

Ms. Kampman states as she was walking the child to go outside she was met by the staff member who had returned to the room to get the child. She states the staff members were apologetic.

Ms. Kampman states she called Holly Dittmer, the education director, right away and reported the incident. The staff members were suspended yesterday for two days. Ms. Kampman states she called the mother right away and reported the incident to her. She was not upset and the child still attends the center. She states there are no previous behavior problems with the children and there have been no previous concerns for the two staff members involved in the incident.

I reviewed the video recording from the incident. The child was observed moving to the bean bag chair after having his coat put on. He remains in the bean bag chair until the staff members and other children leave the room. It does appear that one staff member counted the children. The child then stands up and moves over near a shelf for a short period of time and then moved closer to the door. The video is motion activated so the video shut off at this point. I observed the teachers involved in the incident walk through the gym area to go outside. It appears that one of the teachers stops in the doorway before going outside. After a brief period the staff member is observed returning to get the child. I was also able to observe the maintenance man bring the child to Ms. Kampman. The video showed the child was alone in the room for four minutes.

During the video the staff members seemed distracted and unorganized. They would put on a coat and then do something else. The children were running around the room. One staff member did a diaper change during this time and failed to wash the child's hands. Staff members should line the children up and focus on the activity at hand. This is especially important during a transition period. Have the children in line and both staff members should assist putting on their jackets. Entertain the children while they are in line with songs or other activities.

Ms. Kampman provided me written statements provided by each of the staff members involved. The statements will be in the file for review.

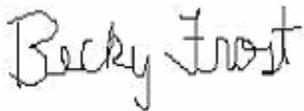
Special Notes and Action Required:

109.10 (16). Supervision. Assigned staff, substitutes and volunteers shall provide careful supervision AND 109.8(2)c-Every child occupied program room has adult supervision in the room. VIOLATED. The recorded video of the classroom on 11/01/13 revealed that a child was left unsupervised and alone in the room for approximately four minutes. Staff members did not realize they had a child missing until they were walking out the door to the outdoor play area. The staff member did come back to get the child immediately once they noticed the child was missing. A child is never to be left unsupervised.

Ms. Kampman will continue to discuss the importance of counting the children prior to leaving a room and counting children several times throughout the day during the next staff meeting. Ms. Kampman states this is discussed and stressed at every meeting they have.

At this time, the status of the center's license is unchanged. If you would like to respond to this report, please do so in writing and I will include the information in the licensing file.

Consultant's Signature:



Date:

11/25/2013