

## 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: The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 47 children were present and 37 children were signed in on the log upon Specialist's arrival on 3/23/17.

### 1507-B: Daily Attendance Records - Staff and Owners

Not Met

1507-B: A daily attendance record for all staff members and owners shall be maintained that shall:

1. include the first and last name of the staff member or owner and arrival and departure times;
2. accurately reflect the staff members and owners on the center premises at any given time; and
3. be used to document staff members and owners who leave and return to the center during the day

#### Finding:

1507-B Based on observations: The center's staff and owner's daily attendance record did not accurately reflect persons on the child care premises at any given time as evidenced by six staff on premises, but four staff signed in the log upon Specialist's arrival on 3/23/17. S3 and S5 were not signed in the log.

### 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.

#### Finding:

1509-A.7 Based on interview(s)/record review: The Provider did not follow the Parental Involvement Policy as there was no documentation of parents being offered at least two opportunities for involvement over the past licensed year. S8 stated parents were invited to activities, but could not provide documentation.

### 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:

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1711-A-B-D-G Based on observations: The Provider failed to meet the required child to staff ratio for children of the following ages: 9 children under 12 months of age to One years old with 1 staff. Specialist observed S5 in the outdoor play area the morning of 3/23/17 with nine children ranging in age from under 12 months to One years old. There were 2 children under 12 months of age and 7 - One year old children in the outdoor swings. The required ratio for a mixed group of children of this age is 5 children per 1 staff person.

### 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), 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:

1713-A&B&C Based on observation: Children were not under supervision at all times as Specialist observed C1 to sleeping alone in a room upon arrival on 3/23/17. S2 and S3 were observed to be sitting on the floor in an adjacent room without C1 in the sight. Corrected by S2 moving C1's crib in sight of staff.

### 1715-A.5: State Central Registry

Not Met

1715-A.5: Personnel files for each staff member shall be maintained at the center and shall include the following:

documentation of a current, completed state central registry disclosure form indicating no justified (valid) finding of abuse or neglect by the DCFS, or a current determination from the DCFS indicating that the individual does not pose a risk to children.

#### Finding:

1715-A.5 Based on record review: Provider failed to have documentation of a completed state central registry disclosure form (SCR 1) on site and available for review at the center prior to a previously completed form expiring (1705.B). 2 of 10 staff, S7 and S11 failed to have documentation of the annually completed form. Corrected before departure for S7.

### 1717-A: Independent Contractors Records

Not Met

1717-A: Independent Contractors. The following information shall be maintained for all independent contractors, including but not limited to therapeutic professionals, extracurricular personnel, contracted transportation drivers, Department of Education, Office of Early Childhood staff and local school district staff:

1. an information form that includes the person's name, address and phone number
2. a list of duties performed while present at the center; and
3. documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center or documentation of the paid, adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was on the center premises, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while on the premises, and the signature of both the contractor and the accompanying staff member.

#### Finding:

1717-A. Based on record review: Provider did not have documentation of a fingerprint based satisfactory criminal background check dated prior to the individual being present at the center for independent contractors O1 and O2. O1 was present on 6/2/16, 6/9, 6/13, 6/16, 6/23, 7/7 and 7/21. O2 was present on 6/21/16, 6/27, 6/28, 7/12 and 7/26.

### 1901-M: Strings and Cords

Not Met

1901-M: Strings and cords, including but not limited to those found on equipment, window coverings, televisions and radios, shall be inaccessible to children under age 4.

#### Finding:

1901-M Based on observations: Strings and cords were accessible to children under age 4 as Specialist observed a cable TV cord in the outdoor play area along the exterior wall at the rear of the main center building. The cord ran along the lower portions of the exterior siding just above the lattice work. Specialist observed an electrical cord from a window unit in building #2 not properly anchored. Children may become entangled by the cords.

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### **1903-C: Free of Hazards**

**Not Met**

1903-C: Indoor and outdoor areas shall be free of hazards.

**Finding:**

1903-C Based on observations: The outdoor play area was not free of hazards as Specialsit observed peeling paint along the exterior wood siding at the rear of building #1. The peeling paint poses a hazard if ingested by children.

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### **1903-E.6: Outdoor - Crawlspace**

**Not Met**

1903-E.6: Crawlspace and mechanical, electrical, or other hazardous equipment shall be made inaccessible to children.

**Finding:**

1903-E.6 Based on observations: Crawlspace are not inaccessible to children as Specialist observed a gap in the lattice work along the lower edges of the center building within the outdoor play area. A child could fit through the opening and become trapped under the center building.

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