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INSPECTOR GENERAL

**Inspection Report**

|                                                                     |                                       |                                   |
|---------------------------------------------------------------------|---------------------------------------|-----------------------------------|
| <b>Provider Name:</b> The Learning Tree for Children, LLC           | <b>Provider Information</b>           | <b>License No:</b> L358759        |
| <b>Provider Address:</b> 258 Lexington Street, Lancaster, KY, 40444 | <b>Provider Type:</b> LICENSED TYPE I | <b>Capacity:</b> 100              |
| <b>Owner(s):</b> THE LEARNING TREE FOR CHILDREN, LLC                |                                       | <b>Director(s):</b> Baker, Amanda |

|                                              |                                           |                            |
|----------------------------------------------|-------------------------------------------|----------------------------|
| <b>Inspection Type:</b> Investigation        | <b>Inspection Information</b>             | <b>Inspection No:</b> 6783 |
| <b>Visit Start Date:</b> 02/06/2012 10:15 AM | <b>Visit End Date:</b> 02/10/2012 9:00 AM |                            |
|                                              | <b>No. of Children Present:</b>           |                            |

| Inspection Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| Supervision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                      |
| <b>167 - Children supervised/Protected</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                      |
| <b>922 KAR 2:120 - Section 2 (3)</b><br><b>(a) Each center shall maintain a child care program that assures each child will be:</b><br><b>1. Provided adequate supervision at all times; and</b><br><b>2. Protected from abuse or neglect.</b>                                                                                                                                                                                                                                                                                                                                                                          |                      |
| <b>1) Adequately supervised at all times</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>In Compliance</b> |
| <b>186 - Activity Areas/Equipment/Materials</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>In Compliance</b> |
| <b>922 KAR 2:120 - Section 3</b><br><b>(2) Activity areas, equipment, and materials shall be arranged so that the child's activity can be given adequate supervision by staff.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                      |                      |
| Staffing Requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                      |
| <b>135 - Adequate Adults/Qualified Staff</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                      |
| <b>922 KAR 2:110 - Section 5</b><br><b>(10) The minimum number of adult workers in a child-care center shall be sufficient to ensure that:</b><br><b>(a) Minimum staff-to-child ratios in accordance with 922 KAR 2:120 are followed;</b><br><b>(b) Each staff person under eighteen (18) years of age and each student trainee are under the direct supervision of a qualified staff person who meets the requirements of this section; and</b><br><b>(c) Unless providing care with a qualified staff person, a person under the age of eighteen (18) shall not be counted as staff for the staff-to-child ratio.</b> |                      |
| <b>1) Ratio Compliance</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>In Compliance</b> |
| <b>162 - Ratios and Group Size</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>In Compliance</b> |

## Inspection Report

### 922 KAR 2:120 - Section 2

(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

2 to 3 years 1 staff for 10 children 20

3 to 4 years 1 staff for 12 children 24

4 to 5 years 1 staff for 14 children 28

5 to 7 years 1 staff for 15 children 30

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 centers.

## Director Requirements

### 118 - Health, Safety, Comfort

In Compliance

#### 922 KAR 2:110 - Section 4 (1)

(1) Provide for the health, safety, and comfort of each child;

## Employee Records

### 17 - Submission of background checks timely/Left alone

#### 922 KAR 2:090 - Section 5

(2) A director, employee, volunteer, or any person with supervisory or disciplinary control over or having direct contact with a child shall submit to a background check; and

(a) May be employed or work with a child on a probationary basis for up to ninety (90) calendar days, pending completion of a:

1. Child abuse or neglect check described in 922 KAR 1:470; and

2. Criminal records check required by KRS 199.896(19); and

(b) Shall not be left alone in the presence of a child if each required background check has not been completed.

1) 90 day period

In Compliance

### 18 - Background check/Termination

#### 922 KAR 2:090 - Section 5

(3) Upon completion of a child abuse or neglect check or criminal records check, described in subsection (2)(a) of this section, a licensee shall discharge immediately a director, employee, volunteer, or any person:

(a) Whose name is listed on the central registry established by 922 KAR 1:470; or

(b) Who has been convicted of a crime defined by KRS 17.165(1) through (3).

1) Name on central registry

In Compliance

2) Conviction

In Compliance

### 125 - Educational Requirements

In Compliance

#### 922 KAR 2:110 - Section 5 Staff Requirements.

(1) Child-care center staff;

(a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:

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;

### 126 - T.B. Verification

In Compliance

#### 922 KAR 2:110 - Section 5 (1)

(b) Shall provide, prior to employment and every two years thereafter:

1. A statement from a health professional that the individual is free of active tuberculosis; or

2. A copy of the results of a negative tuberculin skin test.

### 139 - Training

#### 922 KAR 2:110 - Section 5

(14) A staff person with supervisory authority over a child shall complete the following:

(a) Six (6) hours of cabinet-approved orientation within the first three (3) months of employment;

(b) Nine (9) hours cabinet-approved child development training within the first year of employment; and

(c) Fifteen (15) hours of cabinet-approved training during each subsequent year of employment.

1) Orientation

In Compliance

## Inspection Report

### Premises - Classroom

#### 197 - Premises Requirements

##### 922 KAR 2:120 - Section 4 Premises Requirements.

###### (1) The premises shall be:

- (a) Suitable for the purpose intended;
- (b) Kept clean and in good repair; and
- (c) Equipped with a land-line telephone accessible to a room used by a child.

###### 1) Suitable

In Compliance

#### 233 - Infant/Toddler indoor space

##### 922 KAR 2:120 - Section 5 Infant and Toddler Play Requirements.

###### (1) Infant and toddler inside areas shall:

- (a) Be separate from an area used by an older child;
- (b) Not be an exit or entrance; and
- (c) Have adequate crawling space for an infant or toddler away from general traffic patterns of the center.

###### 1) Separate from older children

In Compliance

###### 2) Not Exit/ Entrance

In Compliance

###### 3) Adequate crawling space

In Compliance

###### 4) Traffic Pattern

In Compliance

### Children's Records

#### 96 - Enrollment Information

##### 922 KAR 2:110 - Section 3

The following records shall be maintained at the child-care center for 5 years:

###### (1) Sufficient records to:

- (a) Identify each child enrolled in the child-care center; and
- (b) Enable the person in charge to contact each child's:
  - 1. Parent at:
    - a. Home; or
    - b. Place of employment; and
  - 2. Family physician; and
- (c) Identify the name of each person designated in writing by the parent to pick up the child;

###### 1) Identification Information

In Compliance

###### 2) Parent Contact Information

In Compliance

###### 3) Physician Contact

In Compliance

###### 4) Designated Pick-up

In Compliance

#### 98 - Immunization Certificate

In Compliance

##### 922 KAR 2:110 - Section 3

The following records shall be maintained at the child-care center for five (5) years:

- (3) Except as provided in KRS 214.036, a current immunization certificate showing that the child is immunized pursuant to 902 KAR 2:060, placed on file within thirty (30) days of enrollment;

Signature of  
Provider/Representative

Title

Date