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**Inspection Report**

<b>Provider Name:</b> Meadowthorpe Elementary Post Time Program	<b>Provider Information</b> <b>Provider Type:</b> LICENSED TYPE I	<b>CLR No:</b> L359147
<b>Provider Address:</b> 1710 N. Forbes Road, Lexington, KY, 40511		<b>Capacity:</b> 300
<b>Owner(s):</b> Fayette County Board Of Education		<b>Director(s):</b> Swinford, Susan Naylor

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 278198
<b>Date Initiated:</b> 03/06/2019 2:40 PM	<b>Date Concluded:</b> 03/06/2019 4:00 PM	
	<b>No. of Children Present:</b> 82	

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>Not In Compliance</b>
<b>345 - Staff Evaluation</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 10. Director Requirements and Responsibilities.</b> <b>(1) A director shall:</b> <b>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b>	
<b>Findings:</b>	
General: Based on observation and review of documentation, it was determined this regulatory requirement was not met. A staff member with a hire date of 08/16/2017, did not have a current evaluation in the file presented for review. Any type of documentation of a formal evaluation was missing from the file.	
<b>Employee Records</b>	<b>Not In Compliance</b>
<b>385 - Personnel File</b>	<b>Not In Compliance</b>
<b>922 KAR 2:090. Section 9. Records.</b> <b>(1) A child-care center shall maintain:</b> <b>(e) A current personnel file for each child-care center staff person to include:</b> 1. Name, address, date of birth, and date of employment; 2. Proof of educational qualifications; 3. Record of annual performance evaluation; 4. Documentation of compliance with tuberculosis screening in accordance with Section 11(1)(b) of this administrative regulation; and 5. The results of background checks conducted in accordance with 922 KAR 2:280;	
<b>Findings:</b>	
General: Based on review of documentation, it was determined this regulatory requirement was not met. A file presented for review for a staff member with a hire date of 08/16/2017, did not contain a copy of a written performance evaluation. The file did not contain any type of notation that an evaluation had been completed for the staff member.	
<b>Programming</b>	<b>In Compliance</b>
<b>Premises</b>	<b>In Compliance</b>
<b>Hygienic Practices</b>	<b>In Compliance</b>

**Inspection Report**

**First Aid/Medication**

**In Compliance**

**Outdoor Play Area**

**In Compliance**

**Equipment**

**In Compliance**

**Transportation**

**Not Applicable**

**Food Service/Food Program**

**In Compliance**

**Food Service**

**In Compliance**

**Children's Records**

**In Compliance**

**Written Documentation**

**In Compliance**

**Posted Documentation**

**In Compliance**

**Animals**

**Not Applicable**

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Signature of Provider/Representative

Title

Date