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|---|-----------------------------------|--|---|
| <b>PROVIDER/DIRECTOR</b>  | <b>FACILITY NAME</b>              | <b>FACILITY TYPE:</b> CCC  | <b>HOURS:</b><br>Mon: 07:30AM - 17:30PM<br>Tues: 07:30AM - 17:30PM<br>Wed: 07:30AM - 17:30PM<br>Thur: 07:30AM - 17:30PM<br>Fri: 07:30AM - 17:30PM |
| Cheryl Stoeger  | VALLEY CHRISTIAN SCHOOL           | <b>DATE</b> 03/10/2020   | <b>TIME</b> 09:30 AM  |
| <b>STREET ADDRESS</b>   | <b>CITY</b>                       | <b>TELEPHONE NUMBER</b>  | <b>CAPACITY</b>   |
| 2441 East E St.   | Torrington                        | 307-532-3133   | 33  |
| <b>ASST. DIRECTOR'S NAME /INFANT DIRECTOR</b>   | <b>NUMBER OF INFANTS ENROLLED</b> |  |   |
|   | 0                                 |  |   |
| <b>Reason for visit:</b> <input checked="" type="checkbox"/> Facility Inspection <input type="checkbox"/> Compliance Monitoring |                                   |  |   |
| <b>CODES:</b><br>C - Compliant V - Violation N - Needed TA - Technical Assistance NA - Not Applicable                           |                                   |  |   |
| <b>POSTING</b>  |                                   |  |   |
| C   | 1.                                | License visibly posted.  |   |
| C   | 2.                                | Zoning Approval: (once, annual, none, other)   |   |
| C   | 3.                                | Emergency numbers posted.  |   |
| C   | 4.                                | Evacuation floor plans and procedures posted by all exits.   |   |
| <b>MEDICATION AND FIRST AID</b>   |                                   |  |   |
| C   | 5.                                | All medications safely stored. Medications are administered according to licensing requirements. (diaper bags)   |   |
| C   | 6.                                | First Aid kit is complete and available. (Also includes travel kits.)  |   |
| <b>SUPERVISION/NAPPING</b>  |                                   |  |   |
| NA  | 7.                                | FCCH/FCCC: Awake infants and toddlers must be directly supervised by staff at all times.   |   |
| NA  | 8.                                | FCCH/FCCC: Children in Kindergarten or under 6 years old are directly supervised outside.  |   |
| NA  | 9.                                | FCCH/FCCC: Children 6 and over in adjacent fenced outdoor areas if direct access, staff can clearly hear what happens and is attentive, moving from one area to the other every couple of minutes.   |   |
| NA  | 10.                               | FCCH/FCCC: Napping Children: Not within sight, must be within easy hearing distance and be checked on every few minutes. Once awake all requirements are to be met.  |   |
| NA  | 11.                               | FCCH/FCCC: All children on the same level of staff at all times.   |   |
| C   | 12.                               | CCC: Children are directly supervised by staff in each approved area of the facility.  |   |
| C   | 13.                               | CCC: Napping children: At least one staff directly supervising napping children. Staff numbers maintained within facility to meet overall staff:child ratios.  |   |
| NA  | 14.                               | Infants are placed on a firm flat surface, on their back to sleep, without anything over their head or face, nothing placed in the crib, bassinet, or playpen, no swaddling without a written statement and instructions, a sleeper or sack available with instructions. Infants are actively supervised every 5 minutes to see the infant's face and observe color and breathing. |   |
| C   | 15.                               | Cots or pads are spaced at least 2 feet apart on all sides.  |   |
| NA  | 16.                               | Cribs are spaced 3 feet apart on all sides and are compliant with CPSC standards.  |   |
| C   | 17.                               | Storage/Separate bedding is available for rest time.   |   |
| C   | 18.                               | Bedding is washed once a week or more often as needed.   |   |
| <b>HEALTH AND SAFETY</b>  |                                   |  |   |
| NA  | 19.                               | Commercial Constant Air Inflatable Devices have parental permission slips on file.   |   |
| C   | 20.                               | Unapproved areas of the facility are inaccessible to children.   |   |

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| <b>C</b>  | 21. | Play areas, equipment, and toys shall be maintained in a clean, uncluttered, safe condition and free of hazards.  |
| <b>C</b>  | 22. | Toys shall be suitable for age and development.   |
| <b>C</b>  | 23. | Porches, steps, stairs and walkways are in good repair and safe condition and free of clutter.  |
| <b>C</b>  | 24. | Window wells are covered, but don't impede egress or allow for entrapment.  |
| <b>C</b>  | 25. | Potentially dangerous items shall be inaccessible.  |
| <b>C</b>  | 26. | Cords and ropes are inaccessible.   |
| <b>C</b>  | 27. | Stairs, decks, and elevated porches shall have sturdy railings and child safety gates.  |
| <b>C</b>  | 28. | Proper heating, ventilation, lighting.  |
| <b>C</b>  | 29. | Unused electrical outlets shall be covered with safety caps or are tamper resistant.  |
| <b>C</b>  | 30. | Receptacle(s) with tight fitting lids are available for garbage disposal.   |
| <b>C</b>  | 31. | Hot appliances shall be inaccessible.   |
| <b>C</b>  | 32. | Disinfectant/ test strips present and in use in food prep and dining area.  |
| <b>C</b>  | 33. | Heating appliances and electric fans shall be screened or not used.   |
| <b>NA</b> | 34. | Swimming and Wading Pools have parental permission slips. Check other Water Hazards.  |
| <b>NA</b> | 35. | Hot Tubs, Spas and Full Sized Trampolines.  |
| <b>NA</b> | 36. | Storage of weapons, ammunition, gunpowder, and archery equipment.   |
| <b>C</b>  | 37. | Tobacco, Drug, & Alcohol Policy.  |
| <b>C</b>  | 38. | Operable telephone or cell phone is available.  |
| <b>NA</b> | 39. | Awake infants and toddlers are not confined to cribs, playpens, car seats, swings, high chair, and carriers or in one position for excessive periods of time.   |
| <b>NA</b> | 40. | Infants shall be provided with a designated and safe play area.   |
| <b>NA</b> | 41. | Overnight Care requirements shall be met if overnight care is provided.   |
| <b>C</b>  | 42. | Floors, walls, and window coverings are kept clean.   |
| <b>C</b>  | 43. | Wet or soiled clothing, including disposable undergarments are changed promptly and clean clothing for emergency is available.  |
| <b>NA</b> | 44. | Diaper changing area is sanitary and within 12 feet of hand washing sink. Disinfectant is readably available.   |
| <b>C</b>  | 45. | Children and staff wash their hands as required.  |
| <b>C</b>  | 46. | Toys, phones, doorknobs, door casings, handles and railings must be cleaned and sanitized once a week or whenever visibly soiled. Food serving surfaces shall be sanitized before and after each use. |
| <b>C</b>  | 47. | Dirty laundry shall not be accessible to children.  |
| <b>C</b>  | 48. | A sturdy stool, soap, and single service hand towels are available to children at hand-washing sink.  |
| <b>C</b>  | 49. | Outdoor/Indoor play areas, equipment and surfacing are in safe condition.   |
| <b>C</b>  | 50. | Outdoor/Indoor play areas, space used at least one (1) time per day for at least 30 minutes.  |
| <b>C</b>  | 51. | Vehicle used to transport children shall be maintained in safe condition and comply with all applicable motor vehicle laws.   |
| <b>C</b>  | 52. | Media, including movies and internet sites that are rated higher than PG shall be inaccessible to children.   |

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| <b>C</b>              | 53. | Fire exits are clear and exit doors remain unlocked or have locks allowing all parties to safely exit.   |
| <b>RECORD KEEPING</b> |     |  |
| <b>C</b>              | 54. | Attendance records are maintained/verified by staff (sign in/sign out sheets available).   |
| <b>C</b>              | 55. | Current Fire Inspection Report. <b>Completed:</b> 07/09/2019 <b>Expires:</b> 07/09/2020  |
| <b>N</b>              | 56. | Current Sanitation Report. <b>Completed:</b> 02/06/2019 <b>Expires:</b> 02/06/2020   |
| <b>NA</b>             | 57. | Current Well-water Test Results.   |
| <b>C</b>              | 58. | Policy statements and Emergency Preparedness plan is on file and given to parents. If changes in policy, new copies are received.  |
| <b>C</b>              | 59. | Injury/Illness/Incidents are reported and kept on file.  |
| <b>C</b>              | 60. | Explain the role of your board of directors and has the chairperson changed.   |
| <b>NA</b>             | 61. | Infant documentation for diapering and feeding is made available to parents.   |
| <b>C</b>              | 62. | Menus are current and available for parental review.   |
| <b>NA</b>             | 63. | Name of food program provider belongs to:  |
| <b>C</b>              | 64. | Written record(s) of emergency preparedness drills are complete and available.   |
| <b>C</b>              | 65. | Confidentiality.   |
| <b>C</b>              | 66. | Children's names, pictures and any other information shall have parental permission for use.   |
| <b>C</b>              | 67. | All equipment and products used in child care facilities shall be used per manufacturer instructions. Manufacturer instructions/guidelines, including but not limited to Indoor/Outdoor equipment, Cribs, Sleepers/Sleep Sacks shall be on file. |

**Comments:**

Everything looks well organized. The children are very happy and conversational today. Technical Assistance compliance due by 3/24: The Licensor will send a Therapist Variance form to the facility. Fill out the Therapist's Variance request. and return it to the Licensor. Add Dr. and Dent. information to the preschool/pre-k records. Field trip authorizations need to be maintained on file for 3 years. Update Policies to include a Suspension/Expulsion policy. Karissa needs her CPR/FA updated before she subs. again. Update Karissa's WY C.R. prior to expiration. Also needed for renewal: Cheryl and Michelle need to complete their Health and Safety trainings for renewal. Sanitation inspection.

**69. Child Records Notes**

Child records need Dr. and Dentist name and phone number. Maintain Field trip authorizations for 3 years.

**70. Staff/Volunteer Record Notes**

Staff records are complete.

**71. Staff Child Ratios and Supervision**

Cubs Room 19 children, 4-5 years old with 2 staff Busy Bees Room 11 children 3-4 year old with 2 staff.

Licenser Signature:



Date: 03/10/2020

Director Signature:



Date: 03/10/2020