 was observed having sole responsibility of twelve 2-year-olds prior to getting CPR/

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Pediatric First Aid training. S1 moved another teacher with CPR/Pediatric First Aid into the room with S8 to correct the deficiency.

Corrective Action Plan: Effective 2/15/2024, S1 stated to ensure this regulation is met.
