Date - 10/13/2014 License # - 12920 Acton Code - 5

## Statement of Deficiencies

7305-I: Staff Attendance Not Met

7305-I: A daily attendance record for staff, including the director/owner, to include the time of arrival and departure shall be maintained. Staff shall document in/out when not on the child care premises. This record shall accurately reflect persons on the child care premises at any given time.

## Finding

7305-I Based on observations/Record Review: Specialist observed that S3 was present in the center upon arrival, however, S3 failed to sign into the staff attendance logs to reflex being in the center.