



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

DATE OF REPORT
8/20/2021

DVN
000525346

FACILITY NAME

UNION HILL DAY SCHOOL, INC.

FACILITY ADDRESS

2911 MAIN ST

CITY

KANSAS CITY

ZIP CODE

64108-3321

PHONE NUMBER

(816) 756-2911

COUNTY

JACKSON

ASSIGNED SPECIALIST

NURNBERG, TONY A

RULE/STATUTE VIOLATION(S)

VIOLATION(S)

5 CSR 25-500.132(8)(A)

A personal interview with the parent(s) and child to exchange information and arrive at a mutual decision about admitting a child;

5 CSR 25-500.132(8)(D)

Discussion of the parental plan for providing for the care of the school-age child on scheduled days of school closings; and

5 CSR 25-500.132(8)(E)

Completion by the parent(s) of the following written information which shall be on file before the child is accepted for care:

5 CSR 25-500.132(8)(E)1.

All information required by 19 CSR 30-62. 222 Records and Reports;

5 CSR 25-500.132(8)(E)2.

Information regarding a child's personal development, behavior patterns, habits, and individual needs;

5 CSR 25-500.132(8)(E)5.

Information indicating that the child has completed age-appropriate immunizations, is in the process of completing immunizations, or is exempt from immunization requirements as defined by 19 CSR 30 62. 192 Health Care;

5 CSR 25-500.222(1)

The child care provider shall maintain accurate records to meet administrative requirements and to ensure knowledge of the individual needs of children and their families.

5 CSR 25-500.222(2)

An individual file shall be kept to identify each child and enable the provider to communicate with the parent(s) , guardian or legal custodian of the child in an emergency. Records shall include:

5 CSR 25-500.222(2)(A)

The child's full name, address, birth-date and the date care begins and ends;

5 CSR 25-500.222(2)(B)

Full name of the parent(s) , guardian or legal custodian, home address, employers' name and address, work schedule, and home and work telephone numbers;

5 CSR 25-500.222(2)(C)

Name, address and telephone number of another individual (friend or relative) who might be reached in an emergency when the parent(s) , guardian or legal custodian cannot be reached;

5 CSR 25-500.222(2)(D)

Name and phone number of the family physician, hospital, or both, to be used in an emergency;

5 CSR 25-500.222(2)(E)

Name of the individual(s) authorized to take the child from the facility; and

5 CSR 25-500.222(2)(F)

Field trip and transportation authorization.

CONCLUSION SUMMARY

The director and a staff reported Child A attended the child care center for two days . Child A's parent did not complete the enrollment form or have an immunization record on file. There was no communication between the administrative staff and a

parent. The facility was not aware of a parent had given permission for Child A to attend the child care center . The parent was not interviewed prior to Child A attending the center. There was no plan for providing care for Child A. The required forms were not provided. Based on all statements the allegation is substantiated.

CORRECTIVE MEASURES

CORRECTIVE MEASURE	COMPLETED (Y/N)	COMPLETED DATE
The facility will provide a statement indicating that they will have all necessary forms completed and signed by a parent prior to a child attending the facility.	Yes	8/30/2021

DISPOSITION	DISPOSITION DATE
SUBSTANTIATED	4/20/2022

APPROVING SUPERVISOR
NURNBERG, TONY A