

Report on Inadequate Childcare Supervision

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Report on Inadequate Childcare Supervision at [Facility Name]

Dear [Recipient Name],

I am writing to formally report concerns regarding inadequate supervision of children at [Facility Name]. During my visit on [insert date of visit], I observed several incidents that raise significant concerns about the safety and well-being of the children.

Observations:

- On multiple occasions, I noticed that staff were not present in designated play areas, leading to unsupervised interactions among children.
- There were instances where children wandered away from the main activity area without staff noticing, which could lead to dangerous situations.
- Staff-to-child ratios were not being maintained as per state regulations, compromising the level of supervision provided.

These observations indicate a lack of adequate supervision, which is essential for the safety of the children in care. I recommend an immediate review of the staffing protocols and increased training for staff on the importance of supervision.

Thank you for your attention to this matter. I am available for further discussion if needed.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]