

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 record review/interview(s): On 4/23/18, the center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 46 children were present and 54 children were signed in on the log. Specialists brought it to the attention of S2. S2 stated that 1 of the children started today and was not signed in and the Pre-K classroom went on a field trip. Specialists explained to S2 and S9 that the daily attendance must accurately reflect children on the center premises at any given time.

2105-E: Field Trip - Record

Not Met

2105-E: A written record for each field trip shall be maintained and shall include the following:

1. date, destination(s) and method of transportation;
2. names of all the children being transported in each vehicle;
3. names of the driver, staff members and other adults being transported in each vehicle;
4. names of other adults who joined the field trip at the destination(s) to assist with supervision of children; and
5. the presence of each child each time the children enter or exit the vehicle.

Finding:

2105-E Based on record review/interview(s) on 4/23/18 The Center did not maintain a record of all field trips taken. Upon arrival to center, Specialists observed 9 children were on a field trip with S10. The center did not have the proper written record forms indicating date, destination, and method of transportation. The center did not have the proper written record forms indicating the names of all the children, driver, and staff members being transported in each vehicle. Specialist observed S10 and 9 children returned to the center at 1:00 PM from the Alexandria Zoo. Specialists informed S2, S9, and S10 that the center must maintain an accurate account for all children.