

South Carolina Department of Social Services
 ABC Quality Rating and Improvement System
HEALTH & SAFETY INSPECTION VISIT FOR LICENSE-EXEMPT SCHOOL AGE PROGRAMS

Facility Name _____ Facility CC#: _____

Facility Address (Street, City, Zip Code) _____

Telephone Number: _____ Facility Supervisor/Designee/Contact: _____

Date of Inspection: _____ Time of Inspection: _____ ABC Quality Staff: _____

Type of Inspection: Enrollment Annual Complaint Follow-up Self-report

If follow-up, list date of previous inspection: _____

Is this visit the result of a serious injury? _____ or fatality of a child? _____

Maximum # of Children enrolled: _____ Number of children observed: _____

Age range of children: enrolled _____ observed _____

Hours of Operation: School Year _____ Summer (if applicable) _____

| 4.0 Eligibility Standard | |
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| 4.1 Program Operations | |
| 4.1.3 Program operates within legal parameters. | Determination |
| a. Operating hours are in compliance. | |
| b. Serves only children ages five years and older. | |
| 4.1.6 Business phone available | Determination |
| a. Must have a working business phone available during operating hours and at all times children are present. | |
| 4.2 Program eligibility | |
| 4.2.3 Written Policies (Interviews) | Determination |
| a. Staff understand and adhere to the Medication Policy. | |
| b. Staff understand and adhere to the Emergency Medical Care Policy. | |
| c. Staff understand and adhere to the Emergency Preparedness Policy | |
| d. Staff understand and adhere to the Child Abuse and Neglect Policy | |
| e. Staff understand and adhere to the Swimming Policy. | |
| f. Staff understand and adhere to the Transportation Policy. | |
| h. Staff understand and adhere to the Discipline and Child Maltreatment Policy. | |
| i. Staff understand and adhere to the Prevention and Control of Infectious Diseases Policy. | |
| j. Staff understand and adhere to the Handling, Storage, and Disposal of Hazardous Materials and Biological Contaminants Policy. | |
| k. Staff understand and adhere to the Safe Release of Children Policy. | |
| l. Staff understand and adhere to the Parental Access Policy. | |

Determination Codes:

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| 7.0 History of Compliance Standard | |
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| 7.2 Regulations | |
| 7.2.1 Ratios and Group Size | Determination |
| a. Ratios met in all classes/groups of children. | |
| b. If swimming provided, water safety ratios are met. | |
| c. Group size met in all classes/groups of children. | |
| 7.2.2 Supervision | Determination |
| a. Staff are physically near children and have ready access to intervene when needed. | |
| b. Staff focus on the supervision of children at all times. | |
| c. Two qualified staff are on the premises during operating hours and when children are present. | |
| d. The Site Supervisor, Director or Designee was present. | |
| e. Children’s whereabouts must be tracked throughout the facility, and during activities away from the facility. | |
| 7.2.4 Qualified Staff | Determination |
| a. Staff are qualified to supervise children. | |
| 7.2.5 Transportation | Determination |
| a. Child:staff ratios met during transport. | |
| b. Each vehicle has safety restraints in good repair that are age appropriate for children being transported. | |
| c. Children are properly restrained in individual, age-appropriate safety restraints when the vehicle is in motion. | |
| d. Each vehicle has current registration and proof of current insurance. | |
| e. Each driver has a valid Driver’s License. | |
| f. Children are tracked entering/exiting the vehicle. | |
| g. Each driver has access to a cell phone during transport. | |
| h. Each driver has emergency medical/contact information for each child being transported. | |
| i. Program complies with Jacob’s Law. | |
| 7.2.6 Indoor Environment | Determination |
| a. Facility is free from hazards and litter. | |
| b. Facility temperature is between 68-80 degrees. | |
| c. Facility is free from insects, rodents and other pest infestations. | |
| d. Facility is clean and sanitary. | |
| e. Facility has running water. | |
| f. Private bathrooms inside the facility are accessible and operational. | |
| g. Furniture, toys and equipment are clean, in good repair and meet the US Consumer Products Safety Commission (CPSC), if applicable. | |
| h. Hazardous materials such as chemicals (cleaning supplies, poisons such as bug spray), medication is locked and out of the reach of children. | |
| i. Animals present (no reptiles or rodents) must be healthy, clean, and present no apparent threat to the health and safety of children. | |
| j. No weapons are allowed on the premises. | |
| k. Staff bags/personal belongings are kept out of the reach of children. | |
| l. The use of tobacco products, alcoholic beverages, or other illegal substances are not allowed on the premises or while transporting children. | |

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| 7.2.7 Outdoor Environment | Determination |
| a. The exterior of the building is in good repair and does not pose potential hazards. | |
| b. Playground/outdoor areas children use are free of trash and litter | |
| c. The space around building and physical premises is safe for children, by restricting them from unsafe areas and conditions by the use of a fence or barrier that is at least 4 feet high. | |
| d. Playground areas are safe. | |
| e. Playground equipment is safe, firmly anchored, meets US Consumer Products Safety Commission and is rated for commercial use. | |
| f. Adequate cushioning material is provided around fall zones. | |
| g. No use of hot tubs, spas, saunas, trampolines (any size), inflatable bouncy houses, inflatable water slides, or similar equipment. | |
| 7.2.8 Meal Requirements and Food Preparation Service | Determination |
| Meals/snacks are: Prepared on-site Provided by Vendor/School Brought by parents | |
| a. Meals and snacks served meet USDA CACFP meal pattern requirements and dietary needs of children. | |
| b. Food is stored properly to prevent harmful foodborne illnesses. | |
| c. All food preparation equipment, appliances, surfaces, food service areas, kitchenware, tableware, and utensils are clean and in good repair. | |
| d. Food is prepared properly for safe consumption. | |
| e. Foods are monitored and maintained at safe temperatures for consumption. | |
| 7.2.9 Handwashing | Determination |
| a. Proper handwashing procedures are used by staff and children. | |
| b. Liquid soap and disposable paper towels are accessible at every handwashing sink. | |
| 7.2.10 First Aid Kit | Determination |
| a. A first aid kit is accessible to staff wherever children are present. | |
| 13.0 Records Standard | |
| 13.1 Record accessibility | Determination |
| a. Records are kept on-site and are accessible. | |
| 13.2 Tracking sheets | Determination |
| a. Program must maintain the tracking sheets for a period of one year. | |
| 13.3 Staff Records | Determination |
| a. An individual file must be kept on-site for each staff employed. | |
| 13.4 Child Records | Determination |
| a. An individual file must be kept on-site for each child enrolled. | |
| 13.5 Field Trip Records | Determination |
| a. Records must be documented and maintained for each field trip. | |
| 13.6 Practice Drills | Determination |
| a. Records reflect that practice drills are regularly conducted. | |

Signature of School-Age Site Supervisor/Director/Designee: _____

Kira Coleman-Ocampo

Date: _____

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