

Evaluation Form

1. Inspection Schedule Details

Inspection Type: Renewal inspection

Facility Name: SHILOH DECATUR
PRE-K

Inspector/Investigator:
LeaRae.Gaines@dhr.alabama.gov

Visit Type: Unannounced

Facility Address: 2415 OLD MOULTON RD
SW, DECATUR, AL 35602, Morgan

Visit Date: 04/04/2025

Inspection Status: Completed

2. Inspection Questionnaire

Facilities - Indoor area (II.C.4.)

S No.	Questions	Answer	Comments
1	Exclusive use of activity areas	Observed	
2	Child safe thermometer	Observed	
3	Outside doors kept closed	Certified/Discussed	
4	Smoking or use of tobacco prohibited on premises/center vehicles	Certified/Discussed	
5	Bio-contaminants stored outside shall be disposed of properly	Observed	
6	Designated space for each grouping of children	Observed	
7	Thermometer in each area used by children	Observed	
8	Outside windows that are open are screened	Observed	

9	Lighting adequate for activities	Observed	
10	Consumption of alcohol or use of non-prescription narcotic or illegal substances prohibited	Certified/Discussed	
11	Bio-contaminants shall be stored in a labeled container and disposed of properly	Observed	
12	One tub (portable plastic acceptable)	Observed	
13	Heating/air conditioning provided	Observed	
14	Lighting adequate at nap/rest time to allow children to be seen	Observed	
15	Exposed electrical outlets have protective covers	Observed	
16	Cleaning does not interfere with children's activities	Certified/Discussed	
17	Bathrooms located on same level/under same roof	Observed	
18	One handwashing sink for each 15 children	Observed	
19	Office space provided	Observed	
20	Temperature between 68-82 degrees	Observed	
21	Carpets vacuumed daily	Certified/Discussed	
22	Bodily fluids shall be cleaned up immediately, surfaces disinfected, and staff wash hands	Certified/Discussed	
23	One flush toilet for each 15 children	Observed	
24	Storage space for teacher's supplies	Observed	
25	DHR notified if telephone is out of order or if the number changes	Certified/Discussed	
26	Medications and drugs kept under lock and key or combination lock, separate	Observed	

	from harmful items		
27	Floors, bathrooms fixtures cleaned/disinfected	Observed	
28	Fixtures child size or adjusted for easy use	Observed	
29	One handwashing sink with warm running water soap paper towels in each room where children are diapered	Not applicable	
30	Containers labeled	Observed	
31	No firearms or ammunition kept or allowed in center except law enforcement	Certified/Discuss ed	
32	Contaminated materials shall be disposed of properly in the bio-contaminant receptable	Certified/Discuss ed	
33	Contaminated clothing items stored or washed properly	Certified/Discuss ed	
34	Space for ill or injured child	Observed	
35	Items used by ill child disinfected	Certified/Discuss ed	
36	Hazardous substances under lock and key or combination lock	Observed	
37	Stairways have hand-railings in child's reach	Not applicable	

38	Mops used for cleaning bodily fluids disinfected appropriately	Certified/Discussed	
39	Contaminated rugs and carpets cleaned and sanitized appropriately	Certified/Discussed	
40	Operational telephone for center business only	Observed	
41	Center free of apparent hazards	Observed	
42	Clear glass doors are marked at child level	Not applicable	
43	Barriers around heaters, radiators, fans	Not applicable	

Facilities - Outdoor area (II.C.5)

S No.	Questions	Answer	Comments
1	Outdoor area adjoins or is safely accessible	Observed	
2	*Wheeled vehicles to sit on and maneuver - 2	Observed	
3	*Balls-3	Observed	
4	*Crawl-through equipment	Observed	
5	*Toys for digging	Observed	
6	Area well-drained	Observed	
7	Stairs/steps have handrails in child's reach	Not applicable	
8	Separate areas for children younger than 2	Not applicable	
9	Outdoor play area enclosed by a fence or wall at least 4 feet in height	Observed	
10	Equipment not designed to be portable, securely anchored	Observed	
11	Shade and sun areas provided	Observed	
12	Outdoor play area free of apparent hazardous	Observed	

	conditions:		
13	*Wheel vehicles to pull or push - 2	Observed	
14	*Climbing apparatus	Observed	
15	Off-street loading/unloading provided	Observed	
16	Fence or wall free of sharp edges	Observed	
17	Gates secured	Observed	
18	Outdoor play area and equipment are free of apparent hazardous conditions	Observed	
19	*Digging or sand area	Observed	
20	Concrete/asphalt not used under equipment	Observed	

Facilities - Swimming and wading at the center (II.C.6)

S No.	Questions	Answer	Comments
1	Lifeguard Training Certificate, First Aid Certificate, CPR Certification on file	Not applicable	
2	One staff for each child younger than 2 years of age	Not applicable	

3	Wading structure emptied when not in use	Not applicable	
4	One staff for every 4 children ages 2 years up to 4 years of age	Not applicable	
5	Clean water provided each day	Not applicable	
6	One staff for every 6 children ages 4 years up to 6 years of age	Not applicable	
7	Ratios determined by youngest child in the pool	Not applicable	
8	At least one staff with CPR & first aid at each wading structure	Not applicable	
9	At least two staff at each wading structure within arms-length "touch supervision"	Not applicable	
10	Persons counted in ratios meet child care worker qualifications/in the pool at all times	Not applicable	
11	Pool enclosed with fence or solid wall at least 4 feet in height, constructed to prevent accessibility by children	Not applicable	
12	Swimming and wading at the center	No	
13	One staff for every 10 children ages 6 years and older	Not applicable	
14	Required ratios met as stated in the standards	Not applicable	
15	Lifeguard at poolside at all times pool is in use	Not applicable	
16	Lifeguard not counted in ratios	Not applicable	
17	Staff provided to supervise children in pool area, but not in the pool	Not applicable	
18	If any part of a child's body is in the water, the child is considered in the pool	Not applicable	

Away from center activities (II.C.7)

S No.	Questions	Answer	Comments
1	Note: The Department of Human Resources does not inspect activities away from the center, including swimming and wading activities. The licensee shall assume full authority and responsibility for away from the center activities.	Certified/Discussed	

Child Care Program (II.D)

S No.	Questions	Answer	Comments
1	Required ratios maintained at all times	Observed	
2	Director authorized to conduct center business	Observed	
3	Staff in each room during napping/resting	Observed	
4	0 up to 18 months 1 to 5	Not applicable	
5	Staff person in charge when director is absent, authorized to conduct center business	Observed	
6	Staff able to see all children	Observed	
7	24 months to 36 months 1 to 8	Not applicable	
8	4 years up to school age 1 to 18	Observed	
9	All children supervised at all times	Observed	
10	Substitute staff available	Certified/Discussed	
11	2 years up to 4 years 1 to 11	Not applicable	

12	Staff counted in ratio only when giving full attention to the children	Certified/Discussed	
13	Two staff with infant-child CPR and first aid present during all hours of operation	Observed	
14	18 up to 2 years 1 to 7	Not applicable	
15	School age up to 8 years 1 to 21	Not applicable	
16	Staff assigned responsibility for same infants/toddlers each day	Not applicable	
17	18 months up to 2 years 1 to 14	Not applicable	
18	8 years and older 1 to 22	Not applicable	
19	Children younger than 2 grouped separately	Not applicable	
20	Staff free from other duties while working with the children	Certified/Discussed	
21	0 up to 18 months 1 to 5	Not applicable	
22	2 and older 1 to 36	Not applicable	
23	Exception for group 24-36 months	Not applicable	
24	Exception for individual children's needs	Observed	
25	Second staff available when 7 or more children present/required ratios met	Certified/Discussed	
26	No staff on duty more than 8 continuous hours on a regular basis	Certified/Discussed	

Infant/Toddler Program (II.D.2.)

S No.	Questions	Answer	Comments
1	Cries/signs of distress investigated immediately	Not applicable	

2	60 Minutes of physical activity full day/ 30 minutes half-day	Not applicable	
3	Infants placed on back to sleep unless physician's statement indicates otherwise	Not applicable	
4	No positioning device used unless specified by physician	Not applicable	
5	Formula provided by parent, must be labeled, ready to feed, and refrigerated	Not applicable	
6	Foods that may cause choking prepared appropriately for the child	Not applicable	
7	Individual paper towels for each washing and drying	Not applicable	
8	Placed on tummy part of time while awake and observed	Not applicable	
9	Clean, dry diaper/clothing provided	Not applicable	
10	Diapering area separate from food service area	Not applicable	
11	Cots positioned to allow space for access or emergency exit	Not applicable	
12	If formula provided by center, ready to feed, properly stored and handled	Not applicable	
13	When able, infants allowed to sit in feeding chair	Not applicable	
14	Child not forced or bribed to eat	Not applicable	
15	Time outdoors daily when weather permits	Not applicable	
16	Staff talks to each child and encourages response	Not applicable	
17	Changing area cleaned and disinfected	Not applicable	
18	Individual, disposable wipes used at each diaper change, disposed of	Not applicable	

	properly		
19	For infants, clean bottom sheets daily or more often if needed, sheets fit snugly	Not applicable	
20	Meals and snacks comply with requirements	Not applicable	
21	Infants held for bottle feeding	Not applicable	
22	Child's hands washed before and after snacks, after diapering, toileting	Not applicable	
23	Each child's hands washed after diapering	Not applicable	
24	Staff use universal precautions when diapering	Not applicable	
25	For toddlers, clean bottom sheets and top coverings weekly, more often if needed	Not applicable	
26	Formula, food for infants if provided by center, planned with parent or physician	Not applicable	
27	Toddlers seated while eating	Not applicable	
28	Child encouraged to experiment with self-feeding, utensils provided	Not applicable	
29	Dishes, bottles unbreakable	Not applicable	

30	Encouraged to play with a variety of toys	Not applicable	
31	No child diapered on the floor	Not applicable	
32	Staff use clean disposable gloves for diapering each child/for each diaper change	Not applicable	
33	Soft material prohibited in infant's sleeping environment, no pillows, quilts, comforters, etc.	Not applicable	
34	No infant put to sleep on sofa, soft mattress	Not applicable	
35	Disposable utensils used only with close supervision	Not applicable	
36	Foods eaten from a dish	Not applicable	
37	Freedom of movement outside cribs daily	Not applicable	
38	Infants not seated for more than 15 minutes	Not applicable	
39	Two feet between occupied cribs	Not applicable	
40	Cribs/cots cleaned and disinfected and sheets and covers washed before used by another child	Not applicable	
41	Bottles/food served according to parental request (microwaves not used for bottles)	Not applicable	
42	Expressed human milk sent in container labeled with infant's full name/date, and specific written instructions on how to prepare, store, and use	Not applicable	
43	No screen time for children under 2 years of age	Not applicable	
44	Daily schedule posted that includes 60 minutes of physical activity (toddlers)	Not applicable	
45	Infants allowed to form own sleep patterns	Not applicable	
46	Infants who can easily turn placed on back but allowed	Not applicable	

	to adopt preferred position		
47	Staff recognize differing needs of toddlers/allowed to follow their own sleep patterns	Not applicable	
48	Infant formula for a breastfed infant should only be used with parental consent	Not applicable	
49	Small hard candies, nuts not served to children under 4 years old	Not applicable	
50	Staff's hands washed before food preparation and service, after assisting with toileting, after diapering	Not applicable	
51	Wet/soiled diapers/clothing changed promptly	Not applicable	
52	No child left unattended while being diapered	Not applicable	
53	Wet/soiled diapers placed in covered, plastic-lined container and disposed of daily	Not applicable	
54	Potty chairs emptied, rinsed, disinfected after each use	Not applicable	
55	Feeding schedule according to child's needs	Not applicable	
56	No bottles propped	Not applicable	
57	Drinking water without added sweeteners or	Not applicable	

	carbonation readily available throughout the day		
58	Food not used as a reward or punishment	Not applicable	

Preschool/School-age Program (II.D.3)

S No.	Questions	Answer	Comments
1	Variety of indoor/outdoor activities that includes 60 minutes of active physical activity full day/30 minutes half-day	Observed	
2	Cots cleaned and clean bottom sheets and top sheet/covers provided before used by another child	Certified/Discussed	
3	Cots positioned to allow space for access or emergency exit	Observed	
4	Staff able to see all children	Observed	
5	Unbreakable or single-use cups or glasses or a drinking fountain provided for water	Observed	
6	Food served on individual dishes or napkins, not directly on the table	Certified/Discussed	
7	Physical activity/outdoor time cannot be taken away as punishment	Certified/Discussed	
8	Center open to visits from parents at any time	Certified/Discussed	
9	Medication administered only with written authorization from parent and child's health professional	Certified/Discussed	
10	Medication in original container, labeled	Certified/Discussed	
11	Children and staff wash hands after handling animals	Certified/Discussed	
12	According to each child's needs, each child's hands washed	Observed	
13	Children in attendance	Observed	

	served breakfast or a.m.		
	snack, lunch, p.m. snack		
14	Small hard candies, nuts not served to children under four	Certified/Discussed	
15	Portions of food suited to child's needs; second portions available	Observed	
16	Parents notified of complaint procedures	Certified/Discussed	
17	Parents provided information on child development and children's health annually	Certified/Discussed	
18	Parents notified of exposure to contagious disease/condition	Certified/Discussed	

19	Center reports contagious disease/condition to health department as required	Certified/Discussed	
20	Does the center's staff give medication/medical procedures?	Yes	
21	No child required to watch TV or videos	Observed	
22	Screen time for 2 years old and older limited to 30 minutes for half day and 1 hour for full day	Certified/Discussed	
23	Fluid milk served, no powdered milk for drinking	Observed	
24	No child deprived of meal or snack	Certified/Discussed	
25	Catered meals and snacks meet requirements	Not applicable	
26	Discipline appropriate to age and developmental level of the children	Certified/Discussed	
27	No ill child admitted	Certified/Discussed	
28	If parent cannot be reached or illness/injury severe, emergency medical attention shall be obtained	Certified/Discussed	
29	Time and date medication is given is documented in writing, kept in child's file/copies available to parents upon request	Certified/Discussed	
30	Toilet articles labeled and stored separately	Certified/Discussed	
31	Staff permit/encourage conversation among children	Observed	
32	Radio, TV, videos used only to supplement/enhance daily plan	Observed	
33	Staff recognize differing needs of children	Observed	
34	Rest period at least 45 minutes, not more than 2	Observed	

	hours		
35	No child forced or bribed to eat	Certified/Discussed	
36	Children's hands washed before meals and snack and after toileting	Observed	
37	Disposable gloves used for diapering	Not applicable	
38	No verbal abuse	Certified/Discussed	
39	No physical restraint as punishment	Certified/Discussed	
40	Measuring device provided	Certified/Discussed	
41	Locked storage provided for medication	Observed	
42	Aggressive animals not kept in center or on grounds	Certified/Discussed	
43	Certificate of rabies vaccination on file for animals	Certified/Discussed	
44	Time outdoors daily when weather permits for 60 to 90 minutes	Observed	
45	If a child does not sleep after 45 minutes, quiet activities permitted	Certified/Discussed	

46	Staff use Universal Precautions when diapering or handling bodily fluids	Certified/Discussed	
47	Vending machines prohibited in areas used by children	Not applicable	
48	Staff hands washed before food preparation and service, and after assisting with toileting or contact with bodily fluids	Observed	
49	No discipline associated with food, naps, or bathroom procedures	Certified/Discussed	
50	Staff available for communication/conferences	Observed	
51	Children with food allergies should have a written plan with required components that is available and known by the child's teacher	Observed	
52	Medication administered by designated staff	Certified/Discussed	
53	Extra children's clothing available	Observed	
54	Staff give individual attention to each child daily	Observed	
55	Rest period for children in attendance more than 5 hours	Observed	
56	Meals and snacks comply with USDA guidelines	Observed	
57	Foods that may cause choking prepared appropriately for the child	Certified/Discussed	
58	Children not allowed in the kitchen	Certified/Discussed	
59	No punishment administered by another child	Certified/Discussed	
60	Parents provided with information on influenza annually	Observed	
61	Parents urged to notify	Certified/Discussed	

63	Animals that could pose a threat to health and safety kept away from children	Certified/Discussed	
64	Videos previewed by staff for appropriateness	Certified/Discussed	
65	Sexually explicit, violent, frightening materials prohibited	Certified/Discussed	
66	Special dietary needs in accordance with written instructions	Certified/Discussed	
67	Meals and snacks provided by the center	Certified/Discussed	
68	Individual paper towels for each washing and drying	Observed	
69	No Corporal/physical punishment	Certified/Discussed	
70	If a child becomes ill or is injured, he/she is separated from group, but continuously supervised	Certified/Discussed	
71	Parent of ill/injured child notified immediately and required to come for child	Certified/Discussed	
72	Used paper towels, wipes, tissues are disposed of immediately following use	Observed	
73	Toilet paper provided for use by children and staff	Observed	
74	Schedule posted that includes 60 minutes of active play	Observed	
75	Clean sheet/covers provided weekly, more often if needed	Certified/Discussed	
76	At least one staff present in each room	Observed	
77	Drinking water without added sweeteners or carbonation readily available throughout the day	Certified/Discussed	
78	Children seated while eating	Observed	

79	Discipline, behavior problems discussed with parent	Certified/Discussed	
80	Parents informed of their right to visit	Observed	
81	No blanket authorization forms for medication	Certified/Discussed	
82	Medication not used beyond date of expiration	Certified/Discussed	
83	Animals confined, cages kept clean, food and water available	Certified/Discussed	

Emergency Preparedness and Response Plan (II.D.3.G.11.H)

S No.	Questions	Answer	Comments
1	Fire	Observed	
2	Available to all staff and employees	Observed	
3	Current and complete emergency plans and procedures submitted to the Department	Observed	
4	Tornado	Observed	
5	Copies provided to all parents/guardians	Observed	
6	Lockdown	Observed	
7	Relocation	Observed	
8	Posted in a conspicuous place	Observed	

Transportation (II.E)

S No.	Questions	Answer	Comments
1	NOTE: The Department of Human Resources does not inspect activities away from the center, including	Not applicable	

	<p>swimming and wading</p> <p>activities. The licensee</p> <p>shall assume full authority</p>		
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7	Checklist kept on file for the current year plus two additional years	Not applicable	
8	Children of lawful school age and older, fewer than 15 transported with only the driver	Not applicable	
9	For 30 or more children of lawful school age, two staff in addition to driver	Not applicable	
10	Each child signed in and signed out with a written signature or bio-metric ID	Not applicable	
11	Photo ID required when releasing child to unfamiliar, designated person	Not applicable	
12	Staff-child ratio met for children younger than lawful school-age, driver not counted	Not applicable	
13	For 15 or more children of lawful school age, one staff in addition to driver	Not applicable	
14	Each child accompanied into and out of center	Not applicable	
15	Any child who arrives by walking or bus, signed in by staff	Not applicable	
16	Driver signs checklist, indicating he/she has checked each seat	Not applicable	
17	No child left in a vehicle without adult supervision	Not applicable	
18	Each child 6 and older, the driver, and each adult passenger secured in an individual seat belt, properly anchored to the vehicle	Not applicable	
19	Center responsible for picking up child at designated location and delivering child to designated person	Not applicable	
20	Staff visually supervise each child 2 and older from vehicle to care of	Not applicable	

	designated person		
21	Each child under 5 years or weighing less than 40 pounds secured in forward facing child restraint, installed according to manufacturer's instructions, maintained in good condition	Not applicable	
22	Transportation checklists used as required	Not applicable	
23	Doors locked when vehicle is moving	Not applicable	
24	Children not transported in front seat of vehicle with passenger side air bag	Not applicable	
25	Staff accompany each child under 2 from vehicle to care of designated person	Not applicable	
26	Driver checks each seat at each location to verify no child is left on the vehicle	Not applicable	
27	Each child under 6 years shall be properly secured in a booster seat which is properly anchored to the vehicle, installed according to manufacturer's instructions, maintained in good condition	Not applicable	
28	Vehicle safety check done annually, signed by certified mechanic, dated, and filed in center	Not applicable	

Staff (II.F.)

S No.	Questions	Answer	Comments
1	Records filed alphabetically	Observed	
2	Medical exam and TB test on file at time of employment	Observed	
3	Center director meets qualifications	Observed	
4	Child care workers/teachers/subs meet requirements for Health & Safety training	Observed	
5	Records on staff kept confidential	Certified/Discussed	
6	Records on staff maintained at least two years after person has left	Certified/Discussed	
7	Inactive files maintained separately	Certified/Discussed	
8	Staff with symptoms of contagious disease/condition not in center	Certified/Discussed	
9	Service staff not counted in ratio unless they meet qualifications of staff for whom substituting	Certified/Discussed	
10	Driver at least 19 years old with valid driver's license	Not applicable	
11	Substitute staff meet qualifications of staff for whom substituting	Certified/Discussed	
12	By August 1, 2022, director/all teachers/substitutes/all service staff must be enrolled in the Alabama Pathway's Professional Development Registry	Not applicable	
13	Aides/assistant teachers not counted in ratio	Certified/Discussed	

14	Records on file at time of employment	Observed	
15	Child care workers/teachers/subs meet qualification and have 12 hours of training within 30 days of employment	Observed	
16	By August 1, 2022, directors must complete orientation training on the department's Quality rating and Improvement System	Not applicable	

Character and Suitability (II.G.1)

S No.	Questions	Answer	Comments
1	Licensee informs DHR of any criminal convictions or current charges	Certified/Discussed	
2	Persons with determination of unsuitable character terminated	Certified/Discussed	
3	Character and suitability review conducted on required person (every 5 years)	Observed	

Administration (II.H)

S No.	Questions	Answer	Comments
1	Change in director of center	Certified/Discussed	
2	Alterations to center or grounds	Certified/Discussed	
3	Licensee and all staff, employees, volunteers cooperate with DHR on any child abuse or neglect investigation	Certified/Discussed	

4	Age range of children in care conforms to ages specified	Certified/Discussed	
5	Corrective/adverse action notices	Observed	
6	Most recent Health department inspection report and food permit or written permission for catering food	Observed	
7	Change in chief executive officer of corporation or members of the board	Certified/Discussed	
8	Major change or extension of hours of program	Certified/Discussed	
9	Total number of children in care, including children on the premises, children in transit, children on fieldtrips conforms to number specified	Certified/Discussed	
10	Requirements for drop-in care met	Certified/Discussed	
11	Most recent fire inspection report within 5 years	Observed	
12	Menu for meals and snacks/dated	Observed	
13	Licensee assumes full authority and responsibility for meeting and maintaining Standards	Certified/Discussed	
14	Changes in operating policies provided to parents and DHR	Certified/Discussed	
15	Change in address or telephone number	Certified/Discussed	
16	Major damage to facility	Certified/Discussed	
17	Any disastrous event	Certified/Discussed	
18	Individual records on each child on file on first day of attendance	Observed	
19	Sign in/sign out sheets	Observed	

20	Most recent deficiency report	Observed	
21	Medical assistance (ambulance or rescue)	Observed	
22	Any illness/injury of child or staff requiring professional medical treatment	Certified/Discussed	
23	Any death occurring in the center or during away from the center activities	Certified/Discussed	
24	Any incident in which the health, welfare, or safety of a child is at risk	Certified/Discussed	
25	Child abuse/neglect reported as required by law	Certified/Discussed	
26	Law enforcement	Observed	
27	Poison control center	Observed	
28	Licensee provides operating funds	Certified/Discussed	
29	Operating policies do not contradict Standards	Observed	
30	Change in ownership	Certified/Discussed	
31	Children's records and information about children and their families kept confidential	Certified/Discussed	
32	Children's records maintained 2 years after child has left the center	Certified/Discussed	
33	Most recent license, permit, or approval	Observed	
34	Most recent licensing evaluation	Observed	
35	Change in location	Certified/Discussed	
36	Any illness/injury of child or staff requiring emergency medical treatment	Certified/Discussed	
37	Final disposition of any child abuse/neglect investigation involving licensee, staff, employee, volunteer	Certified/Discussed	

38	Records filed alphabetically	Observed	
39	Public notice form	Observed	
40	Fire department	Observed	
41	Licensee designates director and delegates authority and responsibility for operation and management of center to director	Observed	
42	Copy of operating policies submitted to DHR	Observed	
43	Interruption of the center's electrical, telephone or gas service	Certified/Discussed	
44	Any litigation involving the center	Certified/Discussed	
45	Transportation checklists	Not applicable	
46	Vehicle safety check	Not applicable	
47	Substitute help	Observed	
48	Written operating policies established	Observed	
49	Copy of operating policies provided to parent at time of child's enrollment	Certified/Discussed	
50	Any traffic accident involving day care children using transportation provided by the center	Not applicable	
51	Any arrest of licensee, staff, employee, volunteer	Certified/Discussed	
52	Inactive files maintained separately	Certified/Discussed	
53	Daily attendance records on all staff and children	Observed	
54	Emergency Preparedness and Response Plan	Observed	
55	Name of director/staff in charge	Observed	

S No.	Questions	Answer	Comments
1	2 up to 4 years 1 to 18	Not applicable	
2	Required ratios for daytime maintained while children are awake	Not applicable	
3	Each child bathed separately	Not applicable	
4	Individual soap, towel and washcloth provided for each child	Not applicable	
5	Does the center provide care after midnight?	No	
6	In centers operating past midnight, there shall be at least one bathing facility for every 15 children	Not applicable	
7	All children supervised at all times	Not applicable	
8	At least one staff in each room of sleeping children	Not applicable	
9	Staff assist each child as needed, in dressing and grooming	Not applicable	
10	Evening meal served to children in attendance	Not applicable	
11	18 months up to 2 1 to 14	Not applicable	
12	4 years and older 1 to 25	Not applicable	
13	At least two staff, at least 18 years old meeting child care worker qualification, with CPR and first aid in center during hours of operation	Not applicable	
14	Clean water provided for each child	Not applicable	
15	Each child supervised while bathing	Not applicable	
16	Does the center provide care after 7:00 p.m.?	No	
17	All staff awake and alert to needs of children	Not applicable	
18	At least two staff in center whenever children are	Not applicable	

	present/required ratios met		
19	In centers operating past midnight, cribs or cots fitted with a waterproof mattress shall be provided for each child	Not applicable	
20	Staff able to see all the children at all times	Not applicable	
21	Breakfast served to children going directly to school	Not applicable	
22	Lighting maintained so children are visible while sleeping	Not applicable	
23	Nightly activity schedule posted	Not applicable	
24	0 up to 18 months 1 to 5	Not applicable	
25	Each staff assigned responsibility for same children nightly	Not applicable	
26	Outdoor time available during daylight hours	Not applicable	

3. Classroom Checklist

S No.	Questions	Answer	Comments
1	*Easel	Observed	
2	*Non-toxic playdough or clay	Observed	
3	*Large non-toxic crayons/watercolor markers	Observed	
4	*Large sheets of paper	Observed	
5	*Non-toxic finger/cold water paints-primary colors	Observed	
6	*Scissors (blunt tip) – 2 pair Per 5 children	Observed	
7	*Non-toxic glue or paste; tape	Observed	
8	*Paint brushes four and 1 inch in width	Observed	
9	*Large/medium building blocks-app. 15 non-interlocking	Observed	
10	*Small building blocks-app. 100 non-interlocking	Observed	
11	*Small cars, trucks, boats, etc. - 6	Observed	
12	*Age appropriate puzzles-8 (complete with all pieces)	Observed	
13	*Interlocking manipulative play sets, different types-6	Observed	
14	*Matching games-6 (no more than 2 electronic)	Observed	
15	*Puppets-2	Observed	
16	*Child-size stove/sink (or combo)	Observed	
17	*Small table and chairs/benches	Observed	
18	*Cooking utensils/dishes (unbreakable)	Observed	
19	*Doll bed or cradle	Observed	
20	*Dolls (complete with all parts)-2	Observed	

21	*Doll clothes and blankets	Observed	
22	*Dress-up clothes for boys and girls	Observed	
23	*Storage for dress-up clothes	Observed	
24	*Unbreakable mirror-full length	Observed	
25	*Toy telephones-2	Observed	
26	*Age Appropriate children's books-2 per child	Observed	
27	*A device that plays a variety of age appropriate music	Observed	
28	*Rhythm instruments – 1 per child in group	Observed	
29	*Magnifying glass	Observed	
30	*Magnets	Observed	
31	*Nature collections	Observed	
32	*Measuring and pouring equipment	Observed	
33	Table space and chair for each child	Observed	
34	Cots, sheets, covers for each child	Observed	
35	Indoor thermometer (child safe)	Observed	
36	Labeled storage space at child level	Observed	
37	Shelving for equipment and supplies/anchored	Observed	
38	Designated activity areas	Observed	
39	Electrical outlets covered	Observed	
40	Barriers around heaters, fans	Observed	
41	Hazardous substances locked	Observed	
42	Containers labeled	Observed	
43	Medication locked	Observed	

44	Screens on windows which are opened	Observed	
45	Lighting adequate	Observed	

4. Ad Hoc Deficiency

S No.	Deficiency
1	No deficiencies cited this visit.

Erica Toney
4-4-2025