

## Statement of Deficiencies

### 1103.A.-C.: Critical Incidents and Required Notifications

Not Met

1103.A.-C.: A. An early learning center shall make immediate notification to emergency personnel, law enforcement as applicable, and other appropriate agencies for the following types of critical incidents involving children in care:

1. death;
2. serious injury or illness that required medical attention;
3. a child left unsupervised for any amount of time;
4. use of prohibited behavior management as described in §1509. of this Part;
5. allegations or suspicion of child abuse or neglect by center staff;
6. an accident involving the transportation of children;
7. any child given the wrong medication or an overdose of the correct medication;
8. any loss of power over two hours while children are in care;
9. a physical altercation between adults in the presence of children on the premises;
10. reportable infectious diseases and conditions outlined in LAC 51:II.105;
11. any other significant event relating to the health, safety, or well-being of any child, including but not limited to a lost child, an emergency situation, fire or other structural damage, or closure of the center.

B. Prioritization of Notifications. The following shall be notified immediately and in the order listed below as applicable:

1. emergency personnel when dealing with any medical incident.
2. law enforcement.
3. parent.

C. The following, as applicable, shall be notified via email within 24 hours of the incident, or no later than the next business day if the incident occurred on a Friday or on a recognized state holiday:

1. LDOE. This written notification shall be made for all of the critical incidents identified above, shall be made on the LDOE critical incidents report form, and shall contain all information requested on the form.
2. DCFS. Report all incidents that might constitute child endangerment including examples provided in mandated reporting training.
3. LDH. Report all incidents related to LDH regulations such as safety and sanitation issues as well as infectious diseases and conditions.
4. OSFM. Report all incidents related to OSFM regulations.
5. Any other appropriate agencies, including but not limited to, local or city fire marshal or the Department of Environmental Quality.

#### Finding:

1103.A.&C.: Based on record review at 2:30 p.m., S1 failed to immediately notify the Parent of the following critical incident: On 3/18/2024, at 9:30 a.m., O2 notified S1 that she witnessed S2 hitting C1 on the hand in the bathroom, while stating, "You think this is a game? You hear me?" S1 notified O1 of the incident on 3/18/2024, at 11:19 a.m. S2 was suspended on 3/18/2024, pending investigation.

Corrective Action Plan: Effective 3/21/2024, S1 stated as soon as she is informed of an incident or allegation, she will make immediate notification to the parent, prior to any delay to obtain all information and details, to ensure compliance with this regulation.

### 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 observation at 9:45 a.m., the head start gate failed to securely latch to protect 15, three-to-four-year-old, children with S5 and S6, 15, three-to-four-year-old, children with S7 and S8, and 15, four-to-five-year-old, children with S9 and S10, from traffic hazards, prevent children from leaving the premises without supervision, and prevent contact with animals or unauthorized persons while on the play yard. Corrected during inspection.

Corrective Action Plan: Effective 3/21/2024, S1 stated she will review with staff to check gates daily at the end of the day and prior to entering the play yard to ensure gates are latching appropriately, to ensure compliance with this regulation.

### 2109.B.: Non-vehicular Excursions - Records

Not Met

2109.B.: Centers shall maintain records of all non-vehicular excursion activities to include the date, time, list of children, staff, and other adults, and type of activity.

#### Finding:

2109.B.: Based on observation/record review at 10 a.m., staff failed to maintain a record of all non-vehicular excursion activities. Specialist observed the following:

- S5 and S6 outside with 15, three-to-four-year-old, children, and the record failed to note the children and all staff present, and other adult, and type of activity; and

PRIME TIME Head Start at Willow Street  
1501 E Willow St.  
Lafayette, LA 70501

Date - 03/21/2024  
License # - 52097  
Action Code - 23 - INCIDENT

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- S9 and S10 outside with 15, three-to-four-year-old children, following a non-vehicular excursion and failed to have a record for review.

Corrective Action Plan: Effective: 3/21/2024, S1 stated she will review this regulation with staff to document and maintain non-vehicular excursion records with all required information, to ensure compliance with this regulation.

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