

## 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 on 2/27/2020 at approximately 9:45 am, the center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 17 children were present and 14 children were signed in on the log. S1 corrected the daily attendance log to match the children present.

Corrective Action Plan: S1 will check the attendance log more often and ask parents to sign in as they arrive.

### 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.A.&B.&D.&G.: Based on observations on 2/27/2020 at approximately 9:15am, S1 failed to meet the required child to staff ratio for children of the following ages: 12 children age 1-5 years old (3 - one year olds; 2- two year olds; 4 - three year olds; 2 - four year olds; and 1 - five year old) with 1 staff, S1. The required ratio for children of this age is 7 children per 1 staff person. One additional staff was needed to meet ratio for this age group. S1 stated that she was shorthanded for today. S2 was in kitchen cooking from 9:15am until 11:18am, when she returned to the classroom, correcting ratio.

Corrective Action Plan: S1 stated that she is currently trying to hire a part-time staff to fill the morning shift for when S4 is out once per month. S1 stated that she will hire someone by 3/27/2020.

### 1903.E.5.: Outdoor - Enclosed

Not Met

1903.E.5.: Outdoor play space shall be enclosed with a permanent fence or other permanent barrier in a manner that protects children from traffic hazards, prevents children from leaving the premises without proper supervision, and prevents contact with animals or unauthorized persons.

#### Finding:

1903.E.5. Based on observations on 2/27/2020 at approximately 9:45am, the outdoor play space lacked enclosure with a permanent fence or other permanent barrier in a manner that protects children from traffic hazards, prevents children from leaving the premises without proper supervision, and prevents contact with animals or unauthorized persons. Specialist observed a fence around the play yard, however, the fence was damaged in the back left corner, creating a 2 foot gap where children could leave the play yard.

Corrective Action Plan: S1 will call someone today, 2/27/2020, to have the fence repaired by 3/27/2020.

## ***Statement of Deficiencies***

### **1921.E.: Tornado Drills**

**Not Met**

1921.E.: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented.

#### **Finding:**

1921.E. Based on record review conducted on 2/27/2020, at approximately 12:20pm, S1's documentation of Tornado drills was incomplete as the following was not noted: signatures (not initials) of staff present for April, May, and June 2019 drills and inaccurate count of children present during completion of drills in March, May and June of 2019. S1 conducted a drill on 3/11/19 at 8:45am, documenting 9 children were present, but record review of children daily attendance for that date and time showed that 11 children were present. S1 conducted a drill on 4/12/19 at 9:45am, documenting 3 staff were present, but only S1 signed the tornado drill documentation. S1 conducted a drill on 5/15/19 at 2:50pm, documenting 24 children were present, but record review of children daily attendance for that date and time showed that 19 children were present. S1 also documented 3 staff were present for the 5/15/19 drill, but only S1 signed the tornado drill documentation. S1 conducted a drill on 6/10/19 at 4:00pm, documenting 6 children were present, but record review of children daily attendance for that date and time showed that 14 children were present. S1 also documented 3 staff were present for the 6/10/19 drill, but only S1 signed the tornado drill documentation.

Corrective Action Plan: S1 stated that she will stop completing the paperwork prior to the drill being conducted and will complete the documentation at the time of the actual drill starting today, 2/27/2020.

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