



**MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION**  
**OFFICE OF CHILDHOOD - CHILD CARE COMPLIANCE**  
**COMPLAINT INVESTIGATION OF**  
**SUBSTANTIATED STATUTE OR RULE VIOLATIONS**

**DATE OF REPORT**  
7/22/2022

**DVN**  
002138314

**FACILITY NAME**

THE GODDARD SCHOOL

**FACILITY ADDRESS**

1108 SULPHUR SPRING RD

**CITY**

MANCHESTER

**ZIP CODE**

63021-3707

**PHONE NUMBER**

(636) 686-7277

**COUNTY**

ST LOUIS

**ASSIGNED SPECIALIST**

SPAULDING, STEPHANIE

**RULE/STATUTE VIOLATION(S)**

**VIOLATION(S)**

5 CSR 25-500.182(1)(A)1.

Caregivers shall not leave any child without competent adult supervision.

5 CSR 25-500.182(1)(A)3.

Caregivers shall provide frequent, direct contact so children are not left unobserved on the premises.

5 CSR 25-500.192(5)(B)

Information regarding the date and circumstance of any accident or injury shall be noted in the child's record.

**CONCLUSION SUMMARY**

Compliance Inspector (CI) Stephanie Spaulding investigated an allegation that Marla Brunk (member) reported that Child A who is 2-years-old was left outdoors alone for six minutes. On July 21, 2022, Teachers Sophia Ghoulson and May Khouraz escorted the two-year-old classroom outdoors at 10:30 a.m. The 2-year-old classroom was brought back inside about 15-20 minutes later. Reportedly, six minutes later, it was noted that Child A was not with the group. Another classroom went outdoors six minutes later. At that time, it was noted that Child A was still in the treehouse alone. Parent A was notified. Based on interviews with the staff of The Goddard School and observation of the video footage provided by The Goddard School, this allegation is found to be substantiated and the following rule violations are being cited.

5 CSR 25-500.182(1)(A)1. - Caregivers shall not leave any child without competent adult supervision.

AND

5 CSR 25-500.182(1)(A)3. - Caregivers shall provide frequent, direct contact so children are not left unobserved on the premises.

On July 22, 2022, managing member, Marla Brunk; director, Emily Skelton; and caregiver, May Khouraz all confirmed that Child A was left on the playground for six minutes on July 21, 2022 and that the name to face policy was not followed.

On July 22, 2022 CI Spaulding observed video footage from July 21, 2022 when Child A was left unsupervised on the playground. CI Spaulding observed the children line up and enter the classroom at 9:40 am on July 21, 2022. At 9:40 am on July 21, 2022, CI Spaulding observed caregiver, Sophia Gholson perform a "sweep" of the playground. At 9:41:13 am, Sophia is standing at the tot tree when she turns toward the classroom and enters the building. At 9:47:15 am, the next classroom is observed coming out onto the playground. At 9:49:55 am, caregiver, May Khouraz is observed coming to the playground from the classroom. May is seen going directly to the tot tree and retrieves Child A. CI Spaulding was informed that the video footage time is behind 44 minutes from actual time. CI Spaulding also determined based on video footage that Child A was unattended for almost ten minutes.

On July 25, 2022, caregiver, Sophia Gholson confirmed that Child A was left outside on the playground and that the name to face policy was not followed.

On July 25, 2022, CI Spaulding conducted a phone interview with Parent A. Parent A stated that the owner called her on Thursday, July 21, 2022 and told her about the incident involving Child A. Parent A does not think that the teachers followed procedure as they should have. Parent A was told that Child A was discovered by another class that had come to the playground. The facility told her that they believed Child A was unattended for about six minutes.

During the investigation, CI Spaulding also determined that no documentation was placed in Child A's file regarding the incident on July 21, 2022. Therefore, the following rule violation is also being cited.

5 CSR 25-500.192(5)(B) - Information regarding the date and circumstance of any accident or injury shall be noted in the child's record.

On July 25, 2022, director, Emily Skelton stated that there is no documentation regarding the incident on July 21, 2022 in Child A's file.

### CORRECTIVE MEASURES

CORRECTIVE MEASURE	COMPLETED (Y/N)	COMPLETED DATE
The facility shall develop and implement a plan as to how concerns, incidences, accidents and injuries to children will be documented and kept in the children's files. The plan shall be reviewed with all staff members (paid employees and paid/unpaid volunteers) and all staff members shall sign a statement that they understand and agree to adhere to the policy. These statements shall be submitted to the Office of Childhood.	Yes	8/29/2022

CORRECTIVE MEASURE	COMPLETED (Y/N)	COMPLETED DATE
The facility shall have all staff members (paid employees and paid/unpaid volunteers) obtain one clock hour of approved training on The Supervision of Children. The Goddard School network. Training may be obtained from the Missouri Workshop Calendar. The training calendar can be found at <a href="http://www.moworkshopcalendar.org/">http://www.moworkshopcalendar.org/</a> . The local Child Care Aware agency may also assist in finding training. The Child Care Aware website can be found at <a href="http://www.childcareaware.org/">http://www.childcareaware.org/</a> . Verification of training completion shall be from the Open Initiative Toolbox report.	Yes	9/6/2022

DISPOSITION	DISPOSITION DATE
SUBSTANTIATED	8/11/2022

APPROVING SUPERVISOR
CHRISCO, MARLA L