



DIVISION OF LICENSING
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 Email: oc.licensing@ct.gov Website: www.ctoec.org

CHILD CARE CENTER/GROUP CHILD CARE HOME INSPECTION

Program Name	THE BUTTERFLY ACADEMY				License Number	DCCC.70744	Date of Inspection	05/17/2024		
					Expiration Date	2/29/2028	Time of Inspection	09:40 AM		
Address	369 BUTTERNUT ST MIDDLETOWN CT 06457-3044				Telephone	(860) 986-4673	Licensed Capacity	52		
					Hours of Operation	Monday-Friday 7:30am-5:30pm	Infant/Toddler Capacity	23		
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	butterflyacademy23@gmail.com				
Operator	THE BUTTERFLY ACADEMY L.L.C.				Name of Inspector	Jenn Schulz				
Director	HOLLY GREEN				Inspector's Email	jennifer.schulz@ct.gov				
Key:	Compliant = X	# of Infants - Toddlers Present	11	# of Total Children Present	22	# of Staff Present	7	Type of Inspection	UNANNOUNCED INSPECTION - FULL	
	Non-Compliant = O									

LICENSURE PROCEDURES 19a-79-2a

X	1. Local Health Inspection	
	Date: 12/13/2023	
X	1a. False or Misleading Statements	

ADMINISTRATION 19a-79-3a

X	1b. Administration	
X	1bb. Capacity	
O	2. New Staff – Employee Orientation	Failed to maintain documentation of new hire orientation for 4 out of 9 staff files.
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	

<input type="radio"/>	5. Notification of Change	Failed to provide notification of change for a new health consultant currently visiting the program.	
<input type="radio"/>	6. Program policies	Including discipline, supervision, child protection, general operating, personnel, closing time Failed to implement policies, plans and procedures when staff reported they do not wash Childrens hands before and after diapering. Observed 1 staff change a diaper in toddler room and not have the child wash their hands after.	
<input checked="" type="checkbox"/>	7. Daily Attendance Records- staff and children		
ITEMS POSTED – ACCESSIBLE			
<input checked="" type="checkbox"/>	8. License		
<input checked="" type="checkbox"/>	9. Fire Marshal certificate		
	Date	02/24/2024	
<input checked="" type="checkbox"/>	10. OEC Complaint procedure		
	11. Food Service Certificate	N/A?	
	Date	X	
<input checked="" type="checkbox"/>	12. Menus		
<input checked="" type="checkbox"/>	13. Emergency plans		
<input checked="" type="checkbox"/>	14. No Smoking Signs		
<input checked="" type="checkbox"/>	15. Radon Test	N/A?	
	Date	Results	
	01/20/2009	0.8	
<input checked="" type="checkbox"/>	15a. Developmental Milestones		
<input checked="" type="checkbox"/>	15b. Access		
<input checked="" type="checkbox"/>	15bb. Endorsements		
STAFFING 19a-79-4a			
<input checked="" type="checkbox"/>	15c. Staffing		
<input type="radio"/>	16. Staff Health records – TB tests	Failed to maintain complete medical statement(s) in 6 out of 8 staff files observed.	
<input checked="" type="checkbox"/>	17. Professional development		
<input checked="" type="checkbox"/>	18. Disciplinary actions		
<input checked="" type="checkbox"/>	18b. Background checks		

<input checked="" type="checkbox"/>	19. Designated Head Teacher																			
<input checked="" type="checkbox"/>	20. Two Staff present																			
<input checked="" type="checkbox"/>	20a. Staff Qualities																			
<input checked="" type="checkbox"/>	21. Ratio: 1 staff to 10 children																			
<input checked="" type="checkbox"/>	21b. Supervision																			
<input checked="" type="checkbox"/>	22. Group Size – maximum 20 children																			
<input checked="" type="checkbox"/>	23. Designated director - Training																			
<input checked="" type="checkbox"/>	24. CPR Certified Staff (Group Home N/A)																			
<input type="checkbox"/>	25. First Aid Trained Staff	Failed to ensure at least one first aid trained staff is present during all operating hours when only two staff staff have with current first aid and no staff present from 7:30-8:00am.																		
<input type="checkbox"/>	26. Consultants- Agreements and Contracts	Failed to maintain complete consultant agreements for all 4 consultants, missing requirement of documenting observation of polices, plans, procedures and education programs.																		
<input type="checkbox"/>	27. Logs – Visits documented	Failed to document annual review of policies, plans, procedures and education programs for all 4 consultants. Observed 1 health consultant log dated 5/2/24. Program opened 2/17/24.																		
	Not in Compliance?	<table border="1"> <thead> <tr> <th>Education</th> <th>Health</th> <th>Social Service</th> <th>Dental</th> <th>Dietician N/A?</th> <th>X</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </tbody> </table>	Education	Health	Social Service	Dental	Dietician N/A?	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Education	Health	Social Service	Dental	Dietician N/A?	X															
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
	Contracts																			
	Logs																			
	Do they take children swimming?	N SWIMMING																		
<input checked="" type="checkbox"/>	28. Non-swimmers identified																			
<input checked="" type="checkbox"/>	29. Staff/Child Ratios																			
<input checked="" type="checkbox"/>	30. CPR certified staff (20 years of age)																			
<input checked="" type="checkbox"/>	31. Lifeguard certified - supervision																			
RECORD KEEPING 19a-79-5a																				
<input checked="" type="checkbox"/>	32. Enrollment information																			
<input checked="" type="checkbox"/>	33. Emergency medical permission																			
<input checked="" type="checkbox"/>	34. Authorized release permission																			
<input checked="" type="checkbox"/>	35. Field trip permission																			
<input checked="" type="checkbox"/>	36. Transportation permission																			

X	37. Child health records and immunizations		
O	38. Individual care plan (signed by parents and staff)	Failed to maintain complete individual care plans when two care plans observed were not signed by staff responsible for the care of the children.	
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(s) when indoor first aid kit was observed to be missing alcohol swabs and outdoor kit missing a thermometer.	
PHYSICAL PLANT 19a-79-7a			
O	45. License premises – clean, good repair, hazard free	Failed to maintain the building & equipment when a long power cord was observed across the floor in the all gym/gross motor room. Observed microwaves to have dried food accumulated throughout the program. Observed adult scissors and staple remover in a drawer in toddler room, accessible. Continued in discussions.	
O	47b. Plans for new construction, expansion, renovation or conversion	Failed to notify the Agency prior to the start of construction when the operator closed the preschool program and in process of remodeling the program and adding large climbing structure.	
X	48. Sanitary drinking fountains – disposable cups		
O	49. Lead Water Test (N/A?)	Bacterial/Chemical Test (N/A?)	Failed to conduct a bacterial/chemical test for non-public water supply systems every 2 years when documentation of lead water test was not observed.
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	
○	69. Walls, ceilings, floors and rugs – clean, good repair	Failed to maintain walls, ceilings, floors and rugs in a good state of repair when ceiling and wall vents were observed to be dusty.
X	70. Rugs secure	
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	
○	76. Potentially hazardous substances locked	Failed to ensure that potentially hazardous substances are stored in a locked when 3 bottles of Lysol and downy air freshener was observed on the windowsill in the preschool room and a can of air freshener was observed in unlocked drawer in toddler farm classroom.
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? N
X	81. Program space-adequate square footage per child	
O	82. Equipment clean, good repair, safe, non-toxic	Failed to ensure that equipment is free from rust on bases of playground gates and on the floor vent in Childrens bathroom outside infant room.
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 when the base trim of siding along the ground in infant playground to be cracked and have sharp edges exposed.
X	92. Equipment anchored, safely arranged	
X	93. Outdoor play area protected, fenced	
O	94. Drinking water available, accessible	Failed to ensure drinking water is available and accessible when all children were on the playground with no access to drinking water.
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

O	99. Administration, parent permission, MAR	Failed to maintain complete written parent permission for medication when parent permission forms were observed to not have end dates and observed multiple topicals listed on one document.
X	100. Labeling, storage	

ORAL/TOPICAL/INHALENT MEDICATIONS

O	101. Med trained staff, certificates O/T/I Injectable N N	Failed to ensure staff are trained in oral/topical/inhalant medications and failed to ensure staff are trained to administer injectable medications when no staff have current medication and injectable trainings.
X	102. Authorized prescriber, parent permission, MAR	
X	103. Labeling, storage	
X	104. Unused, expired meds returned/disposed	

SELF-ADMINISTRATION

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

INFANT/TODDLER ENDORSEMENT 19a-79-10

Yes	Is there an approved endorsement?	
X	109. Approved endorsement	
X	110. Ratio: 1 staff to 4 children	
O	111. Group size: no larger than 8	Failed to maintain proper group size not to exceed 8 children when 9 children under 3 were observed on 1 playground.
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					
O	120. Diaper area- washed, disinfected	Failed to ensure the diaper area is washed and disinfected after each use when accumulated dust, soil and debris was observed along the edges of the table surfaces.				
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	<table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td></td> <td>X</td> </tr> </table>	Yes	No		X
Yes	No					
	X					
X	129. Crib, bed used for infant sleeping					
O	130. Crib, bed free from observable hazards	Failed to ensure that soft surfaces and gas-trapping objects are not placed under or with an infant for sleeping when two cribs were observed to not be tight fitting.				
X	131. Infant toys separate, washed, disinfected daily					
O	132. No toys, objects less than 1/1/4" diameter	Failed to ensure small toys and other objects with a diameter of less than 1 1/4" are not accessible to children when the drawers in toddler farm class were observed to be unlocked with staples, paper clips, google eyes and small objects were observed				
X	133. Plastic bags, balloons, Styrofoam objects inaccessible					
O	134. Health consultant, doc. of visits	Failed to ensure the health consultant prepare and maintain signed documentation of visits when documentation of 1 visit, dated 5/2/24 and program opened 2/17/24.				
X	135. Infants held for bottles, indiv. attention, tummy time					
O	136. Written statement, feeding schedule from parent	Failed to maintain a written statement specifying whether infants drink formula or breast milk.				
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/COMMENTS

#45 continued- observed exterior of sink cabinet in infant room, near the fridge, to have water damage and wood is lifting/splintering and dampness observed under the sink.
 Infants under 12 months must be held for all bottle feedings
 Observed blow up bounce house in gross motor room, laid out but not in use. Equipment intended for outdoor use only and for only children over 3.
 Green toddler room not currently in use.
 Director has 1 year from licensure to obtain/complete the 3 credit course in admin and supervision.
 Director to work with BCIS team to add herself to the program roster.
 Director is listed as WSP, may not work unsupervised with children.

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.

 (Signature of OEC Representative)	 (Signature of OEC Representative)	DATE CORRECTIONS DUE BY:	 (Signature of Person in Charge)
Jenn Schulz (Printed Name)	Eileen Ruiz (Printed Name)	05/31/2024	Holly Green (Printed Name)