

# Review of Head Start Quality Assurance Report





**Quality Assurance Report  
October 2023**

**Conducted** (*Project is either still in progress OR has ended, but report has not yet been officially submitted to providers*):

- Disabilities Review
- 45-Day Education Screening
- 45-Day Health Screening
- Critical Health Concerns Review
- Nutrition Review

**Completed** (*Project ended and report was officially submitted to providers*):

- Health & Safety Screening – Classroom Safety
- Health & Safety Screening – Transportation

<b>Health &amp; Safety Screening – Classroom Safety Review:</b>	
Areas of Non-Compliance	There were several areas of non-compliance identified during this review: <ul style="list-style-type: none"> <li>• Curtains made from plastic table covers were accessible to children and posed risk of suffocation.</li> <li>• Sign-in logs missing required information/criteria:               <ul style="list-style-type: none"> <li>○ Missing visual checks</li> <li>○ Did not specify date range</li> <li>○ Children not signed in</li> </ul> </li> <li>• Toxic chemicals stored in unlocked cabinet were accessible to children. Corrected on site.</li> <li>• Insect bait stations under handwashing sink accessible to children. Corrected on site.</li> </ul>
Areas of Concern	There were several concerns noted: <ul style="list-style-type: none"> <li>• Stained ceiling tiles</li> </ul>

	<ul style="list-style-type: none"> <li>• AC vents with accumulated dust and debris</li> <li>• Daily Safety checklists were not completed.</li> <li>• Uncovered outlets on a power strip were accessible to children.</li> <li>• Teacher’s personal backpack on floor was accessible to children.</li> <li>• Emergency numbers were not visibly posted in classroom.</li> </ul>
<b>Follow-Up Activities:</b>	
<p>The CoSA Quality Assurance (QA) Team will work with the ISD compliance team to ensure that all non-compliances and safety concerns are corrected and addressed. Most non-compliances have been corrected on-site; however, via the Corrective Action Plan (CAP), additional action steps will be taken to prevent future reoccurrences. Additional monitoring as well as ongoing training and technical assistance will be provided by the ISD compliance team through the Fall months. The CoSA QA and/or Content Teams are available if assistance is needed.</p>	

<b>Health &amp; Safety Screening – Transportation Review:</b>	
Area of Concern	<p>There was one concern noted during this review:</p> <ul style="list-style-type: none"> <li>• One (1) fire extinguisher was observed on the bus with: <ul style="list-style-type: none"> <li>○ Expired inspection</li> <li>○ Not fully charged</li> </ul> </li> </ul>
<b>Follow-Up Activities:</b>	
<p>This concern was immediately addressed and corrected on site. The CoSA QA and/or Content Teams are available if assistance is needed</p>	

**For more detailed information:**  
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