Connecticut Office of Early Childhood

DIVISION OF LICENSING
450 Columbus Boulevard, Suite 302, Hartford, Connecticut 06103
Phone (800)282-6063 or (860)500-4450 Fax (860)326-0552
Email: oec.licensing@ct.gov Website: www.ctoec.org

CHILD CARE CENTER/GROUP CHILD CARE HOME INSPECTION

Program Name	WILLOW TREE MONTESSORI	License Number	DCCC.70312	Date of Inspection	04/23/2024
		Expiration Date	8/31/2024	Time of Inspection	10:11 AM
Address	171 AMITY RD BETHANY CT 06524-3435	Telephone	(203) 393-3100	Licensed Capacity	71
		Hours of Operation	M-F 8:15am - 3:00pm	Infant/Toddler Capacity	12
Is this a Change of Address?	Yes? No? X			Summer Care	Open
New Address		Minimum Age Served	12 months	Maximum Age Served	6 years
		Water Supply	Public Well		
		Program's Email	wtmontessori@wtm.earth		
Operator	WILLOW TREE MONTESSORI, LLC	Name of Inspector	Kristi Morgan		
Director	RHONDA BIELIK	Inspector's Email	kristi.morgan@ct.gov		
Key: Compliant = X Non-Compliant = O	# of Infants – Toddlers Present: 5 # of Total Children Present: 46 # of Staff Present: 7	Type of Inspection	UNANNOUNCED INSPECTION - FULL		

LICENSURE PROCEDURES 19a-79-2a

O	1. Local Health Inspection Date: 09/02/2021	Failed to maintain current local health inspection.
X	1a. False or Misleading Statements	

ADMINISTRATION 19a-79-3a

O	1b. Administration	(a)Failed to ensure the safety, health and development of the children. Observed 1 child diagnosed with a food allergy, physical documented that an epi-pen is required - no medication on site.
X	1bb. Capacity	
X	2. New Staff – Employee Orientation	
X	3. Annual Staff Policy Training	
X	3b. Managing child behavior	
O	4. Documentation of Behavior M. Tech Discussed w/parents	Failed to maintain documentation that behavior management techniques were discussed with parents. Form that parents fill out does not document that the discipline policy has been discussed with 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 04/23/2024	
X	10. OEC Complaint procedure	
	11. Food Service Certificate Date	N/A? X
X	12. Menus	
X	13. Emergency plans	
X	14. No Smoking Signs	
X	15. Radon Test Date: 03/17/2016 Results: 2.3	N/A?
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 4 staff and 1 did not list the date of the most current exam.
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	
O	21b. Supervision	Failed to ensure the supervision of children at all times while indoors. Observed children in the hallways and the bathroom unsupervised.
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	
X	26. Consultants- Agreements and Contracts	
O	27. Logs – Visits documented	Failed to document annual review of policies, plans, procedures and education programs for the Education, Social Service and Dental consultants.

Not in Compliance?	Education	Health	Social Service	Dental	Dietician N/A? X
Contracts					
Logs	O		O	O	

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	

O	37. Child health records and immunizations	Failed to maintain complete health records for children. 2 children's physicals were either partially or completely blank.
O	38. Individual care plan (signed by parents and staff)	Failed to maintain complete individual care plans. Observed 3 individual care plans not signed by all staff responsible for the child's care; Observed 1 child diagnosed with a food allergy - no care plan on site.
X	39. Injury, Illness, Accident reports	
HEALTH AND SAFETY 19a-79-6a		
X	40. Nutritious snacks and meals (required food groups)	
X	41. Proper refrigeration (max 45°)	
X	42. Kitchen separated	N/A?
X	43. Hand washing – before eating or food handling	
O	44. First Aid Kit(s) – Indoor, Outdoor, Field Trips, Inventory	Failed to maintain complete first aid kit. Observed first aid kit in Casa 2 incomplete - missing 1 cold pack and a first aid manual that is less than 5 years in print.
PHYSICAL PLANT 19a-79-7a		
O	45. License premises – clean, good repair, hazard free	Failed to maintain the building, equipment and services. Observed knives accessible in a low drawer in Casa 2; Countertop stoves burners accessible in Casa 1 and toddler room.
X	47b. Plans for new construction, expansion, renovation or conversion	
X	48. Sanitary drinking fountains – disposable cups	
X	49. Lead Water Test (N/A?) 10/25/2023	Bacterial/Chemical Test (N/A?) 02/22/2023
X	50. Walkways maintained	
X	51. Designated staff toilet/sink	
X	52. All openings for ventilation screened	
X	53. Windows protected to prevent falls	
X	54. Glass protected up to 36”	
X	55. Overhead doors – locking devices, spring protectors	
X	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	
O	69. Walls, ceilings, floors and rugs – clean, good repair	Failed to maintain walls, ceilings, floors and rugs in a good state of repair. Ceiling in hallway in disrepair in two areas.
O	70. Rugs secure	Failed to ensure that rugs are secured to the floor. Observed multiple rugs unsecured in all rooms.
X	71. Hot water, steam pipes protected	
X	72. Working phone on each level	
X	73. Emergency numbers posted	
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. Observed air freshener spray and disinfectant wipes accessible in the bathroom; gorilla glue, halls cough drops, multiple cleaners accessible in Casa 2; disinfectant cleaner spray, disinfectant wipes…continued in comments…
X	77. Garbage, rubbish disposed daily	

X	78. Stairs protected, good repair, handrails	
X	79. Pets – maintained, care plan	Y/N N
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	
X	88. Impact absorbing material under equipment	
O	89. Playground free from hazards	Failed to ensure the playground is free of glass, debris, holes and other hazards. Observed gate that leads to parking lot and road not functioning properly - does not latch.
X	92. Equipment anchored, safely arranged	
O	93. Outdoor play area protected, fenced	Failed to protect outdoor play area from traffic, bodies of water, gullies and other hazards. Fence does not measure 4 feet in most areas where there is mulch - measuring between 42-44 inches.
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		
X	99. Administration, parent permission, MAR	
X	100. Labeling, storage	
ORAL/TOPICAL/INHALENT MEDICATIONS		
X	101. Med trained staff, certificates O/T/I: Y Injectable: Y	
O	102. Authorized prescriber, parent permission, MAR	Failed to maintain written parent permission for medication for 1 medication; 2 medication administration forms incomplete - missing parent signature and contact information.
X	103. Labeling, storage	
O	104. Unused, expired meds returned/disposed	Failed to ensure that expired medication is destroyed or returned to the parent. Observed 1 child's epi-pens expired.
SELF-ADMINISTRATION		
X	105. Authorized prescriber, parent permission, MAR	
X	106. Labeling, storage	
X	107. Approved petition for special medication authorization	
Yes	Is there an approved endorsement?	**INFANT/TODDLER ENDORSEMENT 19a-79-10**
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	
O	134. Health consultant, doc. of visits	**Failed to ensure the health consultant visit the program once a week for children up to 24 months. Observed logs documenting 2 visits in January, 2 visits in February, 1 visit in March and 2 visits in April.**
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

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

<u>YES or NO?</u>	**WERE VIOLATIONS CITED DURING THIS VISIT?**
Yes	

<u>DISCUSSIONS:</u>

-observed 1 expired diaper cream
-observed 1 diaper cream form missing an end date.
-Fire marshal conducted an inspection today.

<u>COMMENTS:</u>

…steramine tablets accessible in Casa 1; hall closet unlocked with Household paint inside.

<u>NOTE:</u> 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.
<u>APPLICANTS:</u> You *<u>MAY NOT OPERATE</u>* until all requirements have been met <u>and</u> a license has been issued by the Agency.

KMorgan **(Signature of OEC Representative)**	**(Signature of OEC Representative)**	**DATE CORRECTIONS DUE BY:**	Carol Sloman **(Signature of Person in Charge)**
Kristi Morgan **(Printed Name)**	**(Printed Name)**	05/07/2024	Carol Sloman **(Printed Name)**