

Statement of Deficiencies

1513-A.1-2: Schedules

Not Met

1513-A.1-2: An early learning center shall establish in writing and post the following schedules:

1. Schedule of days and hours of operation, including scheduled days and holidays when center is closed; and
2. Daily schedule that includes times of planned activities, including early learning activities, allowing for flexibility and change.

Finding:

1513-A.1-2 Based on interviews: Center failed to follow their daily schedule as breakfast is listed from 8:00am-8:50am but served breakfast at 7:30am. -Center failed to follow their scheduled list of days the center was closed as S4 stated the center was closed on 7/4/16-7/6/16 but only listed 7/4/16 as a day of closure for the center.

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: A daily attendance record for children shall be maintained that shall: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; accurately reflect children on the center premises at any given time; and be used to sign in and out if a child leaves and returns to the center during the day.

Specialist observed that the daily attendance records for June 30, 2016 had the times children were not signed out or the time they left the center (3) three times. July 1, 2016 the center failed to have the time of departure for 4 children and the signature of whom children left with for 4 children.

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 record review:A daily attendance record for all staff members and owners shall be maintained to include the first and last name of the staff member or owner and arrival and departure times. On 7/7/16 upon Specialists arriving to the building, Specialist observed that S4 was in her car (after just pulling up into parking lot at same time as Specialists) and no other cars in the parking lot. Once Specialist went to the playground where S4 entered the facility and another Specialist went to the front door where S4 stated she would let them in. Specialist requested the sign in sheet for staff and observed that the center had (3) three staff signed into the building. Specialist only observed S2 with the children and S4 arriving at 8:40, at the same time as Specialists. S4 stated that S5 left once she arrived to the center at approximately 8:40 am. Specialist did not observed S5 leaving the building or the parking lot.

1507-F: Daily Attendance Records maintained

Not Met

1507-F: Daily attendance records shall be maintained for three years.

Finding:

1507-F Based on record review/interview: Staff Daily attendance records were not maintained on the property upon request. Specialist asked for Staff attendance for the first week of July 2016 and S4 stated that she had them at home and were not on site for review.

1509-A.9: Electronic Devices Policy

Not Met

1509-A.9: Electronic Devices Policy that provides that all activities involving electronic devices, including but not limited to television, movies, games, videos, computers and hand held electronic devices, shall adhere to the following limitations:

- a. Electronic device activities for children under age two are prohibited; and
- b. Time allowed for electronic device activities for children ages 2 and above shall not exceed 2 hours per day.

Finding:

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1509-A.9 Based on observations: Provider listed the centers policy as not allowing electronic devices on premises. Specialist observed a child playing on a electronic tablet while in the classroom.

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 Based on observations: Provider failed to have two staff present with more than one child present as upon arrival to center at approximately 8:40am, Specialist observed S2 caring for 3 children alone. S4 arrived at the center at approximately 8:40am at the same time as Specialists.

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 Based on Observations: Supervision was not met at all times in the center as Specialists observed two children walking from the playground into the building alone, unsupervised. One child walked into the office to meet S4 and another child walked into a classroom and was alone until S4 brought both children back out to the play yard where S2 was.

1725-A.-D.: Medication Management Training

Not Met

1725-A.-D.: A. All staff members who administer medication shall have medication administration training.

- B. Whether administering medication or not, each early learning center shall have at least two staff members trained in medication administration.
- C. Such training shall be completed every two years with an approved Child Care Health Consultant.
- D. A licensed practical nurse (LPN) or registered nurse (RN) with a valid nursing license shall be considered to have medication administration training.

Finding:

1725-A.-D. Based on record review/Interview:

The provider did not have at least two staff members trained in medication administration whether the early learning center administers medication or not. Director stated that they had the class scheduled but the trainer canceled it. At this time, the class has not been rescheduled.

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1919-A&B: Food Service and Nutrition - Menu

Not Met

1919-A&B: All meals and snacks provided by the center, and their preparation, service and storage, shall meet the requirements for meals of the U.S. Department of Agriculture (USDA) Child and Adult Care Food Program (CACFP) and 7 C.F.R. 226.20 and the Louisiana Sanitary Code, Title 51, Part XXIII, found at LAC 51:XXXIII. For the current CACFP meal patterns, contact the Louisiana Department of Education, Division of Nutrition Support.

The weekly menu shall:

1. be planned for each day of the week and list the specific food items served;
2. be prominently posted by the first day of each week and remain posted throughout the week; and
3. have substitutions or additions posted on or near the menu.

Finding:

1919-A&B Based on Observations: The center failed to have a current menu for the week posted in the center for parents to review.

1919-D: Meals Served

Not Met

1919-D: A minimum of a breakfast or morning snack, lunch, and afternoon snack shall be served to children, and meals and snacks shall be served not more than three hours apart.

Finding:

1919-D Based on observations: Meals and snacks shall be served not more than three hour apart. Specialist observed in 2 of the classrooms, the schedule posted has breakfast starting at 8:00am and lunch starting at 11:30am, which goes to 3.5 hours instead of 3 hours.

1921-C: Evacuation Pack

Not Met

1921-C: Evacuation Pack. The center shall have an evacuation pack, the location of which is known to all staff, that at a minimum shall contain:

1. a list of area emergency phone numbers;
2. a list of emergency contact information and emergency medical authorization for all enrolled children;
3. an emergency pick up form;
4. first aid supplies, hand sanitizer, wet wipes, and tissue;
5. diapers for children who are not toilet trained and plastic bags for diapers;
6. a battery powered flashlight and radio and batteries;
7. food for children under the age of 4, including infant food and formula; and
8. disposable cups and bottled water.

Finding:

1921-C Based on observations: Based on observations, the provider failed to have a completed evacuation pack. The provider failed to have the following: a list of area emergency phone numbers, a list of emergency contact information and emergency medical authorization for all enrolled children, an emergency pick up form, first aid supplies, wet wipes, a battery powered flashlight, food for children under the age of 4 (box of cookies were expired), including infant food (1 jar for 2 infants) and formula for infants. S4 stated that the items in the evacuation pack have not changed since the last visit.