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**Inspection Report**

<b>Provider Name:</b> Sebree Alpha Academy	<b>Provider Information</b>	<b>CLR No:</b> L383458
<b>Provider Address:</b> 157 N. State St., Sebree, KY, 42455	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 17
<b>Owner(s):</b> Webster County Schools		<b>Director(s):</b> Baker, Pamela Diann

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 242825
<b>Date Initiated:</b> 12/05/2017 8:45 AM	<b>Date Concluded:</b> 12/05/2017 10:45 AM	
	<b>No. of Children Present:</b> 7	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance

**260 - Staff Evaluation** **Not In Compliance**

**922 KAR 2:110. Section 4. Director Requirements and Responsibilities.**  
**(1) Effective with the adoption of this administrative regulation, a director shall:**  
**(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;**

**Findings:**

General: Based on Review of Documentation and interview, a staff, hired on 03/14/16, had an annual written performance evaluation on file that was dated 09/16. A staff, hired on 08/18/15, had an annual written performance evaluation on file that was dated 09/26/16. A staff, hired on 08/14/15, did not have an annual written performance evaluation on file.

**Employee Records** **Not In Compliance**

**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 Review of Documentation and interview, a staff, hired on 05/30/00, did not have a criminal records check on file and surpassed the ninety (90) day probationary period.

Inspection Report

315 - Educational Requirements

Not In Compliance

922 KAR 2:110. Section 5. 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 and interview, a staff, hired on 09/29/17, did not have education verification on file.

Programming

In Compliance

Premises

Not In Compliance

460 - Inaccessible Items

Not In Compliance

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

(7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:

- (a) Toxic cleaning supplies, poisons, and insecticides;
- (b) Knives and sharp objects;
- (c) Matches, cigarettes, lighters, and flammable liquids;
- (d) Plastic bags;
- (e) Litter and rubbish;
- (f) Bar soap; and
- (g) Personal belongings and medications of staff.

Findings:

General: Based on Observation, a caregiver's coat hung low on the wall and a caregiver's keys were stored at the front edge of a three (3) foot high shelf in the early head start room. These items were accessible to children.

Hygienic Practices

In Compliance

First Aid/Medication

Not In Compliance

670 - Medication

Not In Compliance

922 KAR 2:120. Section 7. First Aid and Medicine.

(6) Medication, including refrigerated medication, shall be:

- (a) Stored in a separate and locked place, out of the reach of a child;
- (b) Kept in the original bottle; and
- (c) Properly labeled.

(7) Medication shall not be given to a child if the expiration date on the bottle has passed.

Findings:

General: Based on Observation, a four-ounce tube of diaper rash ointment was stored unlocked on a shelf above the diapering station in the early head start room. A three-ounce tube of Benadryl itch gel was stored unlocked in a cabinet in the restroom.

Outdoor Play Area

In Compliance

Equipment

In Compliance

Transportation

In Compliance

Food Service

Not In Compliance

960 - Bottles

Not In Compliance

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

(9) Bottles shall be:

- (a) Individually labeled;
- (b) Promptly refrigerated;
- (c) Covered when not in use; and
- (d) Consumed within one (1) hour of being heated or removed from the refrigerator.

Findings:

General: Based on Observation, two (2) bottles were uncovered in the refrigerator in the early head start room.

Inspection Report

980 - Food Protected From Contamination

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

- (1) Food shall be:
  - (h) Protected against contamination from:
    1. Dust;
    2. Flies;
    3. Rodents and other vermin;
    4. Unclean utensils and work surfaces;
    5. Unnecessary handling;
    6. Coughs and sneezes;
    7. Cuts in skin;
    8. Communicable disease;
    9. Flooding;
    10. Drainage; and
    11. Overhead leakage.

Findings:

General: Based on Observation, three (3) plates of food sat uncovered for thirty (30) minutes in the kitchen.

1050 - Menu

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

- (16) A weekly menu shall be:
  - (a) Prepared;
  - (b) Dated;
  - (c) Posted in advance in a conspicuous place;
  - (d) Kept on file for thirty (30) days; and
  - (e) Amended in writing with any substitutions on the day the meal is served.

Findings:

General: Based on Review of Documentation, a weekly menu was not prepared, dated and posted in the early head start room.

Children's Records

In Compliance

Written Documentation

Not In Compliance

1105 - Professional Development

Not In Compliance

922 KAR 2:110. Section 3. Records.

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

Findings:

General: Based on Review of Documentation and interview, a staff hired on 03/14/16, had an annual professional development plan on file that was dated 09/16. A staff, hired on 08/18/15, had an annual professional development plan on file that was dated 09/26/16. A staff, hired on 08/14/15, had an annual professional development plan on file that was dated 09/02/14.

1115 - Earthquake/Tornado Drills

Not In Compliance

922 KAR 2:110. Section 3. 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;

Findings:

General: Based on Review of Documentation and interview, the names of children who participated in quarterly practiced earthquake drills and quarterly practiced tornado drills, were not documented for drills conducted in the first two (2) quarters of 2017.

1120 - Fire Drills

Not In Compliance

922 KAR 2:110. Section 3. Records.

- (1) A child-care center shall maintain:
  - (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 Review of Documentation and interview, the names of children who participated in monthly practiced fire drills, were not documented for drills conducted in December 2016 through July 2017.

Posted Documentation

In Compliance

Animals

In Compliance

Signature of Provider/Representative

Title

Date