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Inspection Report

Provider Name: Saint Leo School	Provider Information	CLR No: L380506
Provider Address: 255 Hunterstown Road, Versailles, KY, 40383	Provider Type: LICENSED TYPE I	Capacity: 99
Owner(s): Roman Catholic Diocese Of Lexington		Director(s): Jetton, Kara Lynn

Inspection Type: Renewal Application	Inspection Information	Inspection No: 217849
Date Initiated: 12/19/2016 9:45 AM	Date Concluded: 12/19/2016 11:40 AM	
	No. of Children Present: 25	

Inspection Report	
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	In Compliance
Employee Records	Not In Compliance
300 - Background checks/left alone	Not In Compliance
<p>922 KAR 2:090. Section 6. License Issuance.</p> <p>(5) An individual described in subsection (4) of this section shall:</p> <p>(a) Submit to background checks described in paragraph (b) of this subsection;</p> <p>(b) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:</p> <ol style="list-style-type: none"> 1. Child abuse or neglect check using the central registry in accordance with 922 KAR 1:470; 2. Criminal records check required by KRS 199.896(19); 3. Criminal records check for any previous state of residence if the person resided outside the state of Kentucky in the last five (5) years; and 4. An address check of the Sex Offender Registry; and <p>(c) Not be left alone in the presence of a child until copies of the background checks in accordance with paragraph (b) of this subsection have been received by the licensee.</p> <p>Findings:</p> <p>General: Based on Review of Documentation, a staff person with a hire date of 8/12/16 did not have evidence in their file that an application for an out of state check had been conducted. The staff person in charge stated that she thought the check had been done and was located at the main office, but did not have a copy in their file.</p>	
315 - Educational Requirements	Not In Compliance
<p>922 KAR 2:110. Section 5. Staff Requirements.</p> <p>(1) Child-care center staff:</p> <p>(a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:</p> <ol style="list-style-type: none"> 1. High school diploma; 2. GED or qualifying documentation from a comparable educational entity; or 3. Commonwealth Child Care Credential as described in 922 KAR 2:250; <p>Findings:</p> <p>General: Based on Review of Documentation, there were two (2) staff persons with hire dates of 8/12/16 and 8/17/16 who did not have proof of education in their personnel files.</p>	
Programming	In Compliance
Premises	In Compliance

Inspection Report

Hygienic Practices	In Compliance
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
Equipment	In Compliance
Transportation	Not Applicable
Food Service	In Compliance
Children's Records	In Compliance
Written Documentation	Not In Compliance

1105 - Professional Development **Not In Compliance**

922 KAR 2:110. Section 3. Records.

(1) A child-care center shall maintain:

(f) A written annual plan for child-care staff professional development;

Findings:

General: Based on Review of Documentation, there were two (2) staff who had not completed a professional development plan during their past year of employment.

Posted Documentation **In Compliance**

Animals **In Compliance**

Signature of Provider/Representative

Title

Date