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**Inspection Report**

<b>Provider Name:</b> Eagle Power at Heritage Elementary	<b>Provider Information</b>	<b>CLR No:</b> L358868
<b>Provider Address:</b> 8300 Frankfort Road, Waddy, KY, 40076	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 100
<b>Owner(s):</b> Shelby County Public Schools		<b>Director(s):</b> Pilcher, Janetta Ray

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 305629
<b>Date Initiated:</b> 01/26/2021 2:33 PM	<b>Date Concluded:</b> 01/26/2021 5:22 PM	
	<b>No. of Children Present:</b> 6	

Inspection Report	
<b>Background Checks</b>	<b>In Compliance</b>
<b>Supervision</b>	<b>In Compliance</b>
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>340 - Staff Meeting</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b> <b>(1) A director shall:</b> <b>(i) Conduct, manage, and document in writing recurring staff meetings;</b>	
<b>Findings:</b>	
General: Based on interview and review of documentation, upon request documentation of conducted staff meetings was not presented for review. Interview with the staff member in-charge did not present verification that staff meetings were conducted and documented in writing at the time of the survey.	
<b>345 - Staff Evaluation</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b> <b>(1) A director shall:</b> <b>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b>	
<b>Findings:</b>	
General: Based on interview and review of documentation, upon request a current staff evaluation was not presented for review for the staff member with the hire date 10/5/2009. The document presented was dated 04/26/2019.	
<b>370 - Parental/Family Involvement Activity</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b> <b>(1) A director shall:</b> <b>(p) Coordinate at least one (1) annual activity involving parental or family participation;</b>	
<b>Findings:</b>	
General: Based on interview and review of documentation a parent/family involvement activity was not presented at the time of the survey. Interview with the staff in-charge did not present verification that an activity had been initiated at the time of the survey.	

Inspection Report

Employee Records

Not In Compliance

400 - CPR/First Aid Coverage

Not In Compliance

922 KAR 2:090. Section 11. Staff Requirements.

(3) For a child-care center licensed for infant, toddler, or preschool-age children, at least one (1) person on duty and present with the children shall be currently certified by a cabinet-approved training agency in the following skills:

- (a) Infant and child cardiopulmonary resuscitation; and
- (b) Infant and child first aid.

(4) For a child-care center licensed for school-age children, at least one (1) person on duty and present with the children shall be currently certified by a cabinet-approved training agency in the following skills:

- (a) Adult cardiopulmonary resuscitation; and
- (b) First aid.

Findings:

General: Upon request, documentation verifying at least one (1) staff member was certified in a cabinet-approved pediatric and adult cardiopulmonary resuscitation and first aid was on duty when the children are present was not presented for review.

410 - Training

Not In Compliance

922 KAR 2:090. Section 11. Staff Requirements.

(16) In accordance with KRS 199.896(15) and (16), a staff person with supervisory authority over a child shall complete the following:

- (a) Six (6) hours of cabinet-approved orientation within the first three (3) months of employment;
- (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training; and
- (c) Fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.

Findings:

General: Review of presented staff files revealed one (1) staff member with the hire date 10/19/2020 did not complete six (6) hours of cabinet-approved orientation training within ninety (90) days of employment. Interview with the staff member in-charge did not present verification that the orientation training was completed within ninety (90) days of hire. Review of the ECE TRIS report did not verify that the training hours had been completed.

Programming	In Compliance
Premises	In Compliance
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
Equipment	In Compliance
Transportation	Not Applicable
Food Service/Food Program	In Compliance
Food Service	In Compliance
Children's Records	In Compliance
Written Documentation	Not In Compliance

1155 - Policies and Procedures

Not In Compliance

922 KAR 2:090. Section 8. General.

(4) Program policies and procedures shall:

- (a) Be in writing; and
- (b) Include:
  1. Staff policies;
  2. Job descriptions;
  3. An organization chart;
  4. Chain of command; and
  5. Other procedures necessary to ensure implementation of:
    - a. KRS 199.898, Rights for children in child-care programs and their parents, custodians, or guardians - posting and distribution requirements;
    - b. 922 KAR 2:120, Child-care center health and safety standards;
    - c. 922 KAR 2:280, Background checks for child care staff members, reporting requirements, and appeals; and
    - d. This administrative regulation.

Findings:

General: Upon request documentation clarifying the job duties for substitutes and the site director was not presented for review. Further review of policies and procedures revealed there was not a chain of command and an organizational chart for review at the time of the survey.

Inspection Report

1165 - Staff Schedule

Not In Compliance

922 KAR 2:090. Section 9. Records.

- (1) A child-care center shall maintain:
- (d) A written schedule of staff working hours;

Findings:

General: Upon request, a current staff schedule was not presented for review at the time of the survey. The staff member in-charge revealed there was not a staff schedule in writing for review.

1170 - Professional Development

Not In Compliance

922 KAR 2:090. Section 9. Records.

- (1) A child-care center shall maintain:
- (f) A written annual plan for child-care staff professional development;

Findings:

General: Upon request, a current and written annual plan for the child care staff professional development was not presented for staff member with the hire date 10/5/2009. The document presented was dated 09/30/2019.

1175 - Earthquake/Tornado/Fire Drills

Not In Compliance

922 KAR 2:090. Section 9. Records.

- (1) A child-care center shall maintain:
- (h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;
- (i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

Findings:

General: Based on interview and review of documentation, review of emergency drills logs revealed there was no documentation that detailed the children that participated in the earthquake and tornado drills that were conducted for the first (1st) quarter of 2021. Interview with the staff member in-charge revealed she was not aware the children whom participated in the emergency drills had to be documented.

Posted Documentation

In Compliance

Animals

Not Applicable

Emergency Regulation

Not In Compliance

1260 - Emergency Regulation

Not In Compliance

922 KAR 2:410E. Emergency Regulation.

Due to the current declared public health emergency caused by the Novel Coronavirus Disease (COVID-19), licensed child care centers must operate under Centers for Disease Control and Prevention and public health guidelines, as mandated by 922 KAR 2:410E, to prevent the spread of COVID-19.

Findings:

General: The child care center failed to comply with the regulatory requirements specific to the pandemic as established in 922 KAR 2:410e Section 6. 3(c) prohibits the use of washable toys. Observation of the gym revealed there were two (2) purple cloth bean bag chairs that were made accessible for the children to use. Further observation of the gym revealed there was one (1) large plastic container full of dolls and doll clothes made accessible to the children. The child care center failed to comply with the regulatory requirements specific to the current pandemic as established in 922 KAR 2:410e under section 8.(4)Personal Protective Equipment (PPE) Requirement. Observation of the children ranging in age from six-years-old through nine-years-old in the cafeteria revealed two (2) children that were not wearing their mask properly. The masks were not covering their nose or mouth, the mask was worn under their chin. One (1)child was not wearing a mask and one (1) child did not have their mask fully covering their nose. Interview with the staff in-charge revealed not one of the aforementioned children have a medical issue or a note from a health care professional asking for the child not to participate in wearing a face covering.

Signature of Provider/Representative

Title

Date