

State of New Jersey
 Department of Children and Families
Office of Licensing

License ID: 16LIT0002

Complaint # 895

COMPLAINT INVESTIGATION SUMMARY REPORT

Name of Center: Little Steps to Learning			Name of Sponsor/Board President: High Mountain Presbyterian		
Street: 198 Squaw Brook Road			Street: 198 Squaw Brook Road		
City: North Haledon	State: NJ	Zip: 07508	City: North Haledon	State: NJ	Zip: 07508
Phone: (973) 427-6128	County: Passaic		License Status: Regular 12/1/2018	Date Allegation(s) Received: 10/17/2018	Date(s) Investigation Conducted: 10/18/2018

ALLEGATIONS	FINDINGS	RESULTS
1. Inadequate hours for credential staff: The director may not be present for 50% of the center’s operating hours as required.	1. At the time of the investigation, the director was not present at the center but arrived within a short time. Interviews with the director and staff denied the allegation and indicated that the director is present 50% of the center’s daily operating hours as required. Documentation was incomplete wherein the director’s attendance records were not available for review. The center needs to ensure that the director is present at the center at least 50% of the center’s daily operating hours and maintain a daily record of attendance for the director.	<u>1. Substantiated</u>
2. Inadequate procedures for center management: The center does not have a director designee as required.	2. At the time of the investigation, the director designee was present at the center. Interviews with the director, designee and staff denied the allegation and indicated that the director designee is assigned and always present at the center when the director is not at the center. As a result of observation and interviews this allegation could not be substantiated.	<u>2. Unsubstantiated</u>

OBSERVATION AT THE CENTER REVEALED THAT THE CENTER: Is free of imminent hazards/risk of harm: Yes Meets staff/child ratio requirements: Yes	Has adequate supervision: Yes Is operating within licensed capacity: Yes	As a result of this inspection 1 violation(s) applicable to the allegations was cited and 1 additional violation(s) was cited.
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Inspector(s) Name(s) and Title(s): Sharonda Clark, Child Care Quality Assurance Inspector I