

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 on 5/15/19, the center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 36 children were present and 33 children were signed in on the log. LS observed 15 children were present in S3's classroom and only 13 were signed in. S3 was able to verify the two children that were not signed in. LS observed 11 children present in S5 and S6's classroom and only 10 were signed in. S1 was able to verify the child that was not signed in.

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.D.: Based on observation on 5/15/19, S1 failed to meet the required child to staff ratio for children ages 3yr to 4yrs olds. LS observed S2 standing in the office upon arrival to the center at 9:57 am. S2 immediately walked to S3's classroom in order to assist S3 was supervising 15 children (ages 3 yr to 4yrs old). During the walk through, LS requested the length of time S3 was supervising the 15 children, independently. S3 stated S7 was in the classroom with her until approximately 9:15 am, which is when S7 left to drive children on a field trip. S3 stated she was the only staff supervising the children from 9:15 am to 9:58 am, which is when S2 assisted her with supervising the children. The required ratio for children of this age is 14 children per 1 staff person.

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, local school district staff, and departmental staff other than those responsible for inspecting centers:

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 CCCBC-based determination of eligibility for child care purposes from the department or documentation of the adult staff member not otherwise counted in child to staff ratios that accompanied the contractor at all times while the contractor was at the center when children were present, to include the date, contractor arrival and departure time, language stating that the contractor was accompanied by the staff member at all times while at the center when children were present, and the signature of both the contractor and the accompanying staff member.

Finding:

1717.A. Based on record review on 5/15/19, S1 did not have documentation on file for Independent Contractor, O3, that included O3's name, address, phone number, list of duties performed while at the center as S1 was unable to locate this information for LS to review.

Statement of Deficiencies

1807.C.: CCCBC-Based Determinations of Eligibility for Visitors and Contractors

Not Met

1807.C.: C. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each visitor or independent contractor of any kind, and shall have documentation of said determination available at all times for inspection upon request by the licensing division, unless the visitor or independent contractor, other than therapeutic professionals as defined in §103, will be accompanied at all times while at the center when children are present, by an adult staff member who is not being counted in child-to-staff ratios. The center shall have documentation of said determination of eligibility, or documentation of the accompanying staff member, available at all times for inspection upon request by the Licensing Division.

Finding:

1807.C. Based on record review/interview(s) on 5/15/19, a CCCBC-based determination of eligibility for child care purposes from the department was not obtained for O3 (Early Steps Personnel), prior to the person being present at the center or performing services as LS observed O3 was present at the center during the months of October 2018 - February 2019 and S1 was unable to locate O3's CCCBC eligibility during the licensing visit. S1 also did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied O3 at all times while on the center premises as well as the signature of the staff member that accompanied O3 as S1 failed to document this information for LS to review.