

## Statement of Deficiencies

### 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:

\*\* NEW \*\* 1507.B. Based on record review/observations:

The daily attendance of the center's staff and owner failed to accurately reflect persons on the child care premises at any given time as S6 and S7 were signed in on the staff attendance log and the staff time cards. S6 and S7 were not observed on premises upon specialist arrival at 2:45pm and for the duration of the licensing visit.

### 1707.C.: Administrative Duties

Not Met

1707.C.: More than 42 Children in Care. When the number of children present at an early learning center exceeds 42, the duties of the director or director designee shall consist only of performing administrative duties or there shall be an individual present whose job duties consist solely of administrative duties and of ensuring that staff members working with children do not leave their classrooms to handle administrative duties.

#### Finding:

\*\* NEW \*\* 1707.C. Based on observations: The Director's duties did not consist only of administrative functions when the number of children in care exceeded 42. Upon Specialist arrival at the center at 2:45pm, S6, the Director was not on premises. S1, the Director designee was on premises supervising a class of 16 children ages five to eight. After the census of the number children in the center was completed, Specialist observed that there were 43 children at the center and S1 was not able to perform administrative duties only. All staff on premises were needed to satisfy child to staff ratio.

### 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:

\*\* NEW \*\* 1711 A&B&D&G Based on observation:

- While completing the census of the children in the center, at 2:53pm, Specialist observed S5 walking in the hallway that leads out of the infant room. S5 then turned around and went into the infant room. Specialist walked into the infant room and observed eight infants with S4 and S5. S5 was needed in the infant room in order for ratio to be met as the required ratio for infants is five infants per 1 staff person.

- At 3:10pm, S1 and S2's classrooms combined and went out into the play yard. S2 stayed behind in the center and went to the kitchen to retrieve snacks and drinks for children. S1 was outside with 28 children, three to eight years of age. S2 walked out into the outdoor play area at 3:15pm satisfying ratio.

## Statement of Deficiencies

### 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 of this Section or when being provided services by therapeutic professionals, as defined in §103), 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:

\*\* NEW \*\* 1713 A & C Based on observation/interview: S4 and S5 assigned to the infant room failed to know the number of children in their assigned care. Upon Specialist entering the infant room at 2:54pm, S4 and S5 stated there were 7 infants in the room. After Specialist questioned the number of children in the classroom, S4 and S5 counted the children in their classroom and saw there were eight children in their care.

### 1713.E.&F.: Supervision Participation

Not Met

1713.E.&F.:

E: While supervising a group of children, staff shall devote their time to supervising the children, meeting the needs of the children, and participating with them in their activities.

F: Staff duties that include cooking, housekeeping or administrative functions shall not interfere with the supervision of children.

#### Finding:

\*\* NEW \*\* 1713 E Based on observation: While supervising a group of children, childcare staff did not devote their time to supervision of the children, meeting the needs of the children, and in participation with the children in their activities. At 3:06pm, Specialist observed S4 sitting in a rocking chair on her cellular phone with two infants in bouncers facing her. S4 put the phone in her lap while Specialist was in the room.