

CHILD CARE CENTER/GROUP INSPECTION FORM

INITIAL UNANNOUNCED FULL/PARTIAL FOLLOW UP LOCATION CHANGE OTHER

Program name: Honey Tree Preschool & Child Care of Wilton
 Address: 992 Danbury Road
 Wilton, Ct. 06897
 Operator: Kateja Corporation
 Email: Karla@honeytreepreschool.com
 Hours of Operation: M-F 7am-6pm
 Ages Served: 6 weeks - 12 years

License Number: 16851
 Expiration Date: 6.30.27
 Telephone: (203) 944-7575
 Director: Karla Gattop
 Head Teacher: Valencia Miller
 Summer Care: Yes
 Date of Inspection: 7/31/23
 Licensed Capacity: 78
 # of children present: 40
 Instruction Codes: N/A = Not applicable at this time
 ✓ = Compliance/No violation found O = Non-compliance/V

Endorsements: Under Three (6wks - 36m) Preschool (3y - 5y) School Age (5y & up) Night Care (6wks & 8

- Licensure Procedures 19a-79-2a**
 1. Local Health Date: 3.24.22
- Administration 19a-79-3a**
 2. New Staff-Employee Orientation
 3. Annual Staff Policy Training
 4. Documentation of Behavior M. Tech Discussed w/Parents
 5. Notification of Change
 6. Policies: Discipline/Supervision/Child Protection/General Operating Policies/Personnel Policies/Closing Time Policy
 7. Daily Attendance Records: Children/Staff

- Items Posted: Conspicuous/Accessible**
 8. License
 9. Current Fire Marshal Certificate Date: 9.22.22
 10. OEC Complaint Procedure
 11. Food Service Certificate Date: _____
 12. Menus
 13. Emergency Plans
 14. No Smoking Signs
 15. Radon Test (Y/N) Date: 11.8.10 Results: 0.5 pCi/l
 15a. Developmental Milestones

- Staffing 19a-79-4a**
 16. Staff Health Records/TB Tests
 17. Professional Development
 18. Disciplinary Actions
 18b. Background Checks
 19. Designated Head Teacher/60%
 20. Two Staff Present
 21. Ratio: 1 Staff to 10 Children
 22. Group Size: Maximum 20 Children
 23. Designated Director/Training
 24. CPR Certified Staff
 25. First Aid Trained Staff

- Consultants**
 26. Agreements/Contracts (Complete/Signed Annually)

	Contracts	Logs
Education	✓	✓
Health	✓	✓
Social Service	✓	✓
Dental	✓	✓
Dietitian	✓	✓

27. Logs/Visits Documented
 Swimming: (Y/N)
 28. Non-Swimmers Identified

- Swimming cont.**
 29. Staff/Child Ratios
 30. CPR Certified Staff (20 years of age)
 31. Lifeguard Certified/Supervision
- Record Keeping 19a-79-5a**
 32. Enrollment Information
 33. Emergency Medical Permission
 34. Authorized Released Permission
 35. Field Trip Permission
 36. Transportation Permission
 37. Child Health Records/Immunizations/
 38. Individual Care Plan (Signed by Paren
 39. Injury/Illness/Accident Reports

- Health and Safety 19a-79-6a**
 40. Nutritious Snacks/Meals (Required F
 41. Proper Refrigeration
 42. Kitchen Separated
 43. Hand Washing Before Eating/Food H
 44. First Aid Kit(s): Indoor/Outdoor/Field

- Physical Plant 19a-79-7a**
 45. License Premise: Clean/Good Repair/
 48. Sanitary Drinking Fountains/Disposal
 Water Supply: Public/Well
 49. Lead Water Test Date: 4.14.22
 Bacterial/Chemical Test (Y/N) Date: _____
 50. Walkways Maintained
 51. Designated Staff Toilet/Sink
 52. All Openings for Ventilation Screened
 53. Windows Protected to Prevent Falls
 54. Glass Protected to 36"
 55. Overhead Doors Locking Devices/Spr
 56. Exits/Hallways and Stairs Unobstructe
 57. Individual Storage of Clothing/Beddin
 58. Smoking Prohibited
 59. Matches/Lighters Inaccessible
 60. Electrical Safety: Outlets/Cords
 61. Toileting Needs Met
 62. Required Toilets/Sinks/Supplies
 63. Potty Chairs: Nonporous/Emptied/Dis
 64. Hand Washing After Toileting: Staff/C
 65. Ventilation in Toilet Room
 66. Air Temp 65°, Thermometer Affixed

Signature of OEC Representative: R. Roberts
 Written Corrective Action Plan Due to OEC by: 8.14.23
 Signature of Person in Charge: SE Gattop
 Print name: Terri R Roberts

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Program Name:

Honey Tree Preschool & Child Care of Wilton

License Number:

16851

Date of Inspection:

7/31/23

Physical Plant continued:

- 67. Water Temperature 60°-115°
- 68. Portable Space Heaters
- 69. Walls/Ceilings/Floors/Rugs: Clean/Good Repair
- 70. Rugs Secure
- 71. Hot Water/Steam Pipes Protected
- 72. Working Phone on Each Level
- 73. Emergency Numbers Posted
- 74. Adequate Lighting: 50/30 Candle Feet
- 75. Light Fixtures Shielded/Shatter Proof
- 76. Potentially Hazardous Substances Locked
- 77. Garbage/Rubbish Disposed Daily
- 78. Stairs Protected/Good Repair/Handrails
- 79. Pets: Maintained/Care Plan (Y/N)
- 80. Operable CO Detector on Each Level (Y/N)
- 81. Program Space/Adequate Sq. Ft. Per Child
- 82. Equipment: Good Repair/Safe/Non-toxic
- 83. Cots Stored/Maintained/Adequate Number
- 84. Developmentally Appropriate Equipment/Materials
- 85. Hot Tubs/Spas/Saunas: Locked/Inaccessible (Y/N)
- 86. No Weapons/No Facsimile of a Firearm on Premise

Outdoor Space

- 87. Outdoor Space Adequate Sq. Ft. Per Child
- 88. Impact Absorbing Material under Equipment
- 89. Playground Free from Hazards
- 90. Peeling Paint (Y/N) Sample Taken (Y/N)
- 92. Equipment Anchored/Safely Arranged
- 93. Outdoor Play Area Protected/Fenced
- 94. Drinking Water Available/Accessible

Educational Requirements 19a-79-8a

- 95. Written Plan for Daily Program Available to Parents/Staff
- 96. Activity Choices: Developmentally Appropriate/
Flexible/Meets Individual Needs
Program Includes: Indoor/Outdoor, Gross/Fine
Motor Skills, Snacks/Meals,
Rest/Sleep/Quiet Time,
Toileting and Clean Up

Administration of Medications 19a-79-9a

- 97. Written Policies/Procedures
- 98. Training Outline on file
- Nonprescription Topical Medications**
- 99. Administration/Parent Permission/MAR
- 100. Labeling/Storage
- Oral/Topical/Inhalant/Injectable Medications**
- 101. Med Trained Staff/Certificates
- 102. Authorized Prescriber/Parent Permission/MAR
- 103. Labeling/Storage
- 104. Unused/Expired Meds Returned/Disposed
- Self-Administration**
- 105. Authorized Prescriber/Parent Permission/MAR
- 106. Labeling/Storage
- 107. Approved Petition For Special Med Authorization

Under Three Endorsement 19a-79-10

- 109. Approved Endorsement
- 110. Ratio: 1 Staff to 4 Children
- 111. Group Size no Larger than 8
- 112. Physical Barriers/Groups of 8 (Indoors/Outdoors)
- 113. Adequate Sinks in Program Space
- 114. Free Standing/Well-Constructed/Safe Cribs
- 115. Washable Cots
- 116. Chairs for Feeding/Stable/Safety Straps/Locking Tray
- 117. Dev. Appropriate Tables/Chairs/Equipment
- 118. Refrigerators and Food Prep Facilities
- 119. Sturdy/Safety Rail/Nonporous/Exclusive Use
- 120. Washed/Disinfected
- 121. Disposable Paper Sheets
- 122. Covered Waste Receptacle
- 123. Diaper Changing Policy Posted
- 124. Hand Washing Policy Posted
- 125. Individual Storage of Personal Items
- 126. Cribs/Cots Washed/Disinfected
- 127. Under 12 Months Placed on Back for Sleeping
- 128. Alternate Sleep Position/Equip-Medical Document Y/N
- 129. Crib/Bed Used for Infant Sleeping
- 130. Crib/Bed Free from Observable Hazards
- 131. Infant Toys Separate/Washed/Disinfected Daily
- 132. No Toys/Objects Less than 1 1/4" Diameter
- 133. Plastic Bags/Balloons/Styrofoam Objects Inaccessible
- 134. Health Consultant/Documentation of Visits
- 135. Infants Held for Bottles/Individual Attn/Tummy Time
- 136. Written Statement/Feeding Schedule from Parent
- 137. Unused Portions of Liquids Discarded
- 138. Clean Bottles/Disp. Bottles/Approved Bottle Washing
- 139. Food Served from Dish or Whole Jar Served
- 140. Bottles Individually Identified w/Child's Name

Outdoor Play Space-Under Three:

- 141. Play Space Fenced
- 142. Outdoor Equipment: Dev. Appropriate

School Age Children Endorsement 19a-79-11

- 143. Approved Endorsement
- 144. Activity choices appropriate
- 145. Ratio: 1 Staff to 10 Children
- 146. Group Size: Max. 20 Children
- 147. Education Consultant Appropriate

Night Care Endorsement 19a-79-12 (10pm-5am)

- 148. Approved Endorsement
- 149. Written Program Plan/Supervision
- 150. Staff Awake/Available
- 151. Cot/Crib/Bedding/Toiletries/Sleep Apparel
- 152. Individual Storage of Personal Items
- 153. Bedding/Sleeping Apparel Laundered Weekly

Monitoring of Diabetes 19a-79-13 No one currently enrolled

- 154. Written Policies/Procedures
- 155. On Site Staff Trained in First Aid/Glucose Testing
- 156. Training Current/Documented
- 157. Supervision of Self Administration
- 158. Equipment/Supplies: Labeled/Inaccessible
- 159. Signed Agreement w/Parent Regarding Equipment
- 160. Materials Discarded Appropriately
- 161. Authorized Prescriber/Parent Permission
- 162. Documentation of Test Results/Actions Taken
- 163. Daily Written Parent Notifications

Signature of OEC Representative

Tom Roberts

Written Corrective Action Plan
Due to OEC by:

8.14.23

Signature of Person in Charge

[Signature]

Print Name: Tom Roberts

Print Name: [Signature]

SUPPLEMENTAL REPORT OF INSPECTION

Name of Program/Provider: Honey Tree Preschool & Child Care of Winton License # 16851 Date: 7/31/23

Observations/Corrections needed:

27- 2 of 4 not available for review 186-staff in work supervisor status working with someone in

45- Cubbies not secured in baby bees, preschool needs BC play refrigerator not secured in preschool Crib plexiglass not clean in baby bees

Diaper table not clean under pad in Garden Bees

Diaper table porous and paint peeling in worker bees bathroom, bathroom vent not working in worker bees bathroom

Area @ Sink faucet not clean in worker bees bathroom toilet seats porous in staff bathroom and both preschool bathrooms

74- Measured 43 foot candles in close work areas in worker bees measured 30 and 41 foot candles in close work areas of Garden Bees

45 (continued) window sills not clean thru-out and paint peeling on trim (in fact), sharp plexiglass accessible in infants

89- Zip ties protruding at eye level and door tressle not clean infants

Dismissed: Attendance records for staff and children to be kept for at least 2 years Program to submit documentation on black mats at swings
Care plan not signed by parent

S = Substantiated NS = Not Substantiated P = Pending (if applicable)

Operators/providers are required by regulations and statutes to be in compliance at all times.

Signature: Terri K Roberts (OEC Representative)

Print Name: Terri K Roberts

CORRECTIVE PLAN SHALL BE RETURNED TO

Signature: Susan Canfield (Person in Charge)

OEC BY: 8.14.23

Print Name: Susan Canfield