

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:

NEW 1507.A. Based on record review/observations at approximately 3:03pm, S1 failed to have a daily attendance record for children that accurately reflect the children on the child care premises at any given time as, 17 children were present and 16 children were signed in on the log. 5 of 16 children did not have documentation of the child's first and last name.

Corrective Action Plan: S1 stated she will post a sign today near the front entrance to remind parents to sign children in and out, and will check behind them to make sure children are signed in and out correctly starting at pickup today, to prevent having inaccurate sign in records.

1711.A.&B.&D.&G.: Child to Staff Ratio

Not Met

1711.A.&B.&D.&G.: A. 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 one child is present.
2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.

D. Minimum Child to Staff Ratios for Type II and Type III centers:

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 Age 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 2, 3, 4 and 5
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 5 and older.

Finding:

1711.D.&G.3. Based on observations at approximately 3:04pm, S1 failed to meet the required child to staff ratio in two classrooms for children of the following ages:

- Ten children, C1 - C10, ages 2 months - 4 years (two infants, one- 1 year old, five- 3 year olds, one- 4 year old, and one- 5 year old) with one staff, S1.
- Seven children, C11 - C17, ages 11 months - 2 years (one infant, one- 1 year old, and five- 2 year olds) with one staff, S2.

S1 was informed that the required ratio for children of this age is 5 children per 1 staff for both classrooms. S1 stated the classrooms were in ratio prior to S3's departure at 3:00pm, but that S3 left due to an emergency.

Corrective Action Plan: S1 stated she will review the required ratio in Bulletin 137 with all staff immediately today and tomorrow to prevent being out of ratio again. S1 also stated that staff will not be allowed to leave early for any reason, if ratio is not met in each classroom. Staff must wait until another staff member arrives before they can leave.

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:

NEW 1713.B. Based on observations at 3:06pm, C1 was not under supervision for approximately one minute between 3:05pm - 3:06pm. The Specialist

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observed C1, a two year old, sleeping on a mat in a classroom alone. S1 stated she is supervising C1, however, she wanted to keep C1 isolated from the group because C1 is sick. S1 stated she contacted C1's mother earlier to pick the child up. Supervision was met at 3:06pm when S1 returned to the classroom.

Corrective Action Plan: S1 stated she will be sure not to leave any children in a classroom alone at any time effective immediately, and will also remind all the staff, of the importance of proper supervision with training in Bulletin 137 between today and tomorrow to prevent future supervision issues.
