



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Child Care Facility Inspection Report

BELMONT HEADSTART
License #: 4734
Director: VICKIE PUTNAM

Inspection Date: 02/08/2023
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 two children that need updated 121s. The facility will have updated 121s on file at the facility by February 22nd. Once received, copies will be sent to CCFI. If the children do not have updated 121s on file at the facility by February 22nd, they cannot return until they do.

Person Responsible: Director **Date for Completion:** February 22, 2023

Kitchen Violations Cited

No violations cited.

Nutritional Guidelines Violations Cited

No violations cited.

Playground Violations Cited

No violations cited.

Preschool Classroom Violations Cited

Room 2 - Classroom Number: 2

No violations cited.

Preschool Classroom - Classroom Number: 2

Room 3 - Classroom Number: 3

No violations cited.

Preschool Classroom - Classroom Number: 3

Room 1 - Classroom Number: 1

No violations cited.

Preschool Classroom - Classroom Number: 1

Legend

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

Child Care Director Signature

A handwritten signature in black ink that reads "Vickie Putnam". The script is cursive and fluid.

MSDH Licensure Representative Signature

A handwritten signature in black ink that reads "Kristen Taylor". The script is cursive and fluid.