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**Adam Mather**  
INSPECTOR GENERAL

**Inspection Report**

<b>Provider Name:</b> Saint Leo School	<b>Provider Information</b>	<b>CLR No:</b> L380506
<b>Provider Address:</b> 255 Hunterstown Road, Versailles, KY, 40383	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 99
<b>Owner(s):</b> Sts. Peter & Paul Regional Catholic School		<b>Director(s):</b> Jetton, Kara Lynn

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 319480
<b>Date Initiated:</b> 01/24/2022 10:09 AM	<b>Date Concluded:</b> 01/24/2022 1:02 PM	
	<b>No. of Children Present:</b> 63	

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>In Compliance</b>
<b>Employee Records</b>		<b>Not In Compliance</b>
<b>400 - Educational Requirements</b>		<b>Not In Compliance</b>

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

**(1) Child-care center staff:**

- (a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:
1. High school diploma;
  2. GED or qualifying documentation from a comparable educational entity; or
  3. Commonwealth Child Care Credential as described in 922 KAR 2:250;

**Findings:**

General: Based on review of documentation, a staff member hired 1/19/2022, did not have proof of educational qualifications in their personnel file.

**405 - TB Verification**

**Not In Compliance**

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

**(1) Child-care center staff:**

- (b) Shall provide, prior to employment and every two (2) years thereafter:
1. A statement from a health professional that the individual is free of active tuberculosis; or
  2. A copy of negative tuberculin results.

**Findings:**

General: Based on review of documentation, staff member hired 1/19/2022, did not have evidence of a negative tuberculin skin result, nor a physician's statement clearing this individual of active tuberculosis in their personnel file.

435 - 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 completed within the first three (3) months of employment in a child-care program;
  - (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment in a child care program, 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 completed between July 1 and the following June 30 of each subsequent year of employment in a child care program, including one and one-half (1 ½) hours of cabinet-approved pediatric abusive head trauma training completed once every five (5) years.
- (17) A staff person's compliance with training requirements of this section shall be verified through the cabinet-designated database maintained pursuant to 922 KAR 2:240.

**Findings:**

General: Based on review of documentation, staff member hired 8/26/2020, did not have evidence of completing 15 hours of cabinet-approved early care and education training. A review of ECE-TRIS supports this finding.

Programming

In Compliance

Premises

Not In Compliance

565 - Inaccessible Items

Not In Compliance

**922 KAR 2:120. Section 3. General Requirements.**

- (7) The following shall be inaccessible to a child in care:
- (a) Toxic cleaning supplies, poisons, and insecticides;
  - (b) Matches, cigarettes, lighters, and flammable liquids; and
  - (c) Personal belongings and medications of staff.

**Findings:**

General: Based on observation, disinfectant wipes were found stored in an unlocked drawer within the Four-to-Five-Year-Old classroom and on a cabinet within the Three-Year-Old classroom. The warning label on the wipes read, "Keep out of reach of children."

Hygienic Practices

Not In Compliance

700 - Child Personal Care/Handwashing

Not In Compliance

**922 KAR 2:120. Section 3. General Requirements.**

- (4) A child shall:
- (a) Be helped with personal care and cleanliness based upon his or her developmental skills;
  - (b) Except as established in paragraph (c) of this subsection, wash his or her hands with liquid soap and warm running water:
    - 1. a. Upon arrival at the center; or
    - b. Within thirty (30) minutes of arrival for school-age children;
    - 2. Before and after eating or handling food;
    - 3. After toileting or diaper change;
    - 4. After handling animals;
    - 5. After touching an item or an area of the body soiled with body fluids or wastes; and
    - 6. After outdoor or indoor play time; and
  - (c) Use hand sanitizer or hand-sanitizing wipes if liquid soap and warm running water are not available in accordance with paragraph (b) of this subsection. The child shall wash the child's hands as soon as practicable once liquid soap and warm running water are available.

**Findings:**

General: Based on observation, a child in the Pre-Kindergarten classroom was instructed by a staff member to blow his nose with a tissue. The child did so, but did not wash his hands afterwards.

First Aid/Medication

In Compliance

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

In Compliance

Kitchen Requirements

Not In Compliance

1030 - Food Service Permit

Not In Compliance

**922 KAR 2:120. Section 8. Kitchen Requirements.**

- (2) A child-care center required to have a food service permit shall be in compliance with 902 KAR 45:005 and this administrative regulation.

**Findings:**

General: Based on interview and review of documentation, the food service permit available had expired in December 2020. The last documented Health Department inspection was dated June 19, 2020. The staff person in charge believed that the inspection had occurred over the summer when the facility was not in operation, but documentation was not available.

Food Service

In Compliance

Meal Planning/Center Provides Meals

In Compliance

Meal Planning/Center Does Not Provide Meals

In Compliance

Inspection Report		
Children's Records		Not In Compliance
<b>1250 - Enrollment Information</b>		<b>Not In Compliance</b>
<p><b>922 KAR 2:090. Section 9. Records.</b></p> <p><b>(1) A child-care center shall maintain:</b></p> <p><b>(b) A written record for each child:</b></p> <ol style="list-style-type: none"> <li><b>1. Completed and signed by the child's parent;</b></li> <li><b>2. Retained on file on the first day the child attends the child-care center; and</b></li> <li><b>3. To contain:</b> <ol style="list-style-type: none"> <li><b>a. Identifying information about the child, which includes, at a minimum, the child's name, address, and date of birth;</b></li> <li><b>b. Contact information to enable a person in charge to contact the child's:</b> <ol style="list-style-type: none"> <li><b>(i) Parent at the parent's home or place of employment;</b></li> <li><b>(ii) Family physician; and</b></li> <li><b>(iii) Preferred hospital;</b></li> </ol> </li> <li><b>c. The name of each person who is designated in writing to pick-up the child;</b></li> <li><b>d. The child's general health status and medical history including, if applicable:</b> <ol style="list-style-type: none"> <li><b>(i) Allergies;</b></li> <li><b>(ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and</b></li> <li><b>(iii) Permission from the parent for third-party professional services in the child-care center;</b></li> </ol> </li> <li><b>e. The name and phone number of each person to be contacted in an emergency involving or impacting the child;</b></li> <li><b>f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;</b></li> </ol> </li> </ol> <p><b>Findings:</b></p> <p>General: Based on review of documentation, a child enrolled 8/8/2021, did not have a preferred hospital listed in their enrollment information.</p>		
Written Documentation		Not In Compliance
<b>1285 - Earthquake/Tornado/Fire Drills</b>		<b>Not In Compliance</b>
<p><b>922 KAR 2:090. Section 9. Records.</b></p> <p><b>(1) A child-care center shall maintain:</b></p> <p><b>(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;</b></p> <p><b>(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;</b></p> <p><b>Findings:</b></p> <p>General: Based on review of documentation, the earthquake and tornado drills were documented as occurring at the same time, these drills require different actions and therefore should be documented individually.</p>		
Posted Documentation		In Compliance
Animals		In Compliance

Signature of Provider/Representative

Title

Date