



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	LEISURE EDUCATION AFTERSCHOOL PROGRAM				License Number	DCCC.13682	Date of Inspection	09/27/2024		
					Expiration Date	1/31/2025	Time of Inspection	05:20 PM		
Address	180 OLD NEWTOWN RD MONROE CT 06468-1106				Telephone	(203) 445-9358	Licensed Capacity	88		
					Hours of Operation	M-F 7:00AM-9:00AM AND 3:25PM-6:00PM	Infant/Toddler Capacity	0		
Is this a Change of Address?	Yes?		No?	X			Summer Care	Closed		
New Address					Minimum Age Served	5 years	Maximum Age Served	11 years	Water Supply	Public Water
					Program's Email	kriley@cccymca.org				
Operator	CENTRAL CONNECTICUT COAST YMCA				Name of Inspector	Terri Ruducha-Roberts				
Director	KATHLEEN B RILEY				Inspector's Email	terri.ruducha-roberts@ct.gov				
Key: Compliant = X Non-Compliant = O	# of Infants - Toddlers Present	0	# of Total Children Present	30	# of Staff Present	5	Type of Inspection	UNANNOUNCED INSPECTION - FULL		

LICENSURE PROCEDURES 19a-79-2a

X	1. Local Health Inspection	
	Date:	
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
O	7. Daily Attendance Records- staff and children	Failed to record daily attendance for children
ITEMS POSTED – ACCESSIBLE		
X	8. License	
X	9. Fire Marshal certificate	
	Date	08/26/2024
X	10. OEC Complaint procedure	
	11. Food Service Certificate	N/A?
	Date	X
X	12. Menus	
X	13. Emergency plans	
O	14. No Smoking Signs	Failed to post No Smoking signs at entrances
	15. Radon Test	N/A?
	Date	Results
		X
	15a. Developmental Milestones	Not applicable for school-age only programs.
X	15b. Access	
X	15bb. 32-36 mths enrolled in prek-permissions	
STAFFING 19a-79-4a		
X	15c. Staffing	
X	16. Staff Health records – TB tests	
O	17. Professional development	Failed to document professional development when 1 had no record and 1 incomplete, number of required hours not documented
X	18. Disciplinary actions	
X	18b. Background checks	

X	19. Designated Head Teacher																			
O	20. Two Staff present	Failed to maintain two staff on the premises upon arrival with 15 children present																		
X	20a. Staff Qualities																			
	21. Ratio: 1 staff to 10 children	Not applicable for school-age only programs.																		
X	21b. Supervision																			
	22. Group Size – maximum 20 children	Not applicable for school-age only programs.																		
X	23. Designated director - Training																			
O	24. CPR Certified Staff (Group Home N/A)	Failed to ensure at least one CPR trained staff is present during all hours of operation when closing staff had no documentation																		
O	25. First Aid Trained Staff	Failed to ensure at least one first aid trained staff is present during all operating hours when closing staff had no documentation																		
X	26. Consultants- Agreements and Contracts																			
X	27. Logs – Visits documented																			
	Not in Compliance?	<table border="1"> <tr> <td>Education</td> <td>Health</td> <td>Social Service</td> <td>Dental</td> <td>Dietician N/A?</td> <td>X</td> </tr> <tr> <td>Contracts</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Logs</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Education	Health	Social Service	Dental	Dietician N/A?	X	Contracts						Logs					
Education	Health	Social Service	Dental	Dietician N/A?	X															
Contracts																				
Logs																				
	Do they take children swimming? Y	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																			

X	37. Child health records and immunizations		
X	38. Individual care plan (signed by parents and staff)		
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		
X	44. First Aid Kit(s) – Indoor, Outdoor, Field Trips, Inventory		
PHYSICAL PLANT 19a-79-7a			
X	45. License premises – clean, good repair, hazard free		
X	47b. Plans for new construction, expansion, renovation or conversion		
X	48. Sanitary drinking fountains – disposable cups		
	49. Lead Water Test (N/A?) X	Bacterial/Chemical Test (N/A?) X	
X	50. Walkways maintained		
X	51. Designated staff toilet/sink		
	52. All openings for ventilation screened	Not applicable for school-age only programs.	
X	53. Windows protected to prevent falls		
	54. Glass protected up to 36"	Not applicable for school-age only programs.	
X	55. Overhead doors – locking devices, spring protectors		
X	56. Exits, Hallways and Stairs unobstructed		

	57. Individual storage of clothing and bedding	Not applicable for school-age only programs.
X	58. Smoking prohibited	
X	59. Matches and lighters inaccessible	
	60. Electrical safety – outlets/cords	Not applicable for school-age only programs.
X	61. Toileting needs met	
X	62. Required toilets, sinks, supplies	
	63. Potty chairs – nonporous, emptied, disinfected	Not applicable for school-age only programs.
X	64. Hand washing after toileting – staff and children	
X	65. Ventilation in toilet rooms	
X	66. Air temperature 65 degrees, thermometer affixed	
	67. Water temperature 60° – 115°	Not applicable for school-age only programs.
X	68. Portable space heaters	
X	69. Walls, ceilings, floors and rugs – clean, good repair	
	70. Rugs secure	Not applicable for school-age only programs.
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	
X	76. Potentially hazardous substances locked	
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 when peeling paint as observed on exterior side of building accessible to children, playground fence in disrepair leaning
	83. Cots stored, maintained, adequate number	Not applicable for school-age only programs.
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	
X	98. Training outline on file	

NONPRESCRIPTION TOPICAL MEDICATIONS		
X	99. Administration, parent permission, MAR	
X	100. Labeling, storage	
ORAL/TOPICAL/INHALENT MEDICATIONS		
O	101. Med trained staff, certificates O/T/I Injectable N N	Failed to ensure closing staff today are trained and have documentation in oral/topical/inhalant and injectable medication
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	
No	Is there an approved endorsement?	INFANT/TODDLER 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 and 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. Developmentally appropriate tables, chairs, equipment	
	118. Refrigerators and food prop facilities	

119. Diaper area- sturdy, safety rail, nonporous, exclusive use			
120. Diaper area- washed, disinfected			
121. Diaper area- disposable paper sheets			
122. Covered waste receptacle			
123. Diaper changing policy posted, followed			
124. Hand washing policy posted, followed			
125. Individual storage of personal items			
126. Cribs/cots washed and disinfected			
127. Under 12 months- placed on back for sleeping			
128. Alternate sleep position- equipment, medical documentation	Yes	No	
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, doc. of visits			
135. Infants held for bottles, indiv. attention, 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 with child's name			

OUTDOOR PLAY SPACE - UNDER THREE

	141. Play space fenced	
	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 15 children	
X	146. Group size – maximum 30 children	
X	146b. 4 yr olds enrolled in school age-permissions	
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

Odor in boys and girls bathroom near gym
 Program to download, print and post new complaint procedure from OEC website
 Program to submit Local health inspection report
 Program to submit required director 3 credit course transcript
 Program to submit injury illness report
 Large folding tables leaning in cafeteria, children on playground
 Program to submit documentation on playground black mats
 Written Authorizations to include specific instruction as opposed to as needed

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: 10/11/2024	 (Signature of Person in Charge)
Terri Ruducha-Roberts (Printed Name)	 (Printed Name)		Donna Michetti (Printed Name)