



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

Provider Name: New Highland School Age Child Care	Provider Information	CLR No: L356534
Provider Address: 110 W. A. Jenkins Road, Elizabethtown, KY, 42701	Provider Type: LICENSED TYPE I	Capacity: 80
Owner(s): Hardin County Board of Education		Director(s): Wood, Amy Danielle

Inspection Type: Renewal Application	Inspection Information	Inspection No: 305570
Date Initiated: 12/08/2020 1:45 PM	Date Concluded: 12/08/2020 3:56 PM	
	No. of Children Present: 6	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	Not In Compliance
290 - Fire Marshal/Zoning Compliance	Not In Compliance
922 KAR 2:120. Section 4. Premises Requirements. (2) A child-care center shall be in compliance with the State Fire Marshal and the local zoning laws.	
Findings: General: Upon request, a current fire marshal report was not presented for review. The document presented was dated 09/25/2018.	
Director Requirements	Not In Compliance
345 - Staff Evaluation	Not In Compliance
922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) 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: Upon request, the staff in charge did not present verification of an annual staff evaluation for staff members with the following hire dates: 10/31/00, 03/20/2015, 10/24/2016, 08/30/2019, 09/16/2019 and 10/05/2015.	
Employee Records	In Compliance

Inspection Report	
Programming	Not In Compliance
420 - Program of Activities Followed	Not In Compliance
<p>922 KAR 2:120. Section 2. Child Care Services.</p> <p>(4) The child-care center shall provide a daily planned program:</p> <p>(a) Posted in writing in a conspicuous location with each age group and followed;</p> <p>(b) Of activities that are individualized and developmentally appropriate for each child served;</p> <p>(c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being; and</p> <p>(d) Unless the child-care center is a before- or after-school program that operates part day or less, that offers a variety of creative activities including:</p> <ol style="list-style-type: none"> 1. Art or music; 2. Math or numbers; 3. Dramatic play; 4. Stories and books; 5. Science or nature; 6. Block building or stacking; 7. Tactile or sensory activity; 8. Multi-cultural exposure; 9. Indoor or outdoor play in which a child makes use of both small and large muscles; 10. A balance of active and quiet play, including group and individual activity; 11. An opportunity for a child to: <ol style="list-style-type: none"> a. Have some free choice of activities; b. If desired, play apart from the group at times; 	
<p>Findings:</p> <p>General: Upon request, a current daily activity plan was not presented for review. The daily activity plan presented was dated 10/12-10/16.</p>	
Premises	Not In Compliance
580 - Floors, Walls, Ceilings	Not In Compliance
<p>922 KAR 2:120. Section 4. Premises Requirements.</p> <p>(9) Floors, walls, and ceilings shall be smooth, in good repair, and constructed to be easily cleaned.</p>	
<p>Findings:</p> <p>General: Observation of the black walls located in the men's restroom revealed there were two (2) walls that contained chipping black paint.</p>	
645 - Sink	Not In Compliance
<p>922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.</p> <p>(3) A sink shall be:</p> <p>(a) Located in or immediately adjacent to toilet rooms;</p> <p>(b) Equipped with hot and cold running water that allows for hand washing;</p> <p>(c) Equipped with hot water at a minimum temperature of ninety (90) degrees Fahrenheit and a maximum of 120 degrees Fahrenheit;</p> <p>(d) Equipped with liquid soap;</p> <p>(e) Equipped with hand-drying blower or single use disposable hand drying material;</p> <p>(f) Equipped with an easily cleanable waste receptacle; and</p> <p>(g) Immediately adjacent to a changing area used for infants and toddlers.</p>	
<p>Findings:</p> <p>General: Observation of one (1) sink located beside the white concrete wall in the men's restroom revealed there was no running cold water exiting from the faucet. Therefore, the sink was not in good working condition.</p>	
650 - Toilet	Not In Compliance
<p>922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.</p> <p>(4) Each toilet shall:</p> <p>(a) Be kept in clean condition;</p> <p>(b) Be kept in good repair;</p> <p>(c) Be in a lighted room; and</p> <p>(d) Have ventilation to outside air.</p>	
<p>Findings:</p> <p>General: Observation of the women's restroom located across from the cafeteria revealed there was one (1) toilet stall that was locked with a sign on the door stating, " Out of order". Therefore, the toilet was not in working condition.</p>	
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance

Inspection Report**Outdoor Play Area****Not In Compliance****755 - Protective Surface****Not In Compliance****922 KAR 2:120. Section 4. Premises Requirements.****(21) A protective surface shall:****(a) Be provided for outdoor play equipment used to:**

- 1. Climb;**
- 2. Swing; and**
- 3. Slide; and**

(b) Have a fall zone equal to the height of the equipment.**Findings:**

General: Observation of the small outside playground located in the rear of the school revealed a large climbing apparatus with two (2) brown slides that did not have sufficient protective surfacing to create an adequate fall zone for both slides; evidenced by visible ground. Observation of the large outside playground located in the rear of the child care center revealed the following: 1. A large red rock climbing wall that did not have sufficient protective surfacing under it. There was a mass of black landscaping material under the climbing structure that was visible; 2. A large swing set without sufficient protective surfacing under seven swings. There was a mass of black landscaping material that was visible under each swing; and 3. A large red and white climbing apparatus without sufficient protective surfacing under the white climbing bridge and under the red slide. There was black landscape material visible under the climbing bridge and the slide.

Equipment**In Compliance****Transportation****Not Applicable****Food Service/Food Program****In Compliance****Food Service****In Compliance****Children's Records****Not In Compliance****1140 - Enrollment Information****Not In Compliance****922 KAR 2:090. Section 9. Records.****(1) A child-care center shall maintain:****(b) A written record for each child:**

- 1. Completed and signed by the child's parent;**
- 2. Retained on file on the first day the child attends the child-care center; and**
- 3. To contain:**
 - a. Identifying information about the child, which includes, at a minimum, the child's name, address, and date of birth;**
 - b. Contact information to enable a person in charge to contact the child's:**
 - (i) Parent at the parent's home or place of employment;**
 - (ii) Family physician; and**
 - (iii) Preferred hospital;**
 - c. The name of each person who is designated in writing to pick-up the child;**
 - d. The child's general health status and medical history including, if applicable:**
 - (i) Allergies;**
 - (ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and**
 - (iii) Permission from the parent for third-party professional services in the child-care center;**
 - e. The name and phone number of each person to be contacted in an emergency involving or impacting the child;**
 - f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;**

Findings:

General: Review of ten (10) children's files revealed there were two (2) files that did not contain contact information the child's physician. Further review of ten (10) children's files revealed one (1) file did not contain an authorized person to pick up the child and there was not an authorized person listed as an emergency contact.

Written Documentation**Not In Compliance****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 written annual professional development plan for six (6) staff members was not presented for review.

Inspection Report		
Posted Documentation	Not In Compliance	
1200 - Posting Requirements	Not In Compliance	
<div>922 KAR 2:090. Section 8. General. (6) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection: (a) The provider's preliminary or regular license; (b) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year; (c) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year; (d) Information on the Kentucky Consumer Product Safety Program and the program's Website as specified in KRS 199.897; (e) A description of services provided by the child-care center, including: 1. Current rates for child care; and 2. Each service charged separately and in addition to the basic rate for child care; (f) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and (g) Daily planned program.</div>		
Findings: General: Review of presented posted documents revealed the child care center's rates of service was not posted for review.		
1215 - Daily Activities	Not In Compliance	
<div>922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) A director shall: (h) Post a schedule of daily activities, to include dates and times of activities to be conducted with the children in each classroom;</div>		
Findings: Upon request, a current daily schedule of activities was not posted for review.		
Animals	Not Applicable	
Emergency Regulation	In Compliance	