Date - 12/08/2016 License # - 16219 Acton Code - 25

Statement of Deficiencies

1501-A: Operations Not Met

1501-A: A center shall operate within the licensed capacity, age range, hours of operation and other specific services designated on its license.

Finding:

1501-A Based on record review: The Director did not notify the Licensing Division prior to making changes that had an effect on the license as the provider previously operated from Tuesday to Thursday weekly and now they operate Tuesday through Thursday and on one Friday a month.

1513-A.1-2: Schedules Not Met

1513-A.1-2: An early learning center shall establish in <u>writing and post the following schedules:

- 1. Schedule of days and hours of operation, including scheduled days and holidays when center is closed; and
- 2. Daily schedule that includes times of planned activities, including early learning activities, allowing for flexibility and change.

Finding:

1513-A.1-2 Based on observations: Provider did have a Posted Daily schedule that includes times of planned activities, including early learning activities, allowing for flexibility and change but failed to follow the schedule as lunch was supposed to be served at 11:30am but was not served until 12:30pm.

1715-A.4: Criminal Background Check

Not Met

1715-A.4: Staff Members. Personnel files for each staff member shall be maintained at the center and shall include the following: documentation of a fingerprint based satisfactory criminal background check

Finding:

1715-A.4 Based on record review: Documentation of a satisfactory fingerprint based criminal background check (CBC) was not available for staff S1 prior to hire date of 8/31/16. Provider completed a CBC Waiver on 9/13/16. No Official check has been obtained by the provider.

1911-K: Hand Washing Not Met

1911-K: Staff and children shall wash their hands using soap at least at the following times: upon arrival at the center, before preparing or serving meals, before giving medication, after playing in water used by more than one person, after toileting, after helping a child use a toilet or changing diapers, after wiping noses or cleaning wounds, after handling pets and other animals, after playing in sandboxes, before eating meals or snacks, upon coming in from outdoors, after cleaning or handling garbage and anytime hands become soiled with body fluids, such as urine, saliva, blood or nasal discharge.

Finding:

1911-K Based on observations: Staff did not wash their hand with soap as needed. Licensing Special observed that staff did not was their hands prior to handling the children's food for lunch.