

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 observations/record review: Daily Attendance Records were not accurate as on 11/28/18, Specialist observed 119 children in the center but only 117 children were signed into the attendance logs. The Daily Attendance Records were corrected on site prior to Specialist departure.

On 11/26/18, the center's attendance log failed to be accurate when Specialist reviewed transportation logs and found that C1 was present on the bus that day, however, children daily attendance records do not indicate that C1 was in class.

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:

1507-B Based on observations/record review: Staff daily attendance records were not accurate at all times as on 11/28/18, S4 and S22 were present in the center but were not signed in on the staff daily attendance. Staff daily attendance records were corrected prior to staff departure.

1509-A.1: Child Abuse and Neglect Policy

Not Met

1509-A.1: Child Abuse and Neglect Policy

- a. As mandated reporters, all staff and owners shall report any suspected abuse or neglect of a child to the Louisiana Child Protection Statewide Hotline 1-855-4LA-KIDS (1-855-452-5437);
- b. An early learning center shall not delay the reporting of suspected abuse or neglect to the Child Protection Statewide Hotline in order to conduct an internal investigation to verify the abuse or neglect allegations; and
- c. An early learning center shall not require staff to report suspected abuse or neglect to the center or management prior to reporting it to the Child Protection Statewide Hotline.

Finding:

1509-A.1 Based on interviews: Although mandated reporters, staff delayed the report of suspected neglect of a child to the Child Protection Statewide Hotline in order to conduct an internal investigation to verify the neglect allegations. On 11/26/18, C1 was left unsupervised on the bus from 8:38am until 3:02pm. S29 stated that she arrived at the school with O3 at 4:00pm to begin investigating the incident. S29 stated that she reported to Child welfare the next day on 11/27/18 at 2:00pm.

Statement of Deficiencies

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:

1711-A-B-D-G Based on interview(s)/record review: Child to staff ratio was not met at all times as on 11/26/18, C1, age 3, was left alone on the bus from approximately 8:38am until 3:02pm. In order to meet child to staff ratio there should have been one staff on the bus with C1.

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), 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:

1713-A&B&C Based on Record Review/Interviews: C1 was not supervised at all times when he was left on the center's bus on 11/26/18 from approximately 8:38am until 3:02pm.

1719-A.-B.: Orientation Training

Not Met

1719-A.-B.: Within seven calendar days of date of hire, and prior to assuming sole responsibility for any children, each staff member shall receive orientation to the policies and practices of the center that at a minimum shall include:

1. child abuse identification and reporting;
2. emergency preparation;
3. licensing regulations; and
4. safe sleep practices,

Within 30 calendar days of date of hire, each staff member shall receive orientation to the additional policies and practices of the center that at a minimum shall include:

1. child development;
2. child guidance;
3. learning activities;
4. health and safety;
5. shaken baby prevention;

Finding:

1719-A.-B. Based on record review/interview: S20 failed to document that 28 of 28 staff, S1-S28, had received orientation training within seven days of hire before having sole responsibility for any children. S20 also did not have documentation of additional training within 30 days of hire for 28 of 28 staff, staff S1-S28.

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1719-C: Orientation Training - Transportation staff

Not Met

1719-C: All staff members responsible for transporting children shall receive additional orientation training in the following areas prior to assuming their transportation duties:

1. transportation regulations, including the modeling of how to properly conduct a vehicle passenger check and demonstration by staff to director on how to conduct a vehicle passenger check;
2. proper use of child safety restraints required by state Law;
3. proper loading, unloading, and tracking of children as required by state law;
4. location of first aid supplies; and
5. emergency procedures for the vehicle, including actions to be taken in the event of accidents or breakdowns.

Finding:

1719-C Based on record review: Staff members responsible for transporting children did not receive additional orientation training. S23, S24 and S25 did not have documentation of additional orientation training for transportation prior to transporting children.

1907-C.1: Sleeping Arrangements

Not Met

1907-C.1: Individual and appropriate sleeping arrangements shall be made available for each child age one and older.

Finding:

1907-C.1 Based on interview(s): C1 failed to have individual and appropriate sleeping arrangements on 11/26/18. C1 was left on the center's bus all day on 11/26/18, where C1 told staff and O1 that he slept on the bus.

1911-B.&C.: Children - Toileting Accident and Assistance

Not Met

1911-B.&C.: Children shall be changed and cleaned immediately following a toileting accident. Staff shall respond promptly to a request from a child for toileting assistance.

Finding:

1911-B&C Based on interviews: C1 was not cleaned at all following a toileting accident on 11/26/18, when C1 was left unattended on the bus all day resulting in him having a toileting accident on himself.

1919-D: Meals Served

Not Met

1919-D: A minimum of a breakfast or morning snack, lunch, and afternoon snack shall be served to children, and meals and snacks shall be served not more than three hours apart.

Finding:

1919-D Based on interviews/record review: A minimum of breakfast or morning snack, lunch and afternoon snack was not served to C1 on 11/26/18. C1 was left unattended on the center's bus on 11/26/18 from approximately 8:38am until 3:02pm. Specialist reviewed cafeteria records where it indicated that just the children present in the class received the meals and snacks.

1919-D.5: Drinking Water

Not Met

1919-D.5: Drinking water shall be readily available indoors and outdoors to children at all times. Water shall be given to infants only with written instructions from parents or a physician.

Finding:

1919-D.5 Based on interview(s): Drinking water was not available to C1 on 11/26/18, C1 was left unsupervised on the center's bus from 8:38am until 3:02pm.

2101-A.4: Transportation - Supervision

Not Met

2101-A.4: Children shall never be left unattended in a vehicle.

Finding:

2101-A.4 Based on record review/interview: C1 was left unattended on the center's bus on 11/26/18 from approximately 8:38am until 3:02pm.

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2101-A.16: Child Safety Alarm

Not Met

2101-A.16: Child Safety Alarm. In accordance with R.S. 32:295.3.1, a center may have a child safety alarm installed in any vehicle that has a seating capacity of six or more passengers in addition to the driver. This vehicle has to be owned or operated by the early learning center, its owner, operator, or employees and used to transport children to or from the early learning center. The child safety alarm is an ignition-based alarm system that voice prompts the driver to inspect the vehicle for children before exiting the vehicle and shall be installed by a person or business that is approved by the manufacturer of the child safety alarm. An owner or director of an early learning center who elects to have a child safety alarm installed in a vehicle owned or operated by the early learning center shall ensure that the child safety alarm is properly maintained and in good working order each time the vehicle is used for transporting children to or from an early learning center.

Finding:

2101-A.16 Based on interviews: The center's bus #37 has a Child Safety Alarm that was not used how the manufacturer intended. Based on interviews with S23, S24 and S25, on 11/26/18, the alarm was activated when the bus was turned off but staff pressed the button to turn off the alarm while all children were still seated on the bus. The alarm should be disarmed after all children exit the bus.

2103-F: Passenger Transportation Log

Not Met

2103-F: Passenger Log

1. A current passenger log for each trip shall be used to track children and staff during transportation.
2. The log shall be maintained on file at the center and a copy shall be provided to the driver or monitor.
3. The following shall be recorded in the passenger log:
 - a. date the transportation is provided;
 - b. name of the child;
 - c. name of driver and staff members;
 - d. pick up and drop off locations;
 - e. time child was placed on the vehicle;
 - f. time child was released and name of the person or entity to whom child was released; and
 - g. signature of staff person completing the log.

Finding:

2103-F Based on record review: The center's staff failed to fully complete the passenger log for 11/26/18. Review of the passenger log for 11/26/18 shows that C3 was signed onto the bus in the morning but did not indicate the time C3 got off the bus at school.

C4 was signed onto the bus in the afternoon of 11/26/18 but "A" (absent) was marked on the time off the bus and "N/A" in the space for who the child was released to .

2107.A.1-2: Visual Check of Vehicle

Not Met

2107.A.1-2: A visual passenger check of a vehicle is required to ensure that no child is left in the vehicle.

1. A staff person shall physically walk through the vehicle and inspect all seat surfaces, under all seats, and in all enclosed spaces and recesses in the interior of the vehicle.
2. The staff member shall record the time of the visual passenger check and sign the log, indicating that no child was left on the vehicle.

Finding:

2107.A.2 Based on interview(s)/record review: On 11/28/18, during the interviews of S23, S24, and S25, they stated visual passenger checks of the center's bus was conducted on 11/26/18. However S23, S24 and S25 failed to document the time and signatures of the conducted visual passenger check of the center's bus indicating that no child was left behind. C1 was left on the center's bus from approximately 8:28am until 3:02pm on 11/26/18.

Specialist requested a copy of the center's visual passenger check log and found there was no documentation of visual passenger checks of the center's bus from 9/4/18 until 11/28/18. S23, S24 and S25 stated they have not documented any visual passenger checks since the beginning of the school year.