

## **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 observations:

Provider did not have scheduled days and holidays when center is closed. CORRECTED

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### **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:

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 on 9/24/18: 22 staff were present but 20 were signed in.

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