

South Carolina Department of Social Services
Office of Child Care Licensing
INSPECTION VISIT FORM FOR LICENSED CENTERS

Facility Name: West Ashley Head Start
Permit #: 23065

Date of Inspection: 1-20-23 Time of Inspection: 11:15
Type of Inspection: ☐ Annual ☒ Complaint ☐ Follow Up (original inspection date _____)
Reason for Follow up: ☐ clear up pending deficiency ☐ Self-Report

Address: 1401 Ashley River Road, CHARLESTON, SC 29407

Telephone #: 843-671-2424

Any changes in contact info (Phone/Email/Fax)? ☐ Yes ☒ No

Hours of Operation: Single Shift

Overnight Care? ☐ Yes ☒ No

Center Director/Designee: Karen Middleton

Change in Ownership or Director? ☐ Yes ☒ No If yes, Name: _____

Maximum number of children: 152

Building 1: ☒

Building 2: ☐

Building 3: ☐

☐ CDEP

Maximum number of infants: 33

☐ 24 months ☐ 30 months ☐ I-4 facility

Infants are in designated rooms? ☒ Yes ☐ No ☐ N/A

Menus posted in public view: ☒ License ☒ Menu ☒ Ratio Chart (All classrooms)

Does facility transport children? ☐ Yes ☒ No ☐ N/A

MANAGEMENT, ADMINISTRATION & STAFFING 114.501

SUPERVISION 114.501

	C	N	N/A		C	N	N/A
Staff files are in compliance H(1-7)	☐	☒	☐	Adequate supervision throughout facility A(1-2)	☐	☒	☐
Training hours up-to-date K(5)(b-c)	☐	☐	☒	Facility following tracking of children procedures A(3)	☒	☐	☐
At least 1 person with CPR & 1st Aid on the premises K(5)(h)	☐	☐	☒	Ratios adequate in all classrooms and on playground B, C	☐	☒	☐

HEALTH, SANITATION & SAFETY 114.505

	C	N	N/A		C	N	N/A
Children's faces/hands are clean B(1)	☐	☐	☒	Proper diaper changing practices were observed F(1-16)	☐	☐	☒
Medicine and harmful items labeled and stored properly D(2)	☐	☐	☒	Proper handwashing practices were observed G(4)	☐	☐	☒
First Aid kit in facility and in vehicle if transport E(1), I(1)(a)	☐	☐	☒	No smoking/consumption of alcoholic beverage A(3)	☐	☐	☒

PHYSICAL SITE 114.507

	C	N	N/A		C	N	N/A
Ventilation and lighting & sufficient A(2)(a-d), (4)(a-c)	☐	☐	☒	Playground equip. safe & firmly anchored B(7)	☐	☐	☒
No strangulation/choking/suffocation hazards A(5)(i)(i-iii)	☐	☐	☒	Adequate cushioning material; at least 6ft fall zone B(8)	☐	☐	☒
Ceiling, floors, windows, doors free from hazards A(5)(d)	☐	☐	☒	Fencing/safety barriers 4ft. in height, in good repair B(4)	☐	☐	☒
Building(s) temp between 68-80°F A(7) if no, close in 4 hrs.	☐	☐	☒	Outdoor space free from hazards and litter B(2)	☐	☐	☒
Facility free from pest problems (insects, rodents) A(5)(b-c)	☐	☐	☒		C	N	N/A
Garbage kept properly in plastic lined receptacles A(8) (d-1)	☐	☐	☒	Play Pens observed C(4)	☐	☐	☒
Electrical outlets are securely covered A(11)(c)	☐	☐	☒	Cribs meet federal standards (reviewed certificate) D(1)	☐	☐	☒
Sink area has running water A(12)(d)	☐	☐	☒	Cots, mats, cribs labeled or charted for each child D(2)	☐	☐	☒
Soap and disposable towels available at sink A(12)(i)	☐	☐	☒		C	N	N/A
Furniture, toys & equipment are clean and in good repair C(1)	☐	☐	☒	Written, planned, daily program of activities that is developmentally & age appropriate observed A(1-3)	☐	☐	☒
Furniture, toys & equipment meets the CPSC standards C(2)	☐	☐	☒	Positive, non-abusive discipline practice B(1)	☐	☐	☒
Healthy pets/animals (Vaccination record up-to-date) E(4)	☐	☐	☒				

INFANT REQUIREMENTS 114.508

	C	N	N/A		C	N	N/A
Meals & snacks in compliance with USDA A(1)(b)	☐	☐	☒	Round, firm foods are not offered to children under 4 yrs. Old, unless properly cut to prevent choking risk A(3)	☐	☐	☒
Clean, wholesome, unspoiled, properly labeled food A(4)	☐	☐	☒	Food stored & handled properly D(1)	☐	☐	☒
Food preparers have proper hair restraints B(5)	☐	☐	☒	All cleaning & poisonous items stored away from food D	☐	☐	☒
Refrigerators have thermometers, temp under 45°F D(2-3)	☐	☐	☒				

INFANT CARE 114.509

TRANSPORTATION 114.5151

	C	N	N/A		C	N	N/A
Infants are placed on their back to sleep A(5)(a)	☐	☐	☒	Vehicle has proper safety restraints & in good repair I(1)	☐	☐	☒
No bottles propped or given in cribs or on mats A(3)(c)	☐	☐	☒	Checklist for loading/unloading children reviewed (2)(d)	☐	☐	☒
Food for toddlers cut in pieces 1/2 inch or less A(3)(k)	☐	☐	☒	Driver's (valid) driver's license reviewed (1)(f)	☐	☐	☒
Food for infants cut in pieces 1/2 inch or less A(3)(l)	☐	☐	☒				
Crock pots, bottle warmers, are inaccessible to children, No microwaving of beverages observed A(3)(d)	☐	☐	☒				
Cups and bottles labeled with child's name & used only by that child A(3)(a)	☐	☐	☒				
				No violations noted at the time of visit ☐			

Signature of Director/Operator/Designee: _____

Date: 1/20/23 ☐ Refused to sign

Signature of Child Care Licensing Specialist: _____

Date: 1-20-23