

## ***Statement of Deficiencies***

### **1507.A.: Daily Attendance Records - Children**

**Not Met**

1507.A.: A daily attendance record for children shall be maintained that shall:

1. include the child's first and last name, arrival and departure times, and first and last name of person or entity to whom the child is released;
2. accurately reflect children on the center premises at any given time; and
3. be used to sign in and out if a child leaves and returns to the center during the day.

#### **Finding:**

1507.A. Based on record review at approximately 9:45am, the center's daily attendance log for children did not include the first and last name of the child, the time of arrival and/or departure, or the first and last name of person or entity to whom any child was released on the following dates:

- 08/14/2020 to 11/09/2020

- 11/10/2020 - 43 of 43 children had no last name or arrival time

Corrective Action Plan: Effective 11/10/2020, S1 stated she will create an attendance log for each child to include the first and last name, date them daily and check with teachers each day by 9:30am to ensure all children have been signed in. S1 stated she will have staff document departure times with the first and last name of person to whom the child is released.

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