



DIVISION OF LICENSING

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 Email: oeclicensing@ct.gov Website: www.ctoec.org

CHILD CARE CENTER/GROUP CHILD CARE HOME INSPECTION

Program Name	LITTLE SCRIBBLES CHILD CARE & LEARNING CENTER					License Number	DCCC.70679		Date of Inspection	04/02/2024	
						Expiration Date	11/30/2026		Time of Inspection	09:30 AM	
Address	2 NUTMEG DR ELLINGTON CT 06029-3899					Telephone	(860) 872-0252		Licensed Capacity	95	
						Hours of Operation	M-F 6:30-6:00		Infant/Toddler Capacity	47	
Is this a Change of Address?	Yes?		No?		X				Summer Care	Open	
New Address						Minimum Age Served	6 weeks	Maximum Age Served	12 years	Water Supply	Public Water
						Program's Email	littlescribbleschildcare@outlook.com				
Operator	LITTLE SCRIBBLES CHILD CARE & LEARNING CENTER LLC					Name of Inspector	Karen Kellerman				
Director	JENNIFER SUAREZ					Inspector's Email	karen.kellerman@ct.gov				
Key: Compliant = X Non-Compliant = O	# of Infants – Toddlers Present	31	# of Total Children Present	67	# of Staff Present	17	Type of Inspection	UNANNOUNCED INSPECTION - FULL			

LICENSURE PROCEDURES 19a-79-2a

X	1. Local Health Inspection	
	Date: 10/26/2022	
X	1a. False or Misleading Statements	

ADMINISTRATION 19a-79-3a

X	1b. Administration	
X	1bb. Capacity	
X	2. New Staff – Employee Orientation	
X	3. Annual Staff Policy Training	
X	3b. Managing child behavior	
X	4. Documentation of Behavior M. Tech Discussed w/parents	
X	4b. Failure to report	

X	5. Notification of Change		
X	6. Program policies	Including discipline, supervision, child protection, general operating, personnel, closing time	
X	7. Daily Attendance Records- staff and children		
ITEMS POSTED – ACCESSIBLE			
X	8. License		
X	9. Fire Marshal certificate		
	Date	02/16/2024	
X	10. OEC Complaint procedure		
O	11. Food Service Certificate	N/A?	Failed to obtain current food service certificate. Expired certificate observed at inspection. Send copy to agency.
	Date	10/31/2023	
X	12. Menus		
X	13. Emergency plans		
X	14. No Smoking Signs		
X	15. Radon Test	N/A?	
	Date	Results	
	11/19/2010	.3	
X	15a. Developmental Milestones		
X	15b. Access		
X	15bb. Endorsements		
STAFFING 19a-79-4a			
X	15c. Staffing		
O	16. Staff Health records – TB tests	Failed to maintain current medical statements for 2 staff. . Failed to maintain TB test for 3 staff.	
X	17. Professional development		
X	18. Disciplinary actions		
X	18b. Background checks		

X	19. Designated Head Teacher					
X	20. Two Staff present					
X	20a. Staff Qualities					
X	21. Ratio: 1 staff to 10 children					
X	21b. Supervision					
X	22. Group Size – maximum 20 children					
X	23. Designated director - Training					
X	24. CPR Certified Staff (Group Home N/A)					
X	25. First Aid Trained Staff					
O	26. Consultants- Agreements and Contracts	Failed to maintain current consultant agreements for health and dental.				
X	27. Logs – Visits documented					
	Not in Compliance?	Education	Health	Social Service	Dental	Dietician N/A?
	Contracts		O		O	
	Logs					
	Do they take children swimming?	N SWIMMING				
X	28. Non-swimmers identified					
X	29. Staff/Child Ratios					
X	30. CPR certified staff (20 years of age)					
X	31. Lifeguard certified - supervision					
RECORD KEEPING 19a-79-5a						
X	32. Enrollment information					
X	33. Emergency medical permission					
X	34. Authorized release permission					
X	35. Field trip permission					
X	36. Transportation permission					

☐	37. Child health records and immunizations	Failed to maintain current health records for 1 child.	
☐	38. Individual care plan (signed by parents and staff)	Failed to maintain complete individual care plans, observing 10 care plans not signed by all staff.	
☒	39. Injury, Illness, Accident reports		
HEALTH AND SAFETY 19a-79-6a			
☒	40. Nutritious snacks and meals (required food groups)		
☒	41. Proper refrigeration (max 45°)		
☒	42. Kitchen separated	N/A?	
☒	43. Hand washing – before eating or food handling		
☒	44. First Aid Kit(s) – Indoor, Outdoor, Field Trips, Inventory		
PHYSICAL PLANT 19a-79-7a			
☐	45. License premises – clean, good repair, hazard free	Failed to maintain the building by observing dirty/or rusty microwaves in rooms bear cubs, teddy bears, honey bees, ducklings, and punkins.Knife observed in unlocked drawer in kitchen.Kitchen sets unsecured in bear cubs, honey bees and ducklings. Bathroom vents dusty in duckling bathroom and mouse trap accessible.	
☒	47b. Plans for new construction, expansion, renovation or conversion		
☒	48. Sanitary drinking fountains – disposable cups		
☒	49. Lead Water Test (N/A?) 07/21/2023	Bacterial/Chemical Test (N/A?) ☒	
☒	50. Walkways maintained		
☒	51. Designated staff toilet/sink		
☒	52. All openings for ventilation screened		
☒	53. Windows protected to prevent falls		
☒	54. Glass protected up to 36"		
☒	55. Overhead doors – locking devices, spring protectors		
☒	56. Exits, Hallways and Stairs unobstructed		

X	57. Individual storage of clothing and bedding	
X	58. Smoking prohibited	
X	59. Matches and lighters inaccessible	
X	60. Electrical safety – outlets/cords	
X	61. Toileting needs met	
X	62. Required toilets, sinks, supplies	
X	63. Potty chairs – nonporous, emptied, disinfected	
X	64. Hand washing after toileting – staff and children	
X	65. Ventilation in toilet rooms	
X	66. Air temperature 65 degrees, thermometer affixed	
X	67. Water temperature 60° – 115°	
X	68. Portable space heaters	
X	69. Walls, ceilings, floors and rugs – clean, good repair	
X	70. Rugs secure	
X	71. Hot water, steam pipes protected	
X	72. Working phone on each level	
O	73. Emergency numbers posted	Failed to post emergency numbers adjacent to phone
X	74. Adequate lighting - 50/30 candle feet	
X	75. Light fixtures shielded, shatter proof	
O	76. Potentially hazardous substances locked	Failed to ensure that potentially hazardous substances are stored in a locked area when observed cleaners unlocked/lock broken in kitchen area under sink, punkins, and staff bathroom in hallway,
X	77. Garbage, rubbish disposed daily	

X	78. Stairs protected, good repair, handrails		
O	79. Pets – maintained, care plan	Y/N Y	Failed to maintain procedures for the care of 1 fish in bear cubs.
X	80. Operable CO detector on each level	N/A? Y	
X	81. Program space-adequate square footage per child		
X	82. Equipment clean, good repair, safe, non-toxic		
X	83. Cots stored, maintained, adequate number		
X	84. Developmentally appropriate equipment		
X	85. Hot tubs, spas, saunas – locked and inaccessible	Y/N N	
X	86. No weapons, no facsimile of a firearm on premises		
OUTDOOR SPACE			
X	87. Outdoor space - adequate square footage per child		
O	88. Impact absorbing material under equipment	Failed to ensure a minimum of 8 inches of impact absorbing materials under 2 year old slide.	
X	89. Playground free from hazards		
X	92. Equipment anchored, safely arranged		
X	93. Outdoor play area protected, fenced		
X	94. Drinking water available, accessible		
EDUCATIONAL REQUIREMENTS 19a-79-8a			
X	95. Written plan for daily program available to parents/staff		
X	96. Schedule – Activity choices and Program	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			
X	97. Written policies, procedures		
X	98. Training outline on file		

NONPRESCRIPTION TOPICAL MEDICATIONS		
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X	99. Administration, parent permission, MAR	
X	100. Labeling, storage	

ORAL/TOPICAL/INHALENT MEDICATIONS		
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X	101. Med trained staff, certificates		
	O/T/I	Injectable	
	Y	Y	
O	102. Authorized prescriber, parent permission, MAR	Failed to maintain written order from prescriber for medication for 1 child with Benadryl and 1 child with albuterol.	
X	103. Labeling, storage		
O	104. Unused, expired meds returned/disposed	Failed to ensure that expired medication is destroyed or returned to the parent for 2 children.	

SELF-ADMINISTRATION		
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X	105. Authorized prescriber, parent permission, MAR	
X	106. Labeling, storage	
X	107. Approved petition for special medication authorization	

	Yes	INFANT/TODDLER ENDORSEMENT 19a-79-10
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X	109. Approved endorsement	
X	110. Ratio: 1 staff to 4 children	
X	111. Group size: no larger than 8	
X	112. Physical barriers, groups of 8 (indoors and outdoors)	
X	113. Adequate sinks in program space	
X	114. Free standing, well-constructed, safe cribs	
X	115. Washable cots	
X	116. Chairs for feeding, stable, safety straps, locking tray	
X	117. Developmentally appropriate tables, chairs, equipment	
X	118. Refrigerators and food prop facilities	

X	119. Diaper area-sturdy, safety rail, nonporous, exclusive use			
X	120. Diaper area-washed, disinfected			
X	121. Diaper area-disposable paper sheets			
X	122. Covered waste receptacle			
X	123. Diaper changing policy posted, followed			
X	124. Hand washing policy posted, followed			
X	125. Individual storage of personal items			
X	126. Cribs/cots washed and disinfected			
X	127. Under 12 months- placed on back for sleeping			
X	128. Alternate sleep position-equipment, medical documentation	Yes	No	
			X	
X	129. Crib, bed used for infant sleeping			
X	130. Crib, bed free from observable hazards			
X	131. Infant toys separate, washed, disinfected daily			
X	132. No toys, objects less than 1/1/4" diameter			
X	133. Plastic bags, balloons, Styrofoam objects inaccessible			
X	134. Health consultant, doc. of visits			
X	135. Infants held for bottles, indiv. attention, tummy time			
X	136. Written statement, feeding schedule from parent			
X	137. Unused portions of liquids discarded			
X	138. Clean Bottles, disp. bottles, approved bottle washing			
X	139. Food served from dish or whole jar served			
X	140. Bottles individually identified with child's name			

OUTDOOR PLAY SPACE - UNDER THREE

X	141. Play space fenced	
X	142. Outdoor equipment developmentally appropriate	
Yes	Is there an approved endorsement?	SCHOOL AGE ENDORSEMENT 19a-79-11
X	143. Approved endorsement	
X	144. Activity choices appropriate	
X	145. Ratio – 1 staff to 10 children	
X	146. Group size – maximum 20 children	
X	147. Education Consultant appropriate	
No	Is there an approved endorsement?	NIGHT CARE ENDORSEMENT 19a-79-12 (10pm-5am)
	148. Approved endorsement	
	149. Written program plan, supervision	
	150. Staff awake and available	
	151. Cot, crib, bedding, toiletries, sleep apparel	
	152. Individual storage of personal items	
	153. Bedding, sleeping apparel laundered weekly	
N	Child with diabetes enrolled?	MONITORING OF DIABETES 19a-79-13
X	154. Written policies and procedures	
X	155. On site staff trained in first aid, glucose testing	
X	156. Training current and documented	
X	157. Supervision of self-administration	
X	158. Equipment, supplies labeled and inaccessible	

X	159. Signed agreement with parents regarding equipment	
X	160. Materials discarded appropriately	
X	161. Authorized prescriber, parent permission	
X	162. Documentation of test results, actions taken	
X	163. Daily written parent notification	

ADDITIONAL VIOLATIONS

	62. Consent Order - Negotiated Corrective Action Plan	N/A?	
		X	

YES or NO?
Yes

WERE VIOLATIONS CITED DURING THIS VISIT?

DISCUSSIONS:

Documentation Of behavior management in every child's file.
Worked supervised staff can't be with children alone. Contact BCIS
Date on annual policies and procedure training.

COMMENTS:

NOTE:

Items left blank on this form were not monitored during this visit.

Only the regulations marked as compliant, non-compliant or not applicable were monitored or discussed.

APPLICANTS: You MAY NOT OPERATE until all requirements have been met and a license has been issued by the Agency.

		DATE CORRECTIONS DUE BY:	
(Signature of OEC Representative)	(Signature of OEC Representative)		(Signature of Person in Charge)
Karen Kellerman		04/16/2024	Ande Shutler
(Printed Name)	(Printed Name)		(Printed Name)