

Plan of Correction

SECTION A - IDENTIFYING INFORMATION

Facility Name: METROPOLITAN DAY SCHOOL	Type of Facility: Center ☒ OST ☐ Day ☒ Family ☐ University ☐ Night ☐ Group ☐
Physical Address: 2817 LOMB AVE. BIRMINGHAM, AL 35208	Mailing Address:
Telephone Number: (205) 957-6550	Licensee: METROPOLITAN DAY SCHOOL
Capacity: 38	Director: JAN MCSHAN
Age Range: 12 Months to 5 Years	Date Prepared: 7/21/2026

SECTION B - BASIS FOR PLAN OF CORRECTION

List each deficiency, the plan of action, and the target date for each item:

Deficiency Plan of Correction	Date to be completed
Failed - 0 up to 18 months 1 to 5, Inspection Form Plan of Action - All teachers will have complete files.	8/4/2026
Failed - 18 up to 2½ years 1 to 7, Inspection Form Plan of Action - I will make sure that all teachers have complete files	8/4/2026
Failed - By August 1, 2022, director/all teachers/substitutes/all service staff must be enrolled in the Alabama Pathway's Professional Development Registry, Inspection Form Plan of Action - I will begin today making sure that all staff in any capacity are enrolled in Alabama Pathways	8/4/2026
Failed - Medication locked, Classroom Checklist / Toddler 1 Plan of Action - In the future I will make sure that all medication is under lock and key at all times.	7/21/2026
Failed - Medical, Staff Checklist Plan of Action - I have already contacted Alissa and she is going to get her medical updated	8/4/2026
On 7/21/26, staff files were incomplete. , Ad Hoc Plan of Action - I will make sure that I address each teachers file and have them corrected	8/4/2026
Failed - Character and suitability review conducted on required person (every 5 years), Inspection Form Plan of Action - I will make sure that everyone on staff has an approved and updated Chatacter and Suitabilty report	8/4/2026