

## Statement of Deficiencies

### 1711-K: Non-vehicular Excursions - Minimum Child to Staff Ratio

Not Met

1711-K: Non-vehicular Excursions - Minimum Child to Staff Ratios

1. Minimum child to staff ratio, plus one additional adult, shall be met for all non-vehicular excursions.
2. An adult staff member from the center shall be present with each group of children.
3. At no time shall a child or group of children be left alone without an adult staff member present unless the child is supervised by the child's parent or designated representative authorized in writing by the parent on the non-vehicular excursions.

#### Finding:

1711-K Based on record review/interviews: Specialist interviewed S1, Director, and was advised that the Center participates in a Non-vehicular Excursion where the children exit the front of the building for a group activity. S1 could not provide any documentation for Specialist to review which would provide for requirements of minimum child to staff ratio, plus one additional adult and Specialist could not determine if the Center had an adult member present from the Center for each group of children. Per interview with S1, Director, Specialist was advised the only communication and permission provided to caregivers was a message on Remind app.

### 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:

1713-E&F: Based on observation: Specialist observed on 10/26/2018, S14 completing staff duties that include housekeeping while not devoting her time to supervising and meeting the needs of the children. Specialist observed during walk through at rest time, S12 mopping in classroom during children's rest time.

### 1715-A.2: Photo Identification

Not Met

- 1715-A.2: Personnel files for each staff member shall be maintained at the center and shall include the following:
2. copy of a state or federal government issued photo identification;

#### Finding:

1715-A.2 Based on record review: Specialist reviewed personnel files for each staff member on 10/26/2018 and observed that personnel file for S22 did not contain a copy of a state or federal government issued photo identification.

### 1807-B.: CCCBC-Based Determinations of Eligibility for Volunteers and Staff

Not Met

1807-B.: B. Volunteers and Staff. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each volunteer, staff member, or employee of any kind, and shall have documentation of said determination available at all times for inspection upon request by the Licensing Division.

#### Finding:

1807-B: Based on record review: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each staff member, prior to the person being present at the center or performing services. Specialist completed a review of records on 10/26/2018 and Provider did not have documentation of a CCCBC-based determination of eligibility available for S8, S17, S20 and S22 since effective date of 10/01/2018. S8, S17, S20 and S22 have all been working in the Center from 10/01/2018 to present day. S8, S17, S20 and S22 were all escorted off premises and Provider understands they cannot return until CCCBC-based determination of eligibility is obtained.

### 1807-C.: CCCBC-Based Determinations of Eligibility for Visitors and Contractors

Not Met

1807-C.: C. An early learning center shall obtain a CCCBC-based determination of eligibility for child care purposes from the department for each visitor or independent contractor of any kind, and shall have documentation of said determination available at all times for inspection upon request by the licensing division, unless the visitor or independent contractor, other than therapeutic professionals as defined in §103, will be accompanied at all times while at the center when children are present, by an adult staff member who is not being counted in child-to-staff ratios. The center shall have documentation of said determination of eligibility, or documentation of the accompanying staff member, available at all times for inspection upon request by the Licensing Division.

#### Finding:

1807-C: A CCCBC-based determination of eligibility for child care purposes from the department was not obtained for each independent contractor prior

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to the person being present at the center or performing services as evidence by a review of the Visitor's Daily Log records dated 10/01/2018 to present. Specialist observed O1 visited the Center on 10/2, 10/8, 10/10, 10/16, 10/17, 10/22 and 10/24. The Center did not have documentation of the paid, adult staff member not otherwise counted in child to staff ratios who accompanied O1 at all times while on the center premises. The Center had an expired right to review for O1 in Contractor file.

### 1907-B.1-4: Eating Practices

**Not Met**

1. Developmentally appropriate seating shall be used.
2. Chairs and tables of suitable size shall be available for each child.
3. Any time feeding tables are used, children's feet must be able to rest comfortably on a foot rest.
4. Feeding tables may also be used for occasional program activities that require a table surface for no longer than 30 minutes in one day in addition to mealtime minutes.

#### Finding:

1907-B.1-4 Based on observations: Specialist observed on 10/26/2018, in S15 class, seven 1 year old children sitting at the table during lunch time. Specialist observed the table being too high to where the children's feet could not rest comfortably on the floor. The table did not have appropriate foot rest attached and available for children's feet and as a result feet the children's feet were hanging from chairs above floor.

### 2109-A: Non-vehicular Excursions - Parental Authorization

**Not Met**

2109-A: Written parental authorization shall be obtained for all non-vehicular excursions. Authorization shall include the name of the child, type and location of the activity, date and signature of the parent, and shall be updated at least annually.

#### Finding:

2109-A Based on record review/interview: Specialist interviewed S1, Director, and was advised that the Center participates in a Non-vehicular Excursion where the children exit the front of the building for a group activity. S1 could not provide any documentation for Specialist to review which would provide for requirements of written parental authorization, including the name of the child, type and location of the activity, and the date and signature of the parent. Per interview with S1, Director, Specialist was advised the only communication and permission provided to caregivers was a message on Remind app.

### 2109-B: Non-vehicular Excursions - Records

**Not Met**

2109-B: Centers shall maintain records of all non-vehicular excursion activities to include the date, time, list of children, staff, and other adults, and type of activity.

#### Finding:

2109-B Based on record review/interview: Specialist interviewed S1, Director, and was advised that the Center participates in a Non-vehicular Excursion where the children exit the front of the building for a group activity. S1 could not provide any documentation for Specialist to review which would provide for requirements that the Center shall maintain records of all non-vehicular excursion activities including date, time, list of children, staff and other adults and type of activity. Per interview with S1, Director, Specialist was advised the only communication and permission provided to caregivers was a message on Remind app.