

## Statement of Deficiencies

### 1501.A.: Operations

Not Met

1501.A.: A center shall operate within the licensed capacity, age range, hours of operation and other specific services designated on its license.

#### Finding:

1501.A. Based on observations/record review/interview: The Director did not notify the Licensing Division prior to making changes that had an effect on the license as the provider is providing transportation without prior approved by the Licensing Division. Specialist observed S4, staff, and C1, 9-year old, signed into the center on 9/3/2020, upon arrival but neither were in center. When asked where S4 and C1 were, staff stated that S4 transported C1 to school for orientation. When S4 arrived to the center at approximately 9:15am, S4 stated that she went to the grocery store and C1 went with her. The center does not have transportation listed on their license to be able to transport children.

Corrective Action Plan: S4 stated that the Director will add transportation onto license to be able to transport children. S4 is not sure when Director will do so.

### 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 observation/record review/interview: A review completed at 9:00am, showed the center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as 9 children were present and 12 children were signed in on the log. S3 stated that 2 foster children left with DCFS for a visit but center failed to sign them out and 1 child was signed into the center, but left with a staff to go to the grocery store.

Corrective Action Plan: S4 stated staff will be responsible to ensure documentation is accurate to include departure times for all 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 observations/record review: A review completed at 9:00am, showed 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 S4 was signed into the center but not present and S2 was present, but not signed in.

Corrective Action Plan: S4 stated that staff will ensure that they are signing in and out of center upon arrival and departure.

### 1515.A.3.: Releasing of Children

Not Met

1515.A.3.: Written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

- a. The parent may further authorize additional individuals via a text message, fax or email to the center in unplanned situations and follow it with a written authorization.
- b. A child shall never be released to anyone unless authorized in writing by the parent.
- c. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
- d. The center shall verify the identity of the authorized person prior to releasing the child.

#### Finding:

1515.A.3. Based on observations/record review/interview: On 9/3/2020, the Provider released C1 to a person not authorized by the parents. Specialist observed that C1 was signed into the center, but not present. When Specialist asked S3 where C1 was, a child yelled out that C1 left the center with S4, staff. S3 stated that the parent asked S4 to take C1 to her school orientation for her. When S4 arrived back at the center with C1, Specialist asked where she had taken C1, and S4 stated they went to the grocery store to pick up lunch items. Specialist reviewed C1's file, S4 is not listed as an authorized person C1 could leave center with.

## Statement of Deficiencies

Corrective Action Plan: S4 stated they will ensure children only leave with persons listed on Child Information form starting today, 9/3/2020.

### 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:

1211.A.B.: Based on observation/interview: The Provider failed to meet the required child to staff ratio for children of the following ages: 9 children age infant to 9-years old with 1 staff. The required ratio for children of this age is 5 children per 1 staff person. Specialist observed S3 sitting on the front porch for approximately 10 minutes from 8:45am-8:55am, and also observed S1 arrive to the center at 8:55am. Specialist entered the center at 9:00am, and observed 3 staff present: S1, S2 and S3. Specialist asked S1 who was watching the eight 2-9 year olds prior to her arrival and she stated S3 was. When Specialist questioned S3 as to whom was watching the 8 children when she was out on the porch, she stated that S2 was. Specialist spoke to S2 and she stated that she watched nine children, ages infant to 9-years old, from approximately 8:00am until 8:55am when S1 arrived.

Corrective Action Plan. S4 stated that they will ensure ratio is always met by making sure staff knows they need to stay inside and that there is enough staff present prior to staff leaving to run errands.

### 1903.C.: Free of Hazards

Not Met

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

#### Finding:

1903.C. Based on observations: During a walk through of play yard at 10:30am, Specialist observed the outdoor area was not free of hazards. Specialist observed outside on the back play yard: a paint tray with rollers and brushes with left over paint on the steps, a ladder propped against building, a loose rope and chain hanging on fence, and three plastic play houses that were broken where children could hurt themselves if played on. On the front play yard, Specialist observed two additional play houses that were broken, a hose hanging over the fence loose and unraveled, and 3 window screen parts/frames loose and on ground.

Corrective Action Plan: S4 stated that she will inform Director and they will begin cleaning and removing the broken toys and hazards today, 9/3/2020.

### 1903.E.5.: Outdoor - Enclosed

Not Met

1903.E.5.: Outdoor play space shall be enclosed with a permanent fence or other permanent barrier in a manner that protects children from traffic hazards, prevents children from leaving the premises without proper supervision, and prevents contact with animals or unauthorized persons.

#### Finding:

1903.E.5. Based on observations: During walk through of play yard at 10:30am, Specialist observed that outdoor play space lacked enclosure with a permanent fence or other permanent barrier in a manner that protects children from traffic hazards, prevents children from leaving the premises without proper supervision, and prevents contact with animals or unauthorized persons. Specialist observed the gate between the daycare and a neighboring house open where children could leave the play yard. Specialist observed a gate on the side of the center that would not close properly. A cord was used to try to keep the gate closed but Specialist could open the gate approximately 15 inches where a child could get out of play yard and to the street.

## **Statement of Deficiencies**

Specialist also observed at the back of the play yard an opening in the fence around a tree where children could get out into the open field behind it.

Corrective Action Plan: S4 stated she will close the gate and will let Director know. S4 stated that they will call to have someone come to fix either tomorrow, 9/4/2020 or the next day, 9/5/2020.

---

### **1911.K.: Hand Washing**

**Not Met**

1911.K.: Staff and children shall wash their hands using soap at least at the following times: upon arrival at the center, before preparing or serving meals, before giving medication, after playing in water used by more than one person, after toileting, after helping a child use a toilet or changing diapers, after wiping noses or cleaning wounds, after handling pets and other animals, after playing in sandboxes, before eating meals or snacks, upon coming in from outdoors, after cleaning or handling garbage and anytime hands become soiled with body fluids, such as urine, saliva, blood or nasal discharge.

#### **Finding:**

1911.K. Based on observations: Children did not wash their hands with soap and water upon arrival to the center. Licensing Specialist observed four children arrive to the center and did not wash their hands.

Corrective Action Plan: S4 stated that she will review with staff today, 9/3/2020, the policy for hand washing. S4 stated she will also make signs to remind staff.

---