

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

Facility Name Windsor Hill Elementary Facility CC#: 044226
 Facility Address (Street, City, Zip Code) 8600 William Moultrie Dr., North Charleston, SC 29420
 Telephone Number: 843-323-8977 Facility Supervisor/Designee/Contact: Mikhala Landry
 Date of Inspection: 4/23/25 Time of Inspection: 1:30pm ABC Quality Staff: Alyssa Willis
 Type of Inspection: ☐ Enrollment ☐ Annual ☐ Complaint ☒ Follow-up ☐ Self-report
 If follow-up, list date of previous inspection: 4/7/25
 Is this visit the result of a serious injury? no or fatality of a child? no
 Maximum # of Children enrolled: 66 Number of children observed: 54
 Age range of children: enrolled 5-11 observed 5-11
 Hours of Operation: School Year 2-6pm Summer (if applicable) 7am-6pm

4.0 Eligibility Standard

4.1 Program Operations

4.1.3 Program operates within legal parameters.

Determination

a. Operating hours are in compliance.	N/A
b. Serves only children ages five years and older.	N/A

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.	N/A
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4.2 Program eligibility

4.2.3 Written Policies (Interviews)

Determination

a. Staff understand and adhere to the Medication Policy.	N/A
b. Staff understand and adhere to the Emergency Medical Care Policy.	N/A
c. Staff understand and adhere to the Emergency Preparedness Policy	N/A
d. Staff understand and adhere to the Child Abuse and Neglect Policy	N/A
e. Staff understand and adhere to the Swimming Policy.	N/A
f. Staff understand and adhere to the Transportation Policy.	N/A
h. Staff understand and adhere to the Discipline and Child Maltreatment Policy.	N/A
i. Staff understand and adhere to the Prevention and Control of Infectious Diseases Policy.	N/A
j. Staff understand and adhere to the Handling, Storage, and Disposal of Hazardous Materials and Biological Contaminants Policy.	N/A
k. Staff understand and adhere to the Safe Release of Children Policy.	N/A
l. Staff understand and adhere to the Parental Access Policy.	N/A

Determination Codes:

N/O = Not Observed during visit, C = Compliant with requirement, N – Noncompliance with requirement, N/A = Non- Applicable, COS – Corrected on-site

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

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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.	N/A
b. Playground/outdoor areas children use are free of trash and litter	N/A
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.	N/A
d. Playground areas are safe.	N/A
e. Playground equipment is safe, firmly anchored, meets US Consumer Products Safety Commission and is rated for commercial use.	N/A
f. Adequate cushioning material is provided around fall zones.	N/A
g. No use of hot tubs, spas, saunas, trampolines (any size), inflatable bouncy houses, inflatable water slides, or similar equipment.	N/A
7.2.8 Meal Requirements and Food Preparation Service	Determination
Meals/snacks are: <input type="checkbox"/> Prepared on-site <input checked="" type="checkbox"/> Provided by Vendor/School <input type="checkbox"/> Brought by parents	
a. Meals and snacks served meet USDA CACFP meal pattern requirements and dietary needs of children.	N/A
b. Food is stored properly to prevent harmful foodborne illnesses.	N/A
c. All food preparation equipment, appliances, surfaces, food service areas, kitchenware, tableware, and utensils are clean and in good repair.	N/A
d. Food is prepared properly for safe consumption.	N/A
e. Foods are monitored and maintained at safe temperatures for consumption.	N/A
7.2.9 Handwashing	Determination
a. Proper handwashing procedures are used by staff and children.	N/A
b. Liquid soap and disposable paper towels are accessible at every handwashing sink.	N/A
7.2.10 First Aid Kit	Determination
a. A first aid kit is accessible to staff wherever children are present.	N/A
13.0 Records Standard	
13.1 Record accessibility	Determination
a. Records are kept on-site and are accessible.	C
13.2 Tracking sheets	Determination
a. Program must maintain the tracking sheets for a period of one year.	C
13.3 Staff Records	Determination
a. An individual file must be kept on-site for each staff employed.	N/A
13.4 Child Records	Determination
a. An individual file must be kept on-site for each child enrolled.	N/A
13.5 Field Trip Records	Determination
a. Records must be documented and maintained for each field trip.	N/A
13.6 Practice Drills	Determination
a. Records reflect that practice drills are regularly conducted.	N/A

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



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