



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Encounter

District 2Date 8/12/22

Name	<u>Marshall Academy</u>	License No.	<u>7572</u>
Address	<u>100 Academy Dr; Holly Springs, MS</u>		
Purpose	<u>Program Renewal</u>	Director	<u>N/A</u>
Mileage Start	<u>—</u>	Mileage End	<u>—</u>
County	<u>Marshall</u>	Telephone No.	<u>662-252-3449</u>
Time In	<u>10:00</u>	Time Out	<u>2:40</u>
		Total Time	<u> </u>

Findings/Comments Here to conduct Program Renewal.

- Kitchen 2 refrigerator needs a thermometer
- Playground surfacing needs redistributed around equipment

Capacity worksheet and floor plan updated, discussed and signed.
 Facility has chosen to self-limit to 30 children.

Subchapter 6: Records

Deficiency: 1.6.3 (8) states in part: Each facility shall maintain a notebook containing copies of MSDH #121 Form for both staff and children at the facility.

Findings: During review of records, CCFI observed that 1 child needs a 121, 6 children need updated 121, and 2 staff need a 121.

POC: Facility has until August 26th to have updated 121's on file at the facility. Once received, copies will be sent to CCFI. Children and staff without a 121 cannot return to the facility until their 121's are on file at the facility.

Center Director/Designee/Individual

Child Care Representative

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MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Encounter (Continuation)

Date 8-12-22Facility Name Marshall Academy License No. 7572

Subchapter 1: General

Rule 1.1.4(7) Director Designee: Any individual designated to act as the director, having all responsibility and authority of a director, during the director's short-term absence. A director designee shall, at a minimum, be at least 21 years of age, have a high school diploma or GED, and 2 years' paid experience in a licensed child care facility. Director Designees shall not retain sole director authority in a facility for more than 24 total hours per week.

The provider currently does not have an approved director. Provider has been given to Sept, 5, 2022 to have an approved director. Two people have been met the qualifications to be a designee; however, the 3 mandatory trainings have not been completed.

Designee #1 has completed CC Regulations Part 2, Director's Orientation Part 1 + Part 2, and Playground Safety. CC Regulations Part #1 is scheduled for August 17, 2022.

Designee #2 has completed CC Regulations Part 2, and Playground Safety. CC Regulations Part #1 is scheduled for August 17, 2022.

Designee #1 was not at the facility today; therefore, the licensing official was unable to speak to them about the duties of a designee.

Designee #2 was present but has not completed

[Signature]
Center Director/Designee/Individual

Kristen Taylor
Child Care Representative
Kimberly Clark

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Child Care Encounter (Continuation)

Date 8-12-22

Facility Name Marshall Academy License No. 7572
the 3 mandatory trainings.

Subchapter 5: Personal Requirements

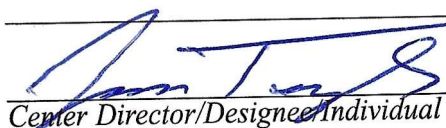
Rule 15, 7(3) states in part, "they shall have full access to all documents of the facility that are necessary for the licensing agency to conduct an inspection or complaint investigation."

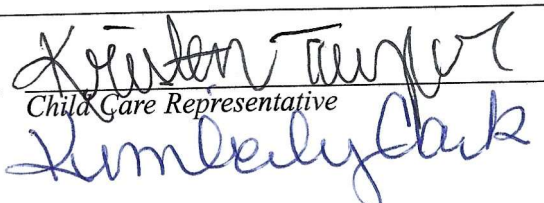
Findings: Facility records are in an office, not accessible to the licensing child care facility staff (designees).

Plan of Correction:

All facility documents and records must be accessible to designees and directors at all time. Provider will create a system that all facility documents will be made to accessible to directors and designees at all times. A filing cabinet will be located on the hall of the licensed child care facility providing a copy of all required documents that will be accessible to the director and designee. —

Marshall Academy #7572 is a licensed child care facility, ages infant - 2 years of age. The pre-K 3 year olds and pre-K 4 year old are accredited by an approved source.


Center Director/Designee/Individual


Child Care Representative
Kimberly Clark

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Facility Name Marshall Academy License No. 7572

The Facility will remain temporarily closed until violations are corrected and a person has met the director and/or designee qualifications to maintain the responsibilities and authority to operate a licensed child care facility.

The Facility cannot care for children at this time. This includes 5 or fewer. Only unlicensed facilities can care for 5 or fewer. A provider cannot be a licensed facility and an unlicensed facility. The provider must choose if they want to be licensed or not licensed.

Unlicensed provider can only care for 5 or fewer. If a provider cares for more than 5 children, the provider must be licensed and comply with the Regulations Governing the Child Care Licensure Division - this is the Law.

Region 1 Supervisor, the licensing official, and the fire marshal met with the provider today to discuss the Kitchens. A fire occurred at the begin this week Aug. 9, 2022 and it was not reported to the Bureau of Child Care Licensure. Rule 1.7.1

An email will be sent to the provider stating all the cited violation and what steps must be complete to correct them. A follow up inspection will be conducted.

Center Director/Designee/Individual

Child Care Representative

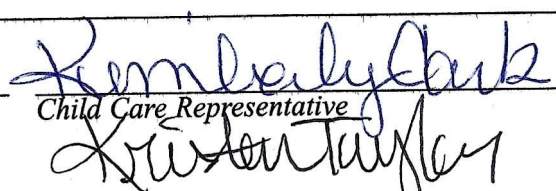
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(Continuation)**Date 8-12-22Facility Name Marshall Academy License No. 7572

Class I and Class II violations may result in a monetary penalty. Repeated violations may result in the doubling of a monetary penalty, suspension, or revocation of license.


Center Director/Designee/Individual
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MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection

County Marshall Date 9/12/22

Facility Name Marshall Academy License Number 7572

Purpose Program Renewal Capacity 30

All Items In Red Are Critical

	In	Out	COS	N/A
Qualified director present	☐	☒	☐	☐
Proper staff to child ratio present	☒	☐	☐	☐
Room and playground capacity met	☒	☐	☐	☐
Center capacity met	☒	☐	☐	☐
License/complaint visible	☒	☐	☐	☐
Certified food manager	☒	☐	☐	☐

Sanitation Approved

Garbage and garbage bins maintained	☒	☐	☐	☐
Vector control maintained	☒	☐	☐	☐
Water system approved and functioning	☒	☐	☐	☐
Waste water system approved and functioning	☒	☐	☐	☐
Food service approved	☒	☐	☐	☐

Possible Monetary Penalty

	Monetary Penalty
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____

	Age/Child/Staff Name
1.	<u>Room 2 / 1yo / 3 / Caregiver #1 & #2</u>
2.	
3.	
4.	
5.	
6.	
7.	

Other Items - Must be corrected

	In	Out	COS	N/A
Children's belongings separated/stored	☒	☐	☐	☐
Evacuation plans posted	☐	☒	☐	☐
Menus posted and served	☐	☒	☐	☐
Plan of activities	☐	☒	☐	☐

Building and Grounds

Walls, ceilings, floors, toys, equipment clean and in good repair (Type)	☐	☒	☐	☐
Lighting approved	☒	☐	☐	☐
Heating/cooling approved	☒	☐	☐	☐
Ventilation adequate	☒	☐	☐	☐
Glass approved and shielded	☒	☐	☐	☐
Telephone on premises, available, and functioning	☒	☐	☐	☐
Electrical outlets protected	☐	☒	☐	☐
Large appliances located properly	☒	☐	☐	☐
Sinks and toilets working properly	☒	☐	☐	☐
Hot water at all sinks, not to exceed 120°	☒	☐	☐	☐
Children barred from kitchen	☒	☐	☐	☐
Vending machine snacks meet nutritional guidelines, if present	☐	☐	☐	☒
Exits, doors and fastening devices single action approved and in good working order	☒	☐	☐	☐
Exits unobstructed	☒	☐	☐	☐
Required smoke detectors, carbon monoxide monitors, fire extinguishers and thermometers placed properly and in good working order	☒	☐	☐	☐
First aid kits stocked and easily accessible	☐	☐	☐	☐
Playground area clean, shaded, well drained and equipped and fence in good repair	☒	☐	☐	☐
Playground equipment meets standards	☒	☐	☐	☐
Pool area clean, fenced, and adequately maintained	☐	☐	☐	☒
Diaper changing stations adequate in number and each fully supplied (number <u>2</u>)	☒	☐	☐	☐

Center Director/Individual

Child Care Representative

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Mississippi State Department of Health

12-10-08

Form No. 281



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Program Review

Facility Name Marshall Academy License No. 7572 Date 8/12/22

- | | Yes | No | N/A | |
|-----|-------------------------------------|-------------------------------------|-------------------------------------|--|
| 1. | ☒ | ☐ | ☐ | Policies and procedures (Parent's Handbook) {Rule 1.4.1} |
| 2. | ☒ | ☐ | ☐ | Proof of Accident/Liability Insurance or documentation that parent has been notified that no insurance is in effect {Rule 1.4.1 (i) & (j)} |
| 3. | ☒ | ☐ | ☐ | Approved arrival and departure procedures {Rule 1.4.1 (2)} |
| 4. | ☒ | ☐ | ☐ | Letter of suitability for staff {Rule 1.5.2 & Rule 1.6.4 (1) (f)} |
| 5. | ☐ | ☒ | ☐ | Attendance records for children and staff {Rule 1.6.3 (1)} |
| 6. | ☐ | ☒ | ☐ | Current alphabetical roster of children (includes date of birth) {Rule 1.6.3 (2)} |
| 7. | ☐ | ☒ | ☐ | Current staff roster (includes date of birth & date of hire) {Rule 1.6.3 (3)} |
| 8. | ☐ | ☒ | ☐ | Monthly records of fire/disaster drills {Rule 1.6.3 (5)} |
| 9. | ☐ | ☒ | ☐ | Medication record with date, time, signature for 90 days {Rule 1.6.3 (6)} |
| 10. | ☐ | ☒ | ☐ | Immunization Records for Children and Staff {Rule 1.6.3 (8)} |
| 11. | ☐ | ☒ | ☐ | Personnel records (attach employee's records form) {Rule 1.6.4} |
| 12. | ☐ | ☐ | ☒ | Volunteer records {Rule 1.6.5 & Rule 1.6.6} |
| 13. | ☐ | ☒ | ☐ | Children records (attach children's records form) {Rule 1.6.7} |
| 14. | ☒ | ☒ | ☐ | Reports of serious occurrences made as required {Rule 1.7.1} |
| 15. | ☐ | ☐ | ☒ | Communicable diseases reported as required {Rule 1.7.3} |
| 16. | ☐ | ☒ | ☐ | Daily written reports provided to parents for infants and toddlers {Rule 1.7.4} |
| 17. | ☐ | ☒ | ☐ | Staff present who hold valid CPR and First Aid Certification {Rule 1.8.1 (4) & (5)} |
| 18. | ☐ | ☒ | ☐ | Age appropriate program of activities posted in each room {Subchapter 9} |
| 19. | ☒ | ☐ | ☐ | Required toys present in infant room {Rule 1.10.1 (2)} |
| 20. | ☒ | ☐ | ☐ | Required toys present in toddler room {Rule 1.10.1 (3)} |
| 21. | ☒ | ☐ | ☐ | Required toys present preschool room {Rule 1.10.1 (4)} |
| 22. | ☒ | ☐ | ☐ | Licensed pest control contractor {Rule 1.11.14} |
| 23. | ☐ | ☐ | ☒ | Pets present (proof of immunization as required, signed by veterinarian) {Rule 1.12.6} |
| 24. | ☐ | ☐ | ☒ | Appropriate discipline policy followed {Subchapter 14} |
| 25. | ☐ | ☐ | ☒ | Appropriate transportation policy followed {Subchapter 15} |
| 26. | ☐ | ☐ | ☐ | Infant feeding schedules posted (Appendix C, VII) |

Comments/Recommendations _____

- ☐ Pass –
- ☒ License to be issued: ☐ Regular ☐ Probational ☐ Restricted
- ☒ Fail
- ☒ Follow-up within 30 days Sept 19, 2022
- ☐ Director ☐ Designee

Kristen Taylor
Child Care Representative

Kimberly Clark

Child Care Licensure Playground Checklist

Center Name Marshall Academy Inspection Date 8/12/22

YES NO N/A

- ☒ ☐ ☐ 1. Playground fence less than 3 1/2" from surface. (Rule 1.11.9 (8), pg 48) In good repair, with no gaps? (Rule 1.11.9 (8), pg 48)
- ☒ ☐ ☐ 2. 2 entrances/exits, with one being remote from the building? (Rule 1.11.9 (8), pg 48)
- ☒ ☐ ☐ 3. Is surfacing adequate? If not, where is it inadequate? (CPSC, 2.4.2, pg8)
- ☒ ☐ ☐ 4. AC units, high-voltage cabling/wires inaccessible? (Rule 1.11.9 (5), pg 47)
- ☒ ☐ ☐ 5. No standing water present on playground or in/on playground equipment or walkways? (CPSC 2.4.2.2-5, pg 10)
- ☒ ☐ ☐ 6. Toys & equipment in good repair? (none broken/deteriorating) (Rule 1.10.2 (2), pg 36)
- ☒ ☐ ☐ 7. Sidewalks provide smooth walking surface? (no trip hazards) (CPSC 3.6, pg 15)
- ☒ ☐ ☐ 8. All bolts on equipment & fence <2 threads beyond the nut? Are all bolts and fencing twists/wires facing away from the playground area? (Rule 1.11.9 (5), pg 47)
- ☒ ☐ ☐ 9. Tree limbs at least 7ft. above play surfaces? Is fence free of brush/overgrowth? (CPSC 3.4, 3.5, pg 15)
- ☒ ☐ ☐ 10. Are use zones adequate? If not, where are they inadequate? (CPSC 5.3.9, pg 40)
- ☐ ☐ ☒ 11. If swings are present, are S-hooks in good repair? If not, state deficiency _____ (CPSC 3.2, pg13)
- ☒ ☐ ☐ 12. If slide is present, is exit height/exit zone adequate? If not, state deficiency _____ (CPSC 5.3.6.4-5 pgs 34-35)
- ☐ ☐ ☒ 13. Are spring rockers a minimum of 6 ft. apart? (ASTM 9.5.1.2, pg 15)
- ☒ ☐ ☐ 14. Is age-appropriate equipment being used? If not, state which pieces are inappropriate _____ (Rule 1.10.2, pg 36)
- ☒ ☐ ☐ 15. Is playground area clean & free of hazards? If not, state deficiency. _____ (Rule 1.11.11 (1), pg 49)
- ☒ ☐ ☐ 16. Is adequate shade present on the playground? (CPSC 2.1.1, pg 5)
- ☒ ☐ ☐ 17. Are concrete footings located at least 6" beneath the surface? (Rule 1.10.2 (2), pg 36)
- ☒ ☐ ☐ 18. Is wood smooth? Documentation provided that wood has been properly treated. (CPSC 2.5.5)

Director [Signature] Licensing Official Kristen Taylor, CCFI 2
[Signature]