

CONNECTICUT OFFICE OF EARLY CHILDHOOD DIVISION OF LICENSING

Type of Inspection: ☐ Initial ☒ Unannounced Full ☐ Announced Full ☐ Partial ☐ Follow-Up ☐ Change of Location

first church nursery school
554 Main St
Portland, CT 06480
first cong church of Portland
1st church nursery school@gmail.com
Amy Jahnke

1/13/25
13653
800 342 1111
of Staff Present: 2
Total Capacity: 20
over 3 Present: 10
Total Under 3 capacity: 0
under 3 Present: 0
Ages Served: 3yrs-5yrs
MWF-9-11 T-THU-9-12PM

endorsements: ☐ Under Three (6wks - 36m) ☒ Preschool (3y - 5y) ☐ School Age (5y & up) ☐ Night Care (6wks & up)

1. (c)(8) Local Health Inspection-Date: 9/14/24

2. (a) Ensuring health & safety of children
3. (b) Overall management of program
4. (b)(6) Employee orientation for new program staff
5. (b)(6) Annual policy training for program staff
6. (b)(7)(A) Child behavior management
7. (b)(7)(B) Documentation that parents were informed of behavior management techniques
8. (b)(7)(C) Child Protection
9. (b)(7)(E) Mandated Reporting
10. (c)(1-4) Notification of Change
11. (d)(2)(A) Discipline policy
12. (d)(2)(B)-C) Child Protection policy
13. (d)(3) Closing time policy
14. (d)(4)(A) Medical emergency policy
15. (d)(4)(B) Multi-Hazards policy-annual drill
16. (d)(5) Supervision policy
17. (d)(6) General Operating policies
18. (d)(6)(C) Administrative Oversight policy
19. (d)(7) Personnel policies
20. (d)(1) Daily attendance-children ~~staff~~ keep 1 yr.
21. (f) Immediate access by parents
22. (h) Immediate access by OEC-facility/records
23. (l) 2.8 yr olds enrolled in preschool-authorization
24. (m) Motor vehicle laws-transportation
25. (n) Capacity
26. (o) Respond to OEC-no false, misleading statements or documents
27. (e)(1) License posted
28. (e)(2) OEC Complaint Procedure posted
29. (e)(3) Menus posted
30. (e)(4) No Smoking posted signs at entrances
31. (e)(5) OEC Inspection report posted or available
32. (e)(6) Developmental Milestones posted

19. (a)(1) Staff health records
20. (a)(3) Disciplinary actions
21. (b) Comprehensive Background Checks
22. (b)(4) Evidence of compliance
23. (d) Adequate staffing
24. (d)(1) Designated head teacher-approved-60%
25. (d)(2) Two staff present-age 18 or older
26. (d)(3)(A-C) Personal qualities of staff
27. (d)(4)(A) RATIOS
28. (d)(4)(B) Ratio 1:10 - Indoors/Outdoors
29. (d)(6) Mixed age group-ratios
30. (d)(4)(D) Nap time ratio
31. (d)(5) Supervision-Indoors/Outdoors
32. (d)(5)(A) GROUP SIZE
33. (d)(5)(B) Group Size-Indoors/Outdoors
34. (e)(1) Group Size-school age field trips/outdoors
35. (f)(1) Mixed age group-group size
36. (f)(2) Designated director-training
37. (a)(2) CPR certified program staff
38. (h)(1)(2) First aid certified program staff
39. (h)(1)(2) PROFESSIONAL DEVELOPMENT
40. (4)(C)(ii-v) Documentation
41. (4)(C)(i) Health & Safety training
42. (e)(6) 1% annual hours
43. (e)(6) SWIMMING ACTIVITIES - Y/N
44. (i)(1)(A)-(D) Swimming-Ratios
45. (i) Non-swimmers identified
46. (i)(2)(A-H) CPR certified staff-age 20 or older
47. (F) Lifeguard-certified-supervising
48. (i)(2) CONSULTANTS
49. (H)(i)-(I)(i) Consultants-Education, Health, Social Service, Dietitian (N/A)
50. Consultant agreements-signed annually
51. Agreements complete w/required services
52. Consultant logs-documented activities, observations and required services
53. Consultant visits- Education/Health

	Contracts	Logs	Visits
Education	0	✓	✓
Health	0	✓	✓
Soc. Serv.	0	✓	✓
Dietitian	0	✓	✓

NAME: <u>First Church Nursery School</u>		RECORD NUMBER: <u>13653</u>	DATE: <u>1/13/25</u>
CHILDREN'S ENROLLMENT INFORMATION PARENT PERMISSIONS ☒ (a)(1)(D)(i) Emergency medical permission ☒ (a)(1)(D)(ii) Authorized release permission ☒ (a)(1)(D)(iii) Field trip permission ☒ (a)(1)(D)(iv) Transportation permission ☒ (a)(2)(A-B) Child Health Records ☒ (a)(2)(C) Immunization records ☒ (a)(3)(A) Individual care plan-signed by parents/staff ☒ (a)(3)(B) Injury, illness, Incident, Accident reports ☒ (a)(3)(C)(i-ii) Parent notification of illness or injury ☒ (a)(3)(D) Notify OEC of serious injuries, fatality ☒ (a)(4) Notify DPH, local health-reportable diseases ☒ Video recordings- keep 30 days		PHYSICAL PLANT 19a-79-7a ☒ 72. (d)(2) Walkways maintained ☒ 73. (d)(3) Windows protected to prevent falls ☒ 74. (d)(3) Window screens (Schl age only- N/A) ☒ 75. (d)(4) Glass and mirrors protected to 36" ☒ 76. (d)(5) Overhead doors-locking devices, spring protectors ☒ 77. (d)(6), (f)(3) Exits, stairs, hallways unobstructed ☒ 78. (d)(7) Individual storage of clothing/bedding ☒ 79. (d)(8) Smoking or vaping prohibited on premises/grounds ☒ 80. (d)(8) Matches/lighters inaccessible ☒ 81. (d)(9) Electrical safety-outlets inaccessible -covered or protected (Schl age only-N/A) ☒ 82. TOILETING Shared toilets/sinks-supervision plan Toileting needs met Potty chairs-nonporous, emptied, disinfected Required toilets/sinks-1:16 Required toilets/sinks-1:25 schl age only Toileting Supplies-Hand drying-Garbage Handwashing staff/children Toilets/sinks located-at the facility or licensed premises ☒ (d)(10)(A) Well lighted/ventilated toilet rooms ☒ (d)(10)(B) Mechanical ventilation (Grp Homes N/A) ☒ (d)(10)(C) Staff personal articles inaccessible ☒ (d)(10)(D) AIR TEMPERATURE Air temp 65 °F at 3 ft -non-mercury thermometer affixed to wall (Schl age only N/A) Air temp <65°F comfortable (Schl age only-N/A) Air temp > 80 °F - ↑ fluids/ventilation Water temperature 60 °F - 120 °F Portable space heaters prohibited Walls/ceilings/floors/rugs-clean/good repair Rugs- not tripping/slipping hazard Hot water/Steam pipes protected Working phone on each level Emergency numbers posted-adjacent to phones Parents provided direct on site phone number ☒ (d)(10)(E) LIGHTING All areas min. 1 foot candle of lighting Adequate lighting-30/50 candle feet-napping children-sufficient lighting to be visible Schl age only-lighting for comfort Light fixtures shielded/shatter proof Potentially hazardous substances, materials - labeled, inaccessible ☒ (d)(10)(F) Garbage/rubbish-disposed of daily, containers in good repair ☒ (d)(10)(G) Stairs-protected/good repair-handrails ☒ (d)(10)(H) Toxic plants/materials inaccessible ☒ (d)(10)(I) Pets or other animals-in good health, written care plan including access to children ☒ (d)(10)(J) Prevention of vermin-openings screened ☒ (d)(10)(K) Radon test- Results: <u>4/2/19</u> N/A Results posted-Date: <u>4/2/19</u> (Schls-N/A) ☒ (d)(10)(L) Carbon monoxide detector-each level N/A ☒ (d)(10)(M) Program space-adequate-35 sq. ft. per child ☒ (d)(10)(N) Equipment-clean and safe, good repair, non-toxic-sturdy, free from protruding nails, rust ☒ (d)(10)(O) Adequate equipment for rest-cleaned-cots (Grp Homes-mats/sleeping bags) ☒ (d)(10)(P) Air conditioners, water heaters, fuse boxes inaccessible ☒ (d)(10)(Q) Developmentally app equipment, materials	
HEALTH and SAFETY 19a-79-6a ☒ 6. (a)(1) Preparation, transportation of food-follow DPH Model Food Code N/A ☒ 7. (a)(2) Nutritious meals and snacks ☒ 8. (a)(3) Proper refrigeration-41 degrees ☒ 9. (a)(4) Menus-1 wk in advance- keep 3 mths ☒ 10. (a)(5) Food Service Inspection <u>N/A</u> ☒ 11. (a)(6) Kitchen-clean, safe storage of food/supplies ☒ 12. (a)(7) Separate hand washing facilities ☒ 13. (a)(8) Multi-use eating/drinking utensils ☒ 14. (a)(9) Kitchen separated (Schl age only N/A) ☒ 15. (a)(10) Children supervised during meal prep ☒ 16. (a)(11) Handwashing-staff/children ☒ 17. (b)(1) Illness procedures-staff knowledgeable, children observed for signs/symptoms ☒ 18. (b)(2) Designated isolation area ☒ 19. (c) FIRST AID KITS -portable, accessible to staff, closed container-Indoor/Outdoor/Field Trips ☒ 20. (c) FIRST AID SUPPLIES -Indoor/Outdoor-adhesive strips, 3-4" gauze squares, 2" rolled gauze, tape, scissors, tweezers, 2 cold packs, thermometer, gloves, CPR mouth barrier ☒ 21. (d) FIRST AID SUPPLIES -add'l for field trips water, phone, soap, emergency numbers, medications, plastic bags		☒ 83. ☒ 84. ☒ 85. ☒ 86. ☒ 87. ☒ 88. ☒ 89. ☒ 90. ☒ 91. ☒ 92. ☒ 93. ☒ 94. ☒ 95. ☒ 96. ☒ 97. ☒ 98. ☒ 99. ☒ 100. ☒ 101. ☒ 102. ☒ 103. ☒ 104. ☒ 105. ☒ 106. ☒ 107.	
PHYSICAL PLANT 19a-79-7a ☒ 22. (a)(2) Fire marshal codes/certificate <u>9/9/24</u> ☒ 23. (b) Indoor/Outdoor space inspected/approved ☒ 24. (b)(1)-(5) Construction/expansion/renovation/conversion ☒ 25. (b)(6) Space not inspected/approved but used for field trips-written parent permission ☒ 26. (c)(2) Licensed premises-clean, good repair, hazard free, maintenance program established ☒ 27. (c)(3) Building/Equipment/Furnishings-sanitary, hazard free (Schl age only) (N/A) ☒ 28. (c)(4) Testing of premises/grounds for chemicals ☒ 29. (c)(5)(A) WATER SUPPLY - Public/Well (Schools-N/A) ☒ 30. (c)(5)(B) Lead Water Test - Date: <u>9/2/23</u> (N/A) ☒ 31. (c)(5)(C) Bact./Chem Test-Date: _____ ☒ 32. (c)(6)(A) Drinking water available/accessible ☒ 33. (c)(6)(B-D) LEAD PAINT Peeling Paint - <u>00</u> Inside/Outside Building Pre-78: <u>Y/N</u> Lead Test: <u>Y/N</u> Results _____ Lead Management Plan _____ ☒ 34. (d)(1) Emergency vehicle access		☒ 108. (e)(18) ☒ 109. (f)(1)(A) ☒ 110. (g)(1) ☒ 111. (g)(2) ☒ 112. (g)(3) ☒ 113. (g)(4)	

PROGRAM NAME		HOME INSPECTION FORM - page 1	
First Church Nursery School		LICENSE NUMBER	13653
PHYSICAL PLANT 19a-79-74 cont.		DATE OF INSPECTION 1/13/25	
		UNDER THREE ENDORSEMENT 19a-79-10 cont.	
108. (g)(5)	Manufacture guidelines followed-furniture, equipment and toys-CPSC unsafe/recalls	129.	(f)(1)
109. (g)(6)	Indoor climbing play equipment-shock absorbing materials under and around		(f)(2)
110. (j)	No weapons/no facsimile of a firearm		(f)(3)
111. (h)(1)	<u>OUTDOOR SPACE</u>		(f)(4)
(h)(2)	Adequate space- 75 sq. ft. per child	130.	(g)(1)
(h)(3)	Shock absorbing surfaces-minimum 8"		(g)(1)
(h)(4)	Playground free from hazards		(g)(1)
(h)(5)	Nuts, bolts, screws-tight, covered/protected		(g)(2)
(h)(6)	Outside equipment anchored-anchors buried		(g)(3)
(h)(8)	New equip- cert playg. Inspection upon request		(g)(4)
(h)(9)	Drinking water available/accessible		(g)(5)
12. (h)(7)	Equipment arranged for safety-equip/fences/structures not hazardous		(g)(6)
13. (h)(7)(A)	<u>OUTDOOR PROTECTED/FENCING</u>		(g)(7)
(h)(7)(B)	Playground protected from traffic, water, gullies or other hazards		(g)(8)
(h)(7)(C)	Fences installed to protect from hazards-4 ft	131.	(h)(1)
14. (i)	Fences installed to protect from water-4 ft, self closing and self latching devices or locks	132.	(h)(1)
(i)	Rooftop play areas-6 ft. wall/barrier	133.	(h)(2)
	<u>WATER HAZARDS</u>	134.	(h)(2)
	Pools, swimming areas-conforms to 19-13-B33b and 19a-36-B61	135.	(i)(1)(2A-C)
	Wading pools prohibited	136.	(j)
	Hot tubs/spas/saunas-locked/inaccessible		(k)(1)
EDUCATIONAL REQUIREMENTS 19a-79-8a			(k)(2)
15. (a)	Written daily/weekly educational plan-developmentally appropriate		(k)(3)
16. (a)	<u>EDUCATIONAL REQUIREMENTS</u>		(k)(4)
(1)-(11)	Indoor/outdoor, flexible schedule, cultural content, balanced experiences, exploration and discovery, variety of materials, rest/sleep/quiet time, meals/snacks, toileting, individual/small group activities, physical activity	137.	(k)(5)
(b)	Limited access to screen time/video games	138.	(l)(1)
		139.	(l)(2)
UNDER THREE ENDORSEMENT 19a-79-10 YN			(l)(3)
117. (b)	Approved Under 3 Endorsement	140.	(b)
118. (c)(2)	Ratios- 1:4 (6wks-24mths), 1:5 (24-36mths)	141.	(c)
119. (c)(3)	Group size-max 8 (6wks-24mths), max 10 (24-36mths)	142.	(c)(1)
120. (c)(4)	Physical barriers- indoors/outdoors		(c)(2)
121. (d)(1)(A-C)	Adequate sinks in program space (Grp Homes accessible) handwashing-diapering-food prep		(c)(3)
122. (d)(2)(Ai-iii)	Cribs-in compliance w/CPSC (manf. after 6/28/11)	143.	(d)
123. (d)(2)(B)	Washable cots	144.	(e)
124. (d)(2)(C)	Chairs for feeding-stable base-safety straps-locking tray	145.	(f)
125. (d)(2)(D)	Dev. appropriate tables/chairs/equipment	146.	(g)
126. (d)(2)(E)	Refrigerator and food prep facilities		
127. (d)(3)(A-C)	Optional furniture/equip-safe/hazard free		
128. (e)(1)	<u>DIAPERING</u>		
(e)(2)	Diaper area: elevated/sturdy/safety rail		
(e)(3)	Diaper area: used only for this purpose, located in the program area		
(e)(4)	Diaper area: non-porous surface/good repair		
(e)(5)	Diaper area: washed/disinfected after use		
(e)(6)(9)	Diaper area: disposable paper sheets		
(e)(7)	Covered waste receptacle-removed daily		
(e)(8)	Handwashing-staff/children		
(e)(10)(A-C)	Diapering-Handwashing policies-posted/followed		
	Cloth diapers-written plan developed		
SCHOOL AGE ENDORSEMENT 19a-79-11 YN		Approved Schl Age Endorsement	
		<u>SCHEDULE - ACTIVITIES</u>	
		Written daily program plan-flexible schedule-available to staff/parents	
		Activities not a duplication of child's day	
		Activities include cognitive, physical, social, emotional needs of the children	
		Program includes free time, snacks, creative/physical/small group/self-concept activities, homework time, special events	
		Ratio- 1:15	
		Group size- max. 30	
		4 yr. olds enrolled in schl age-written authorization/permission from director/parent	
		Head teacher approved- 60%	

First Church Nursery School

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1/13/25

147. (b)	Approved Night Care Endorsement	171. (a)(1)	Written policies and procedures STAFF TRAINING Staff training – first aid Staff training – use/storage/maintenance of monitoring equipment, reading test results, appropriate actions Training updated at least every 3 years Written documentation of training Trained staff on site when child is present Self-administration - written authorization and under supervision of trained staff Equipment provided by parents Equipment labeled and inaccessible Signed agreement with parent regarding equipment, supplies, materials to be discarded Authorized prescriber written order Written authorization from parent Testing results and actions taken – documented and kept on file, ensure parents are notified daily
148. (b)(1)	Person in charge-head teacher	172. (b)(1)(A)	
149. (b)(2)	Written plan for program activities- meet individual needs, sleep patterns, quiet activities	(b)(1)(B)	
150. (b)(3)	Written plan for supervision including cot placement and evacuation	(i)-(iii)	
151. (b)(4)	Children in care no more than 12 hrs. in 24	(b)(2)	
152. (b)(5)	Staff awake and available	(b)(3)	
153. (b)(6)	SLEEP PROVISIONS	(c)(2)	
(b)(6)(A)	Individual cot/crib with bedding	(c)(3)	
(b)(6)(B)	Sleeping apparel/toiletries labeled	(d)(1)	
(b)(6)(C)	Required bedding	(d)(2)	
(b)(6)(D)	Required toiletries	(d)(3)	
(b)(7)	Bedding/sleeping apparel laundered weekly	173.	
154. (b)(8)	Sleep arrangements for infants	174.	
155. (b)(9)	Air temp 65 °F at 3 ft	175.	
156. (b)(10)	Fire marshal approval-hours specified	176.	
	Local health approval	177.	
		178.	
		179.	

ADMINISTRATION OF MEDICATIONS 19a-79-9a

ADDITIONAL VIOLATION

157. (9a)	Written medication policies/procedures
158. (9a)	Permit enrollment of children with asthma, allergies, diabetes
159. (a)(2)	NONPRESC. TOPICAL MEDICATION
(a)(3)(A-B)	Admin/Parent permission/report errors
(a)(3)(C)	Labeling and Storage
160. (b)(1)(A/C)	Unused/expired meds destroyed/returned
(b)(1)(D)	MEDICATION TRAINING
(b)(1)(E)	Medication training-general-oral/top/inhalant
(b)(1)(F)	Injectable premeasured autoinjector medication
(b)(2)(A-B)	Rectal medication
(b)(2)(C)	Injectable other than premeasured auto-injector
161. (b)(3)(A-B)	Training approval documents/certificates
162. (b)(3)(D)	Training outline on file
163. (b)(4)(A-B)	Authorized prescriber/parent permission
164. (b)(5)(A-B)	Medication errors- documentation, parent(s) and OEC notification
165. (b)(5)(C)	Medication Administration Records (MAR)
166. (b)(5)(D)	Labeling and Storage
167. (b)(5)(E)	Emergency medication inaccessible
168. (b)(6)	Unused/Expired meds-destroyed/returned
169. (b)(7)(A-B)	Auto-injector/inhalant equipment
170. (d)	Self-administration documentation
	Petition for special medication authorization
	Potassium Iodide (KI) emergency distribution-permission and storage (N/A)

180. -	Consent Order/Negotiated Corrective Action Plan conditions	N/A
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DISCUSSIONS - COMMENTS

Health + safety for all staff training
 - All items on checklist/new regs discussed
 - Interim plan for Head Teacher
 - Plan expires in Feb 2025.
 - Director 3 credit course within the year of hire (8-2024)
 - Nurse fills out Medication Certificate on actual training Certificate per Agency Nurse consultant advised
 - Education consultant visit 1x 4/24
 - Tweezers added to first aid kit

NATURE OF COMPLAINT	Tha Kellen	NAME OF PERSON IN CHARGE	Amy Jahnke
INTENDING AGENCY	Kellerman	PRINTED NAME	Amy Jahnke

C DIVISION OF LICENSING 1 Columbus Blvd, Suite 302, Hartford, CT 06103 Tel Desk: (800)282-6063 or (860)500-4450 Website: www.ctoec.org/licensing Email: oec.licensing@ct.gov	Inspection shall be posted or available for review upon request. Written Corrective Action Plan Due by: 1/27/25	CAP: https://www.ctoec.org/forms-documents/corrective-action-plan-and-resolving-disputed-violations.pdf
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SUPPLEMENTAL REPORT OF INSPECTION

PAGE 1

Name of Program/Provider: First Church Nursery School

License # 13653

Date: 1/13/25

Observations/Corrections needed:

- Regulations Not in compliance when observed
- #11 (d)(2)(A), (d)(4)(B), (d)(6)(C) - policies Not updated with new regulations
- #12 - Staff Not signing in/out on sign in/out sheet
- #18 - (e)(2) - observed and complaint procedure posted.
- #19 - 1 staff health record Not available
- #35 - (1)(2)(A-H) - all consultant agreements Not updated with new regulations
- #116(a)(1-11) - Educational requirements Not updated with new regulations

S = Substantiated NS = Not Substantiated P = Pending (if applicable)

Operators/providers are required by regulations and statutes to be in compliance at all times.

Signature:

Mia Kullen
(OEC Representative) Kellerman

Signature:

Amy Jahnke
(Person in Charge)
Amy Jahnke

CORRECTIVE PLAN SHALL BE RETURNED TO

OEC BY: 1/27/25