

Statement of Deficiencies

1707-A.1&2: Required Staffing - Director/ Director Designee

Not Met

1707-A.1&2: Each center shall have a qualified director or qualified director designee.

1. The director or director designee shall be an on-site, full-time staff person at the center during the day time hours of operation (prior to 9:00 p.m.).
2. The director or director designee shall be responsible for planning, managing, and controlling the center's daily activities, as well as responding to parental concerns and ensuring that minimum licensing requirements are met.

Finding:

1707 A. 1&2- Based on Record Review: The center's director is not an on-site full time employee of the licensed location and there was not an on-site full time qualified Director Designee given responsibility for for planning, managing, and controlling the center's daily activities, as well as responding to parental concerns and ensuring that minimum licensing requirements are met. On 10/22/18, Specialist reviewed staff daily attendance logs from the start of the school year, 8/16/18 to 9/30/18 for S7, center Director during that time. Records show that S7 was not in the center full time during that time. S5 was qualified as Director Designee on 10/1/18, correcting the issue.

1921-E: Tornado Drills

Not Met

1921-E: Tornado drills shall be conducted at least once per month in the months of March, April, May, and June at various times of the day necessary to include all children and shall be documented.

Finding:

1921-E Based on record review: The provider did not have documentation of tornado drills that were conducted at least once per month during the months of March, April, and June. On 10/22/18, Specialist reviewed Tornado Drills and observed the center did not complete drills in March 2018 or April 2018. Specialist also observed the drill conducted in June 2018 shows it was completed on 6/24/18, which is a Sunday and the center is closed on Sundays. The Head Start center is also closed in June and July but the center documented that drills were conducted during those months.