



Child Care Facility Information

Name: Roma Court Academy
ID Number: C07FL0065
Address: 515 Palm Coast Pkwy SW, Palm Coast FL 32137-4739
Phone Number: (386) 445-0834 Capacity: 446
Owner/Director/Staff Responsible: Yaritza Perez

DCF Standards
DCF & SR Standards
SR Standards

Inspection Information

Type: Routine Date: 02/21/2019 Arrival/Departure Time: 12:45 PM to 04:15 PM
Staff Present: 11 Children Present: 74 Onsite Visit: Yes

INSPECTION CHECKLIST

GENERAL REQUIREMENTS

01. License Displayed/Citation Posted/Advertising s.402.3125(1)(a), F.S.	Compliance
<u>Compliance Comments</u> License is displayed in teacher lounge.	
02. Minimum Age Requirements CCF Handbook, Section 2.2	Compliance
03. Ratio Sufficient CCF Handbook, Section 2.3	Compliance
<u>Compliance Comments</u> infant's- 3:1 one's- 11:2 two's- 11:1 three's- 11:1 four's- 11:1 three's and four's- 10:1 four's and five's- 17:1	
04. Supervision CCF Handbook, Section 2.4	Compliance
05. Transportation CCF Handbook, Section 2.5	Compliance
<u>Compliance Comments</u> This facility does transport children.	
06. Driver's License, Physician Certification & First Aid/CPR Training CCF Handbook, Section 2.5 and CCF Handbook, Section 7.4	Compliance
<u>Compliance Comments</u> Counselor did review bus driver's license, physical, and first aid/cpr training. All information is current to date.	
07. Vehicle Insurance and Inspection CCF Handbook, Section 2.5.4	Compliance
<u>Compliance Comments</u> Counselor did review vehicle insurance and inspection. All information is current.	
08. Seat Belts/Child Restraints CCF Handbook, Section 2.5.4 and CCF Handbook, Section 2.5.5	Compliance
<u>Compliance Comments</u> This facility has one bus they currently use for transportation. Counselor did check all seat belts on bus and are all in working condition.	
09. Planned Activities CCF Handbook, Section 2.6	Compliance
10. Field Trip Permission CCF Handbook, Section 2.7	Compliance
11. Child Discipline CCF Handbook, Section 2.8	Compliance

PHYSICAL ENVIRONMENT

12. Facility Environment CCF Handbook, Section 3.1	Compliance
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13. Toxic Substances, Hazardous Materials and Weapons CCF Handbook, Section 3.2	Compliance
14. Lighting, Temperature, and Ventilation CCF Handbook, Section 3.3	Compliance
15. Licensed Capacity CCF Handbook , Section 3.4	Compliance
16. Indoor Floor Space CCF Handbook, Section 3.4	Compliance
17. Outdoor Play Area/Fencing CCF Handbook, Section 3.5	Compliance
18. Bedding and Linens CCF Handbook, Section 3.6	Compliance
19. Nap/Sleep Space Requirements CCF Handbook, Section 3.6.2	Compliance
<u>Compliance Comments</u> Counselor did observe sleeping during time of inspection.	
20. Crib Requirements CCF Handbook, Section 3.6	Compliance
21. Restrooms and Bath Facilities CCF Handbook, Section 3.7	Compliance
22. Operable Phone CCF Handbook, Section 3.8.1	Compliance
23. Fire Drills & Emergency Preparedness CCF Handbook, Section 3.8	Compliance
<u>Compliance Comments</u> Last fire drill was conducted 1-7-19 18 adults and 92 children present	

FOOD AND NUTRITION

24. Food Preparation Area CCF Handbook, Section 3.9	Noncompliance
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Non-Compliance Description

24-24 Frozen food was not [labeled by date and type]. CCF Handbook, Section 3.9.2, F.2 and 3.

Comments

Counselor observed two frozen items in freezer not labeled and dated. Staff member labeled and dated one of the items and threw the other in the trash.

3.9.2 Food Storage

F. Refrigerators/freezers:

2. Food may be frozen prior to the expiration date, but when thawed, it must be labeled with the date it was removed from the freezer and discarded within seven calendar days.

3. Frozen food must be labeled by date and type noted below and stored according to the following table:

Food Item

Months

Bacon and sausage

1 to 2 months

Casseroles

2 to 3 months

Frozen dinner and entrees

3 to 4 months

Ham, hot dogs, lunch meats

1 to 2 months

Meat, uncooked

4 to 12 months

Meat, uncooked ground

3 to 4 months

Meat, cooked

2 to 3 months

Poultry, cooked

4 months

Soups and stews

2 to 3 months

Due Date Completed at time of inspection

Violation Level Class 3

25. Meals and Snacks CCF Handbook, Section 3.9 **Compliance**

26. Meal and Snack Menus CCF Handbook, Section 3.9.3 & Section 7 **Compliance**

Compliance Comments

Counselor observed menus posted in each classroom.

27. Catered Food and Food Provided by Outside Sources CCF Handbook, Section 7 & Section 3.9.3 **Compliance**

28. Bottles, Breastmilk, Formula and Infant Food CCF Handbook, Section 3.9 **Noncompliance**

Non-Compliance Description

28-02 Bottles and/or sippy cups brought from home were not labeled with child's first and last name. CCF Handbook, Section 3.9.5, B (Section 17.6, number 5) [SR]

Comments

Counselor observed three sippy cups in the one-year-old classroom in the refrigerator not labeled first and last name. Staff member did label first and last name at time of inspection.

3.9.5 Food Handling

B. Bottles and sippy cups brought from home shall be individually labeled with the child's first and last name and shall be returned to the custodial parent or legal guardian daily

Due Date Completed at time of inspection

Violation Level Class 3

SANITATION AND EQUIPMENT

29. Health and Sanitation CCF Handbook, Section 3.6, 3.9, and 3.10 **Compliance**

30. Diapering CCF Handbook, Section 3.10 **Compliance**

31. Indoor Equipment CCF Handbook, Section 3.11 **Compliance**



32. Outdoor Equipment CCF Handbook, Section 3.12 Noncompliance

Non-Compliance Description

32-02 The frame of the [tarp used for the shaded area was not anchored properly to the pole.] was not securely anchored in the ground or stationary by design. CCF Handbook, Section 3.12, B (Section 11.2, number 2) [SR]

Comments

The green tarp used outside on the playground for shade was not anchored properly to pole. One side of the tarp was clipped to the iron fence due to it came loose from the pole. Counselor recommended to replace clip and re-anchor back to pole. The property maintenance man was called and he replaced the clip and re-anchored tarp back to the pole at time of inspection.

3.12 Outdoor Equipment

B. All playground equipment must be securely anchored, unless portable or stationary by design, in good repair, maintained in safe and sanitary condition, and placed to ensure safe use by the children. Maintenance must include inspections conducted every month of all supports above and below the ground and of all connectors and moving parts. Documentation of maintenance inspections must be maintained for two years.

Due Date Completed at time of inspection

Violation Level Class 3

TRAINING

33. Training Requirements CCF Handbook, Section 4 Compliance

34. Credentialed Staff CCF Handbook, Section 4.6 & 4.7 Compliance

HEALTH REQUIREMENTS

35. Communicable Disease Control CCF Handbook, Section 6.1 Compliance

36. CPR Requirements CCF Handbook, Section 4.2.4 Compliance

37. First Aid Requirements CCF Handbook, Section 4.2.4 and 6.2 Compliance

38. Emergency Telephone Numbers CCF Handbook, Section 6.3 Compliance

39. Accident/ Incident Notification and Documentation CCF Handbook, Section 6.3 & 6.4 Compliance

40. Medication CCF Handbook, Section 6.5 Compliance

Compliance Comments

This facility does administer medication. Counselor did review medication log form.

RECORD KEEPING

41. Immunization Records CCF Handbook, Section 7.1 Compliance

42. Student Health and Records CCF Handbook, Section 7.2 Compliance

Compliance Comments

Counselor reviewed 41 children files. There were 6 new children enrolled since last inspection 11-15-2018.

43. Enrollment Information CCF Handbook, Section 7.3 & s. 402.3054(2), F.S. Compliance

44. Personnel Records CCF Handbook, Section 7.4 Compliance

Compliance Comments

Counselor reviewed all employee files. Three new employee's since last inspection 11-15-2018.

45. Background Screening Documents CCF Handbook, Section 7.4.1 Compliance



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46. Daily Attendance CCF Handbook, Section 7.5

Compliance

Compliance Comments

Counselor reviewed daily attendance in each classroom.

ENFORCEMENT

47. Access/Child Safety CCF Handbook, Section 8

Compliance

Received by: Yaritza Perez
Date: 02/21/2019

Inspected by: Rebecca Chandler
Date: 02/21/2019