



Child Care Facility Information

Name: First United Methodist Preschool
ID Number: C18BR0119
Address: 110 E New Haven Ave, Melbourne FL 32901-4560
Phone Number: (321) 724-8345 **Capacity:** 123
Owner/Director/Staff Responsible: Marvetta Graves

Inspection Information

Type: Renewal **Date:** 08/26/2019 **Arrival/Departure Time:** 08:15 AM to 11:02 AM
Staff Present: 9 **Children Present:** 31 **Onsite Visit:** Yes

INSPECTION CHECKLIST

GENERAL REQUIREMENTS

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| 01. License Displayed/Citation Posted/Advertising s.402.3125(1)(a), F.S. | Compliance |
| 02. Minimum Age Requirements CCF Handbook, Section 2.2 | Compliance |
| 03. Ratio Sufficient CCF Handbook, Section 2.3 | Compliance |
| <u>Compliance Comments</u> | |
| 1:8 4 year olds | |
| 2:4 3 year olds | |
| 1:2 2 year olds | |
| 2:12 VPK | |
| 1:5 3 year olds | |
| 04. Supervision CCF Handbook, Section 2.4 | Compliance |
| 05. Transportation CCF Handbook, Section 2.5 | Not Applicable |
| <u>Not Applicable Comments</u> | |
| The provider does not transport children. | |
| 06. Driver's License, Physician Certification & First Aid/CPR Training CCF Handbook, Section 2.5 and CCF Handbook, Section 7.4 | Not Applicable |
| <u>Not Applicable Comments</u> | |
| The provider does not transport children. | |
| 07. Vehicle Insurance and Inspection CCF Handbook, Section 2.5.4 | Not Applicable |
| <u>Not Applicable Comments</u> | |
| The provider does not transport children. | |
| 08. Seat Belts/Child Restraints CCF Handbook, Section 2.5.4 and CCF Handbook, Section 2.5.5 | Not Applicable |
| <u>Not Applicable Comments</u> | |
| The provider does not transport children. | |
| 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

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| 12. Facility Environment CCF Handbook, Section 3.1 | Compliance |
| 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 | Not Applicable |
| <u>Not Applicable Comments</u> Children do not take naps since school is dismissed at 1:00PM. | |
| 19. Nap/Sleep Space Requirements CCF Handbook, Section 3.6.2 | Compliance |
| <u>Compliance Comments</u> Children do not take naps since school is dismissed at 1:00PM. | |
| 20. Crib Requirements CCF Handbook, Section 3.6 | Not Applicable |
| <u>Not Applicable Comments</u> The provider does not take care of infants. | |
| 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> An annual fire drill was done during the inspection. | |

FOOD AND NUTRITION

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| 24. Food Preparation Area CCF Handbook, Section 3.9 | Not Applicable |
| <u>Not Applicable Comments</u> The provider does not prepare food for the children. | |
| 25. Meals and Snacks CCF Handbook, Section 3.9 | Compliance |
| <u>Compliance Comments</u> Parents bring snacks and meals for their children. | |
| 26. Meal and Snack Menus CCF Handbook, Section 3.9.3 & Section 7 | Not Applicable |
| <u>Not Applicable Comments</u> The provider does not prepare food for the children. | |



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| 27. Catered Food and Food Provided by Outside Sources CCF Handbook, Section 7 & Section 3.9.3 | Not Applicable |
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Not Applicable Comments

The provider does not receive food from an outside source.

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| 28. Bottles, Breastmilk, Formula and Infant Food CCF Handbook, Section 3.9 | Compliance |
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SANITATION AND EQUIPMENT

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| 29. Health and Sanitation CCF Handbook, Section 3.6, 3.9, and 3.10 | Compliance |
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| 30. Diapering CCF Handbook, Section 3.10 | Compliance |
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| 31. Indoor Equipment CCF Handbook, Section 3.11 | Compliance |
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| 32. Outdoor Equipment CCF Handbook, Section 3.12 | Compliance |
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TRAINING

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| 33. Training Requirements CCF Handbook, Section 4 | Compliance |
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Compliance Comments

2018-2019 in-service hours were reviewed.

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

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| 35. Communicable Disease Control CCF Handbook, Section 6.1 | Compliance |
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| 36. CPR Requirements CCF Handbook, Section 4.2.4 | Compliance |
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Compliance Comments

CPR/First Aid current.

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| 37. First Aid Requirements CCF Handbook, Section 4.2.4 and 6.2 | Compliance |
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| 38. Emergency Telephone Numbers CCF Handbook, Section 6.3 | Compliance |
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| 39. Accident/ Incident Notification and Documentation CCF Handbook, Section 6.3 & 6.4 | Compliance |
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| 40. Medication CCF Handbook, Section 6.5 | Compliance |
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RECORD KEEPING

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| 41. Immunization Records CCF Handbook, Section 7.1 | Compliance |
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| 42. Student Health and Records CCF Handbook, Section 7.2 | Compliance |
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Compliance Comments

All 31 children's files were reviewed.



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

Compliance Comments

Influenza Brochures will be reviewed after 10/1/2019.

44. Personnel Records CCF Handbook, Section 7.4 Noncompliance

Non-Compliance Description

44-04 The personnel/ volunteer (ten hours or more per month) record did not include a CF-FSP 5337 Child Abuse and Neglect Reporting Requirements form signed annually. CCF Handbook, Section 7.4, C

Comments

Abuse and Neglect forms were last updated on 8/13/2018. The director updated the forms during the renewal inspection.

Due Date Completed at time of inspection

Violation Level **Class 3**

45. Background Screening Documents CCF Handbook, Section 7.4.1 Noncompliance

Non-Compliance Description

45-01 A complete CF-FSP Form 5131, Background Screening and Personnel File Requirements, was not on file for all employees. CCF Handbook, Section 7.4.1, A

Comments

The director and a new staff member did not have the forms in the files. The director and representative updated the forms during the inspection.

Due Date Completed at time of inspection

Violation Level **Class 3**

46. Daily Attendance CCF Handbook, Section 7.5 Compliance

ENFORCEMENT

47. Access/Child Safety CCF Handbook, Section 8 Compliance

Received by: Marvetta Graves
Date: 08/26/2019

Inspected by: Joyce Sebola-Semista
Date: 08/26/2019