



**Andy Beshear**  
GOVERNOR

**CABINET FOR HEALTH AND FAMILY SERVICES  
OFFICE OF INSPECTOR GENERAL**

**Melissa A. Moore, Director**  
**Division of Regulated Child Care**  
Northern Branch  
908 W. Broadway, 10-W  
Louisville, KY 40203  
Phone: (502) 595-5781 Fax: (502) 595-5773  
<https://chfs.ky.gov/agencies/os/oig>

**Eric Friedlander**  
SECRETARY

**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> Bardstown Head Start	<b>Provider Information</b>	<b>License No:</b> L350896
<b>Provider Address:</b> 219 East Muir Avenue, Bardstown, KY, 40004	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 100
<b>Owner(s):</b> Central Kentucky Community Action Council, Incorporated		<b>Director(s):</b> Smith, Pamela Anne

<b>Inspection Type:</b> Investigation	<b>Inspection Information</b>	<b>Inspection No:</b> 215485
<b>Visit Start Date:</b> 05/18/2016 1:00 PM	<b>Visit End Date:</b> 05/18/2016 3:30 PM	
	<b>No. of Children Present:</b> 67	

Inspection Report	
Supervision	
<b>5 - Children Supervised</b>	<b>Not In Compliance</b>
<p><b>922 KAR 2:120. Section 2. Child Care Services.</b></p> <p><b>(3)(a) Each center shall maintain a child-care program that assures each child will be:</b></p> <p><b>1. Provided with adequate supervision at all times by a qualified staff person who:</b></p> <p><b>a. Ensures the child is within scope of vision and range of voice; or</b></p> <p><b>b. For a school-age child, within scope of vision or range of voice;</b></p> <p><b>Findings:</b></p> <p>General: Based on Interview, and review of documentation, it was determined the child care center failed to comply with regulatory requirements regarding supervision. Interviews and review of documentation consistently revealed a three-year-old child was found alone, in a classroom, out of the scope of vision and range of voice of any supervising staff members, for approximately five (5) minutes; the aforementioned child's classmates and two (2) supervising staff members were on the playground and did not realized the child was left in the classroom until brought to their attention by administration.</p>	
Staffing Requirements	
<b>40 - Ratios and Group Size</b>	<b>In Compliance</b>

## Inspection Report

### 922 KAR 2:120. Section 2. Child Care Services.

(2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows:

Age of Children Ratio Maximum Group Size\*

**Infant**

1 staff for 5 children 10

**Toddler**

1 staff for 6 children 12

**Preschool-age 2 to 3 years**

1 staff for 10 children 20

**Preschool-age 3 to 4 years**

1 staff for 12 children 24

**Preschool-age 4 to 5 years**

1 staff for 14 children 28

**School-age 5 to 7 years**

1 staff for 15 children 30

**School-age 7 and older**

1 staff for 25 children

(for before and after school) 30

1 staff for 20 children

(full day of care) 30

\*Maximum Group Size shall be applicable only to Type I child-care centers.

### Employee Records

#### 300 - Background checks/left alone

Not In Compliance

### 922 KAR 2:090. Section 6. License Issuance.

(5) An individual described in subsection (4) of this section shall:

(a) Submit to background checks described in paragraph (b) of this subsection;

(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:

1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470;

2. Criminal records check required by KRS 199.896(19);

3. Criminal records check for any previous state of residence if the person resided outside the state of Kentucky in the last five (5) years; and

4. An address check of the Sex Offender Registry; and

(c) Not be left alone in the presence of a child until copies of the background checks in accordance with paragraph (b) of this subsection have been received by the licensee.

#### Findings:

General: Based on Interview, and review of documentation, it was determined the child care center failed to comply with regulatory requirements regarding employee records. Review of two (2) employee files revealed the center failed to provide documentation at time of survey to verify completed child abuse or neglect checks using the central registry in accordance with 922 KAR 1:470, as well as, criminal records checks required by KRS 199.896(19) for both employees hired 7/31/15 and 8/10/15. Interview with staff in charge revealed the background records are not kept on site.

Signature of  
Provider/Representative

Title

Date