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

Facility Name: Windsor Academy
Permit #: 16777
Date of Inspection: 12-5-19 Time of Inspection: 10:45
Type of Inspection: ☐ **Annual** ☐ **Complaint** ☑ **Follow Up (original inspection date** 10-31-19 **)**
Reason for Follow up: ☐ **clear up pending deficiency** ☐ **Self-Report**

Address: 952 Old Cherokee Road Lexington, SC 29072
Telephone #: (803) 808-3285
Hours of Operation: M-F,6:30a-6:00p
Any changes in contact info (Phone/Email/Fax)? ☐ Yes ☑ No
Overnight Care? ☐ Yes ☑ No
Center Director/Designee: Jeannie Henry Locklear, Director
Change in Ownership or Director? ☐ Yes ☑ No If yes, Name: _____
Maximum number of children: 142
Building 1: _____ Building 2: _____ Building 3: _____ ☐ CDEP
Maximum number of infants: 65
☐ 24 months ☑ 30 months ☐ I-4 facility **Infants are in designated rooms?** ☑ Yes ☐ No ☐ N/A
Items posted in public view: ☑ License ☑ Menu ☑ Ratio Chart (All classrooms) **Does facility transport children?** ☑ Yes ☐ No ☐ N/A

MANAGEMENT, ADMINISTRATION & STAFFING 114-503	C	N	N/A
Staff files are in compliance **H(1-7)**	☐	☐	☐
Training hours up-to-date **K(5)(b-c)**	☐	☐	☐
At least 1 person with CPR & 1st Aid on the premises **K(5)(h)**	☑	☐	☐

SUPERVISION 114-504	C	N	N/A
Adequate supervision throughout facility **A(1-2)**	☑	☐	☐
Facility following tracking of children procedures **A(3)**	☐	☑	☐
Ratios adequate in all classrooms and on playground **B, C**	☑	☐	☐

HEALTH, SANITATION & SAFETY 114-505	C	N	N/A
Children's faces/hands are clean **B(1)**	☐	☐	☑
Medicine and harmful items labeled and stored properly **D(2)**	☐	☐	☑
First Aid kit in facility and in vehicle if transport **E(1), I(1)(g)**	☐	☐	☑

	C	N	N/A
Proper diaper changing practices were observed **F(1-16)**	☐	☐	☑
Proper handwashing practices were observed **G(4)**	☐	☐	☑
No smoking/consumption of alcoholic beverage **A(3)**	☐	☐	☑

PHYSICAL SITE 114-507

BUILDING	C	N	N/A
Ventilation and lighting & sufficient **A(2)(a-d), (4)(a-c)**	☑	☐	☐
No strangulation/choking/suffocation hazards **A(5)(g)(i-iii)**	☐	☐	☑
Ceiling, floors, windows, doors free from hazards **A(5)(d)**	☑	☐	☐
Building(s) temp between 68-80°F **A(7)** If no, close in 4 hrs.	☑	☐	☐
Facility free from pest problems (Insects, rodents) **A(8)(b-c)**	☐	☐	☑
Garbage kept properly in plastic lined receptacles **A(8) (d-i)**	☐	☐	☑
Electrical outlets are securely covered **A(11)(c)**	☐	☐	☑
Sink area has running water **A(12)(d)**	☐	☐	☑
Soap and disposable towels available at sink **A(12)(i)**	☐	☐	☑
Furniture, toys & equipment are clean and in good repair **C(1)**	☐	☐	☑
Furniture, toys & equipment meets the CPSC standards **C(2)**	☐	☐	☑
Healthy pets/animals (Vaccination record up-to-date) **E(4)**	☐	☐	☑

PLAYGROUND	C	N	N/A
Playground equip. safe & firmly anchored **B(7)**	☐	☐	☐
Adequate cushioning material; at least 6ft fall zone **B(9)**	☐	☐	☐
Fencing/safety barriers 4ft. in height, in good repair **B(4)**	☐	☐	☐
Outdoor space free from hazards and litter **B(2)**	☐	☐	☐

RESTING	C	N	N/A
Play Pens observed **C(4)**	☐	☐	☑
Cribs meet federal standards (reviewed certificate) **D(1)**	☐	☐	☑
Cots, mats, cribs labeled or charted for each child **D(2)**	☐	☐	☑

PROGRAM 114-506	C	N	N/A
Written, planned, daily program of activities that is developmentally & age appropriate observed **A(1-3)**	☐	☐	☑
Positive, non-abusive discipline practice **B(1)**	☐	☐	☑

MEAL REQUIREMENTS 114-508

	C	N	N/A
Meals & snacks in compliance with USDA **A(1)(b)**	☐	☐	☑
Clean, wholesome, unspoiled, properly labeled food **A(4)**	☐	☐	☑
Food preparers have proper hair restraints **B(5)**	☐	☐	☑
Refrigerators have thermometers, temp under 45°F **D(2-3)**	☑	☐	☐

	C	N	N/A
Round, firm foods are not offered to children under 4 yrs. Old, unless properly cut to prevent choking risk **A(3)**	☐	☐	☑
Food stored & handled properly **D(1)**	☐	☐	☐
All cleaning & poisonous items stored away from food **D**	☐	☐	☑

INFANT CARE 114-509

	C	N	N/A
Infants are placed on their back to sleep **A(5)(a)**	☐	☐	☑
No bottles propped or given in cribs or on mats **A(3)(c)**	☐	☐	☑
Food for toddlers cut in pieces ½ inch or less **A(3)(k)**	☐	☐	☑
Food for infants cut in pieces ¼ inch or less **A(3)(j)**	☐	☐	☑
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)**	☐	☐	☑

TRANSPORTATION 114-505 I

	C	N	N/A
Vehicle has proper safety restraints & in good repair **I(1)**	☐	☐	☑
Checklist for loading/unloading children reviewed **(2)(d)**	☐	☐	☑
Driver's (valid) driver's license reviewed **(1)(f)**	☐	☐	☑

C-Compliant with Regulation
N-Noncompliant with Regulation

No violations noted at the time of visit ☐

Signature of Director/Operator/Designee: Jeannie Locklear Date: 12-5-19 ☐ Refused to sign

Signature of Child Care Licensing Specialist: [illegible] Date: 12-5-19