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**Inspection Report**

|  |                                       |                                     |
|--|---------------------------------------|-------------------------------------|
| <b>Provider Name:</b> Safe Harbor Learning Academy               | <b>Provider Information</b>           | <b>CLR No:</b> L383949              |
| <b>Provider Address:</b> 104 Mint Lane, Nicholasville, KY, 40356 | <b>Provider Type:</b> LICENSED TYPE I | <b>Capacity:</b> 86                 |
| <b>Owner(s):</b> Safe Harbor Learning Academy, LLC               |                                       | <b>Director(s):</b> Creque, Debra K |

|  |   |                              |
|--|---|------------------------------|
| <b>Inspection Type:</b> Investigation      | <b>Inspection Information</b>             | <b>Inspection No:</b> 305330 |
| <b>Date Initiated:</b> 11/04/2020 12:20 PM | <b>Date Concluded:</b> 11/04/2020 1:00 PM |                              |
|  | <b>No. of Children Present:</b> 15        |                              |

| Inspection Report                                  |                          |
|--|--------------------------|
| Supervision  | In Compliance            |
| Staffing Requirements                              | In Compliance            |
| Director Requirements                              | Not In Compliance        |
| <b>330 - Regulatory Compliance/Staff in Charge</b> | <b>Not In Compliance</b> |

**922 KAR 2:090. Section 10. Director Requirements and Responsibilities.**  
**(1) A director shall:**  
**(d) Ensure:**  
 1. Compliance with 922 KAR 2:120, 922 KAR 2:280, and this administrative regulation; and  
 2. The designation of one (1) adult staff person in charge to carry out the director's duties if the director is not present in the child-care center during operating hours. The director shall be responsible for the actions of the designee during the director's absence;

**Findings:**  
 General: Based on interview and record review, the surveyor asked to see staff files but the staff person in charge was unable to locate all necessary paperwork at the time of the visit.

| Written Documentation        |                          |
|------------------------------|--------------------------|
| <b>1165 - Staff Schedule</b> | <b>Not In Compliance</b> |

**922 KAR 2:090. Section 9. Records.**  
**(1) A child-care center shall maintain:**  
**(d) A written schedule of staff working hours;**

**Findings:**  
 General: Based on review of documentation, the staff schedule that was presented at the time of the visit was not current. Out of the six staff that were present only one staff was listed on the staff schedule.

Signature of Provider/Representative

Title

Date