



## MISSISSIPPI STATE DEPARTMENT OF HEALTH

# Child Care Facility Inspection Report

BELMONT HEADSTART  
License #: 4734  
Director: VICKIE PUTNAM

Inspection Date: 08/29/2022  
Annual/Mid Inspection  
Inspector: Kristen Taylor

### Program Administration Violations Cited

1. **Out of Compliance:** All required facility records are present and up-to-date: (1) child and employee attendance records, (2) alphabetical roster of children, (3) alphabetical roster of staff and volunteers, (4) current license, (5) records of monthly fire /disaster drills, (6) medication log, (7) volunteer log, (8) notebook of 121 forms for staff members and children w/roster, (9) notebook with Letters of Suitability for all employees w/roster. (Rule 1.6.3 Page 29)

#### Plan of Correction

1. **POC:** During review of records, CCFI observed that a fire/disaster drill has not been conducted for the new year. The facility will conduct drill by August 31st and send updated log to CCFI by September 1, 2022.  
**Person Responsible:** Director    **Date for Completion:** August 31, 2022

### Kitchen Violations Cited

No violations cited.

### Nutritional Guidelines Violations Cited

No violations cited.

### Playground Violations Cited

No violations cited.

### Preschool Classroom Violations Cited

Unit 1 - Classroom Number: 1

1. **Out of Compliance:** Ceiling, Floor, and/or floor covering is properly installed, kept clean, in good condition, and in good repair. (Rule 1.11.1(8) Page 51)

Preschool Classroom - Classroom Number: 1

1. **POC:** During walkthrough of facility, CCFI observed that Unit 1 had a hole in the ceiling and water damage in the ceiling. The facility stated that the ceiling damage is from the storm damage that was reported to CCFI on March 31, 2022. Per facility, the children have not been in Unit 1 and have been moved to Unit 4 in Building 2 until the ceiling is repaired. The facility will send pictures of the ceiling when repaired to CCFI. CCFI must approve Unit 1 to be used, before children can return to this room. The facility will have the ceiling repaired by September 12, 2022. If the facility needs an extension, the facility must email CCFI before September 12th.

**Person Responsible:** Director    **Date for Completion:** September 12, 2022

Unit 2 - Classroom Number: 2

No violations cited.

Preschool Classroom - Classroom Number: 2

Unit 4 - Building 2 - Classroom Number: 4

No violations cited.

Preschool Classroom - Classroom Number: 4

Unit 3 - Classroom Number: 3

No violations cited.

Preschool Classroom - Classroom Number: 3

**Legend**

- COS: Corrected on Site
- POC: Plan of Correction

**Child Care Director Signature**



**MSDH Licensure Representative Signature**



