**Andy Beshear**
GOVERNOR

**CABINET FOR HEALTH AND FAMILY SERVICES**
**OFFICE OF INSPECTOR GENERAL**

**Melissa A. Moore, Director**
**Division of Regulated Child Care**
Eastern Branch
455 Park Place, Suite 120A
Lexington, KY 40511
Phone: (859) 246-2301 Fax: (859) 246-2307
https://chfs.ky.gov/agencies/os/oig

**Eric Friedlander**
SECRETARY

**Adam Mather**
INSPECTOR GENERAL

# Inspection Report

**Provider Information**

**Provider Name:** Olive Hill Head Start
**Provider Type:** LICENSED TYPE I
**License No:** L352263
**Provider Address:** 21039 W. Us Hwy 60, Olive Hill, KY, 41164
**Capacity:** 80
**Owner(s):** Northeast Kentucky Community Action Agency, Inc.
**Director(s):** Hammond, Alyce Faye

**Inspection Information**

**Inspection Type:** Investigation
**Inspection No:** 203031
**Visit Start Date:** 10/21/2015 10:25 AM
**Visit End Date:** 10/21/2015 2:15 PM
**No. of Children Present:**

**Inspection Report**

**Supervision**

**5 - Children Supervised** — **Not In Compliance**

**922 KAR 2:120. Section 2. Child Care Services.**
**(3)(a) Each center shall maintain a child-care program that assures each child will be:**
**1. Provided with adequate supervision at all times by a qualified staff person who:**
**a. Ensures the child is within scope of vision and range of voice; or**
**b. For a school-age child, within scope of vision or range of voice;**

**Findings:**

General: Based on Observation, record review and interview, this regulatory requirement was not met. On 10/20/15 the executive director reported that while a bus was dropping off a group of children at the facility, a three (3) year old male child left the group he was walking with, walked upstairs to the upper level of the building where administrative offices are located, walked back downstairs to the landing area, exited the building via the same exterior door he entered and was found in the parking lot near the front entrance by another parent. The executive director reported that he watched video surveillance footage and determined that the child was unsupervised approximatley six (6) minutes. The executive director identified the child as a foster child that was attending his first day at the facility. On 10/21/15 a visit was made to the facility to conduct an investigation. The staff person that got the children off the bus on 10/20/15 identified the female preschool child that got off the bus in front of the three (3) year old foster child and stated, "I knew it was his first day, so I pointed to the little girl in front of him and told him to follow her because they were in the same classroom. I watched them until they reached the second set of double doors and then turned to assist the next group of children getting off the bus". This staff person (hire date: 12/1/14) stated that she was not aware that the child did not make it into the classroom until a floater staff person came into the children's bathroom area and asked if he got off the bus. The DRCC surveyor and the DCBS Worker watched video footage from the facility's surveillance system during the visit to observe the 10/20/15 incident. A review of the video footage revealed the following details: At 9:00:48AM the bus pulled up to the side of the building. At 9:01:51AM the child was observed getting off the bus; however, he did not enter the main hallway with the rest of the group. At 9:02:36AM the child was viewable on the security camera on the upper level of teh building. He was only viewable on this camera from 9:00:36AM - 9:02:46AM and then he turned to go back down the stairwell. At 9:04:48AM a reflection of light is visible on the main floor camera pointing toward the double set of doors that appears to be when the child exited the building and went outside. At 9:06:06AM the children was viewable on the security camera at the front entrance of the building. He was observed running across the front sidewalk toward the large parking lot on the opposite side of the building. At 9:06:18AM the child ran across the front sidewalk going the opposite direction and appeared to have been stopped by an adult female in the same area. At 9:07:23AM the adult female entered the front door of the facility carring the child. The adult female was identified as another parent. Therefore, the child was alone and unsupervised from approximately 9:01:51AM - 9:07:23AM. An interview with staff at the facility found that the lead teacher in the child's classroom started questioning other staff as to whether or not he was transported to the facility via school bus around the same time frame that the child was found in the front parking lot by another parent.

**Staffing Requirements**

**40 - Ratios and Group Size** — **In Compliance**

**922 KAR 2:120. Section 2. Child Care Services.**

**(2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows:**

| Age of Children | Ratio | Maximum Group Size* |
|---|---|---|
| Infant | | |
| | 1 staff for 5 children | 10 |
| Toddler | | |
| | 1 staff for 6 children | 12 |
| Preschool-age 2 to 3 years | | |
| | 1 staff for 10 children | 20 |
| Preschool-age 3 to 4 years | | |
| | 1 staff for 12 children | 24 |
| Preschool-age 4 to 5 years | | |
| | 1 staff for 14 children | 28 |
| School-age 5 to 7 years | | |
| | 1 staff for 15 children | 30 |
| School-age 7 and older | | |
| | 1 staff for 25 children | |
| (for before and after school) | | 30 |
| | 1 staff for 20 children | |
| (full day of care) | | 30 |

***Maximum Group Size shall be applicable only to Type I child-care centers.**

Signature of Provider/Representative

Title

Date