

## 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: Daily Attendance Records: Children: Based on record review on 4/2/18 the center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 12 children were present and 9 children were signed in on the log.

### 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: Child to Staff Ratio: Based on observations on the center failed to meet the required child to staff ratio for children of the following ages: 12 children ages 8 months to 7 y/o with 1 staff and 8 children ages 1 y/o to 7 y/o. The required ratio for children of this age is (5) infants to 1 staff person, (7) 1 y/o to 1 staff person, (11) 2 y/o to 1 staff person, (13) 3 y/o to 1 staff, (15) 4 y/o to 1 staff person, (19) 5 y/o to 1 staff person, and (23) children 6 y/o and above to 1 staff person.

On 4/2/18, the Specialist arrived at the center and S2 opened the door for the Specialist leaving S3 in the classroom alone with 12 children ages 8 months old to 7 y/o. S2 prepared to separate the children and had 8 children (1 y/o to 7 y/o) travel down the hallway to the classroom directly behind the office. The Specialist advised S2 that 1 child be returned to S3 due to ratio requirements. S2 then walked away from all 8 children leaving them alone so that she could get S3's assistance which left the classroom out of ratio 8 children (1 y/o- 7 y/o) with no staff present. While the Specialist was sitting in the office completing the administrative part of the inspection she observed that C2 was able to maneuver herself out of the classroom while being supervised by S3, walk pass S2 and her 7 children (1 y/o to 7 y/o) who were standing at the doorway of S3's classroom, make her way out of the classroom door, walked down the hallway and entered the classroom directly behind the office (Specialist observed C2 on center video camera system) without the supervision of a staff person. S3 left the infant room after the Specialist informed her that C2 had left the room and went to the classroom behind the office to obtain C2 leaving S2 in the door way of her class observing 11 children (8 month- 7 y/o) which is out of ratio. S2 did not stay in the door way of the S3's classroom until she returned from retrieving C2, leaving 3 infants alone for approximately 5 second without a staff person present, which is out of ratio.

### 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.

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### Finding:

1713-A&B&C: Supervision: Based on observation the children were not under supervision at all times as evidenced by on 4/2/18 the Specialist observed C1 at the back of the center alone. S2 escorted 8 children (1 y/o to 7 y/o) to the classroom directly behind to the office. While in route C1 bypassed the classroom and went around the left corner of the building where she was found standing in the doorway of the first classroom on the left by the Specialist as she was completing the walk through of the center.

S2 and 7 children (1 y/o to 7 y/o) traveled from their classroom behind the office to the infant room where S3 was located. While S3 and S2 were conversing C2 was able to maneuver herself out of the classroom with S3, walk pass S2 and the children she had standing in the doorway of S3's classroom. Once C2 made it through the children she then walked out of the classroom, down the hallway and entered the classroom directly behind the office. The Specialist informed the staff that C2 had left the room. S3 then left the infant room and went to the room behind the office to obtain C2. S2 stood in the door way supervising the four children; (3) infants and (1) 1y/o; in S3's classroom until her 7 children began to leave the doorway and headed back to their classroom behind the office. The (3) infants and (1) 1 y/o children were left alone for approximately 5 second before S3 returned to the classroom with C2.

### 1719-A.-B.: Orientation Training

**Not Met**

1719-A.-B.: Within seven calendar days of date of hire, and prior to assuming sole responsibility for any children, each staff member shall receive orientation to the policies and practices of the center that at a minimum shall include:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices,

Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention;

### Finding:

1719-A.-B. Based on record review: The center lacked documentation that 2 of 4 staff, S3 and S4, received additional orientation within 7 days or thirty days of date of hire. On 4/2/18 the Specialist observed that the S3 who was hired on 10/30/17 and should have completed 7 day orientation training on or by 11/6/17. S3 should have also completed 30 day orientation training on or by 11/30/17. S4 who was hired on 2/5/18 should have completed 7 day orientation training on or by 2/12/18. S4 should have also completed 30 day orientation training on or by 3/5/18.

### 1901-C: End-of-Day Check

**Not Met**

1901-C: The entire center and play yard shall be checked after the last child departs to ensure that no child is left at the center and this check shall be documented. Documentation shall include date, time of visual check, and signature of the staff conducting the visual check.

### Finding:

1901-C: End-of-Day Check: Based on record review the center did not document that the entire center and play yard is checked after the last child departs to ensure that no child is left unattended at the center as evidenced by the center failing to have a log of documentation that the center was checked at the end of each day from 11/17/17 to 4/2/18.