



LOUISIANA DEPARTMENT OF EDUCATION

2020 School CCAP Provider Desk Monitoring Form

Date: 06/11/2020 Name of School/District: MAPLEWOOD ELEMENTARY/CALCASIEU Address: 4401 MAPLEWOOD DR., SULPHUR

Principal/Superintendent: WAYNE FOSTER LDE Reviewer: Linda Williams

Verification Item	Documentation Needed	Explanation	For LDE Use Only		
			Yes	No	Comments
1. Emergency Preparedness	Updated signed Emergency Preparedness Checklist for CCAP School Provider Emergency Preparedness Plan for your School	Pursuant to BESE Bulletin 139 Section 313 a CCAP certified school provider must develop, practice and train on, and follow, a written emergency preparedness disaster plan that includes at a minimum: <ol style="list-style-type: none"> 1. procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, continuity of operations, accommodation of infants and toddlers (if applicable), children with disabilities, and children with chronic medical conditions; 2. procedures for staff and volunteer emergency preparedness training and practice drills; and 3. appropriate emergency phone numbers, such as fire and police, hospitals and Louisiana Poison Control, and the physical address and phone number for the facility in which care is provided posted in a prominent, easily visible location. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. BESE Approved / Brumfield vs. Dodd THIS IS FOR NON-PUBLIC SCHOOLS ONLY	Copy of verification of this approval	Pursuant to BESE Bulletin 139 Section 313, to be certified as a CCAP provider, a public school day care center must be BESE approved and, if in a BESE-approved nonpublic school day care center, must also be <i>Brumfield v. Dodd</i> -approved.	<input type="checkbox"/>	<input type="checkbox"/>	

3. Fire Marshal	Copy of current passed Fire Marshal inspection report		<input checked="" type="checkbox"/> <input type="checkbox"/>	
4. Sanitarian	Copy of current passed Health Sanitation inspection report		<input checked="" type="checkbox"/> <input type="checkbox"/>	
5. Health/Safety Assurances	Updated signed CCAP School Assurances with Health and Safety Requirements form School or District Handbook	Pursuant to BESE Bulletin 139 Section 313, a CCAP certified school provider must have in place procedures and training included in other applicable BESE Bulletins on the following safety and health topics: <ol style="list-style-type: none"> 1. prevention and control of infectious diseases (including immunization); 2. prevention of sudden infant death syndrome and use of safe sleeping practices, if applicable; 3. administration of medication, consistent with standards for parental consent; 4. prevention of and response to emergencies due to food and allergic reactions; 5. building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; 6. prevention of shaken baby syndrome and abusive head trauma, if applicable; 7. emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event; 8. handling and storage of hazardous materials and the appropriate disposal of bio contaminants; 9. precautions in transporting children (if applicable); 10. first aid and cardiopulmonary resuscitation (CPR). 11. recognition and mandatory reporting of child abuse and neglect. 	<input checked="" type="checkbox"/> <input type="checkbox"/>	