Connecticut Office of Early Childhood

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

CHILD CARE CENTER/GROUP CHILD CARE HOME INSPECTION

Program Name	SHORELINE EARLY LEARNING CENTER	License Number	DCCC.70695	Date of Inspection	07/24/2024
		Expiration Date	2/28/2027	Time of Inspection	12:15 PM
Address	366 MAIN ST OLD SAYBROOK CT 06475-2319	Telephone	(860) 388-3033	Licensed Capacity	48
		Hours of Operation	9:00 am -3:30 M-F	Infant/Toddler Capacity	8
Is this a Change of Address?	Yes? No? X			Summer Care	Open
New Address		Minimum Age Served	12 months	Maximum Age Served	10 years
		Water Supply	Public Water		
		Program's Email	shorelineearlylearningcenter@gmail.com		
Operator	SHORELINE EARLY LEARNING CENTER LLC	Name of Inspector	Bridget Merrill		
Director	SUZANNE STEVENS	Inspector's Email	bridget.merrill@ct.gov		
Key: Compliant = X Non-Compliant = O	# of Infants – Toddlers Present: 8; # of Total Children Present: 40; # of Staff Present: 6	Type of Inspection	UNANNOUNCED INSPECTION - FULL		

LICENSURE PROCEDURES 19a-79-2a

X	1. Local Health Inspection Date: 01/26/2023	
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 when Benadryl was not on site for a child whose individual care plan requires its use.
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 1 child's 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**	
O	**9. Fire Marshal certificate** Date 01/30/2023	**Failed to maintain a current fire marshal inspection. Observed. Posted certificate to be more than 1 year old.**
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 12/18/2022 Results .5	N/A?
X	**15a. Developmental Milestones**	
X	**15b. Access**	
O	**15bb. 32-36 mths enrolled in prek- permissions**	**Failed to obtain written permission from parents and/or the director for prek enrollment.**
	STAFFING 19a-79-4a	
X	**15c. Staffing**	
O	**16. Staff Health records – TB tests**	**Failed to maintain current medical statement(s) for 1 staff.**
O	**17. Professional development**	**Failed to document annual policy and procedure training for all staff employed for more than 1 year.**
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 education & health consultant agreements.**
O	**27. Logs – Visits documented**	**Failed to document annual review of policies, plans, procedures and education programs by education consultant.**

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

O	**32. Enrollment information**	**Failed to maintain complete enrollment information for 5 children who are missing the date of enrollment.**
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 1 child whose physical was missing the date of exam. Failed to maintain current health records for 1 child whose physical expired. Failed to maintain complete immunization records for 2 children who are missing documentation of flu vaccination.
O	38. Individual care plan (signed by parents and staff)	Failed to maintain complete individual care plans for 4 children. Care plans are missing parent signature(s).
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 indoor/ outdoor first aid kit(s). Indoor kit missing gauze pads & alcohol/ probe covers/ wipes. Outdoor kit missing gauze pads, gloves, working thermometer, alcohol/ probe covers/ wipes, manual 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 all bathroom vents to be dusty
X	47b. Plans for new construction, expansion, renovation or conversion	
X	48. Sanitary drinking fountains – disposable cups	
X	49. Lead Water Test (N/A?) 12/20/2022	Bacterial/Chemical Test (N/A?) X
X	50. Walkways maintained	
X	51. Designated staff toilet/sink	
X	52. All openings for ventilation screened	
X	53. Windows protected to prevent falls	
O	54. Glass protected up to 36”	Failed to protect glass doors, windows or mirrors up to 36" in playground.
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**	
O	**66. Air temperature 65 degrees, thermometer affixed**	**Failed to ensure that every area used by children has a thermometer affixed to the wall. Observed no wall mounted thermometer in summer camp room & PreK.**
X	**67. Water temperature 60° – 115°**	
X	**68. Portable space heaters**	
X	**69. Walls, ceilings, floors and rugs – clean, good repair**	
O	**70. Rugs secure**	**Failed to ensure that rugs are secured to the floor in summer camp room where the starfish rug is curing at the edges.**
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 in staff bathroom & preschool 3's where air sprays, disinfectant wipes & cleaners were unlocked.**
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		
O	82. Equipment clean, good repair, safe, non-toxic	Failed to ensure that equipment is free from protruding nails, rust, toxic material and other hazards. Observed rust on outdoor swing chains.	
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		
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		
O	98. Training outline on file	Failed to maintain outline of medication training for oral/ topical/ inhalant medication	

NONPRESCRIPTION TOPICAL MEDICATIONS		
O	99. Administration, parent permission, MAR	Failed to maintain complete written parent permission for medication for diaper cream. Observed A&D & Butt Paste missing end dates of administration.
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 complete written orders for 2 child with Benadryl & Epi-Pen. Failed to maintain current written orders for Ibuprofen which expired.
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	
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)	
O	113. Adequate sinks in program space	Failed to maintain a separate sink for purposes other than hand washing after diapering. Per staff, toys are washed I classroom hand wash sink.
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?**	

YES or NO? Yes	**WERE VIOLATIONS CITED DURING THIS VISIT?**

DISCUSSIONS/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.

(Signature of OEC Representative)	**(Signature of OEC Representative)**	**DATE CORRECTIONS DUE BY:**	**(Signature of Person in Charge)**
Bridget Merrill **(Printed Name)**	**(Printed Name)**	08/07/2024	Karli Robertson **(Printed Name)**