

BUILDING INSPECTORS INSPECTION FORM FOR CHILD CARE CENTERS

NAME OF OPERATION Order My Steps Learning Academy LLC
ADDRESS 1074 NC-24 #87 TELEPHONE: 910-847-5711
CITY Cameron STATE NC ZIP 28326

BUILDING INSPECTORS CERTIFICATE

KATRINA
BRATCHEK
Yes ___ No ___

1. The areas in the building that are designated as the licensed space are required by the licensing agency to meet the Building Code in effect when an application for licensure is submitted to the regulating agency. Does the building listed above, to the extent observable, meet the current North Carolina Building Code? Yes ___ No ___

2. If no, list question numbers which do not comply, explain the violation and whether equivalent protection for the safety of the children is provided:
1) _____
2) _____
3) _____
4) _____

3. Are any of the above violations of a life safety concern? Yes ___ No ___
If yes, please list question numbers _____

4. In your opinion based on the violations listed above, do you recommend that the Division of Child Development issue a provisional license to allow time for correction of the violations? Yes ___ No ___
If yes, how long (30-60-90 days) and for which violations? _____

(Note: All violations must be corrected before a license can be issued unless a provisional time period is recommended or equivalent protection is documented.)

5. Number of rooms approved for occupancy by children? _____
(Attach sketch of building with rooms identified)

6. Specify any local zoning restriction: _____

Signature of Inspector _____ /Date _____

Jurisdiction _____ /Phone: _____

The Inspectors Certificate and Building Inspection Form is required to be completed in its entirety before the Division of Child Development (DCD) can consider the document complete. All questions must be answered; any NO answers must have a written explanation.

This form was developed through the cooperation of the Division of Child Development and the Engineering Division of the Department of Insurance. Please note that the inspection forms do not cover all areas of the Code, but are intended to be used as a guide for the local inspector. Additional Code items which are not addressed on these forms are found to be in violation of the Code, please document them on the back of this form.

Prepare in quadruplicate: Original & copy to DCD, 1 copy kept by inspector, 1 copy kept by operator.

CHILD CARE BUILDING INSPECTION FORM

SECTION A: The following general questions should be answered for **BOTH** Educational and Institutional type occupancies.

LIGHT & VENTILATION

1. Is the total area of all windows in the child care room equal to or greater than 8% of the floor area or is artificial light provided? Yes _____ No _____
- 2.a Does the room have natural ventilation from a minimum amount of operable window or door area to the outside that would allow a clear opening that is equal to or greater than 4% or more of the floor area?
 (If NO, go to question 2b) Yes _____ No _____
- b Is space mechanically ventilated as required by North Carolina Mechanical Code?
 (N/A if an existing building) N/A _____ Yes _____ No _____

FIRE

3. Does this building have a manually operated fire alarm system (electrically installed system with pull box stations)? Yes _____ No _____

EXITS

4. Are there at least 2 exits (doors, stairs, smoke proof towers, ramps, or horizontal exits) remote from each other on each floor or fire section of the building? Yes _____ No _____
5. Is the exit capacity adequate? Yes _____ No _____
6. Are all means of egress adequately illuminated at all times that the building is occupied? Yes _____ No _____
7. Are the means of egress identified by readily visible exit signs when the exit or way to reach it is not immediately obvious to the occupants? Yes _____ No _____
8. Is emergency power provided for centers with more than 300 occupants or for centers providing night care as required by the Building Code? N/A _____ Yes _____ No _____

CORRIDORS AND ACCESS TO EXITS

9. Are all means of egress unobstructed without passing through a closet, storage area, kitchen, restroom, or other hazardous space? Yes _____ No _____
10. Are all exit corridors a minimum 1-hour fire resistance?
 (If yes, go to Question 12) (N/A applies only if there are no corridors) N/A _____ Yes _____ No _____
11. If corridors are not 1 hour fire rated, do all child care rooms, spaces, and areas have a direct level of discharge exit to the outside? Yes _____ No _____
12. a. Do all corridors, ramps, and passageways have a minimum 6 feet clear width in all areas serving as means of egress for capacity of 100 or more?
 (N/A if capacity is less than 100) N/A _____ Yes _____ No _____
- b. Are all corridors, ramps, and passageways not less than 44" clear width in all areas serving as means of egress for capacity of less than 100?
 (N/A if capacity is more than 100) N/A _____ Yes _____ No _____
13. Are all dead-end corridors no more than 20 feet in length?
 (N/A applies only if no dead-end occurs) N/A _____ Yes _____ No _____

14. Do all doors have a minimum clear opening width of 32" (min. door width of 36") in the following locations:
- a. between occupied rooms and required exits? Yes____ No____
 - b. exit doors leading to the exterior? Yes____ No____
15. Are all doors in the line of exit travel a swinging door (side hinged)? Yes____ No____
16. Do doors to rooms that accommodate more than 50 people swing in the direction of travel? N/A____ Yes____ No____
(N/A applies if room accommodates less than 50 people)
- 17.a Do all required egress and exit doors have single motion, self-unlocking type handle, lever, push pad, or panic hardware? Yes____ No____
- b. If room accomdates 100 or more people, do all required egress and exit doors have push pads or panic hardware? N/A____ Yes____ No____

STAIRS (NOTE: If no stairs, interior or exterior, check N/A____ and go to Question 22. If applicable, all questions must be answered)

- 18.a Are all stairs serving 50 or more occupants at least 44 inches in width? N/A____ Yes____ No____
- b Are all stairs serving less than 50 occupants, at least 36" in width? N/A____ Yes____ No____
19. Are all stairs with four or more steps provided with proper handrails and guardrails? Yes____ No____
20. Are all interior stairs enclosed with 1-hour rated walls and 1-hour rated "B" labeled doors that are at least 36" wide? Yes____ No____
21. Are the stair enclosure doors self-closing? Yes____ No____

WALLS AND CEILINGS

22. a. Are all wall and ceiling coverings throughout building non-combustible? (Use of untreated combustible fiber boards, wood, and other combustible fiber boards, wood and other combustible finishes is prohibited). Yes____ No____
- b. Do interior wall and ceiling finish materials meet the flame spread ratings as required by the Minimum Interior Finish Classification Table, NCBC Yes____ No____
23. Do ceilings in habitable rooms have a minimum of 7'-6" clear height? Yes____ No____

HEATING SYSTEMS/MECHANICAL

24. Is the building free of unvented fuel burning or portable electric space heaters? Yes____ No____
25. Have air conditioning, ventilation, heating, cooking, and other service equipment been inspected and approved by the appropriate inspectors? Yes____ No____
Date Inspected _____
26. a. Is combustion and ventilation air for boiler or heater rooms taken directly from and discharged to the outside of the building? N/A____ Yes____ No____
(N/A if electric heat is installed)
- b. If inside air is used for fuel-burning appliance does it meet the requirements of Chapter 7 of the North Carolina Mechanical Code. N/A____ Yes____ No____
(N/A if inside air is not used)

PLUMBING

27. Does the number of waterclosets and lavatories comply with the Plumbing Code as determined by the appropriate inspector? Yes____ No____
(1 watercloset per 15 children, 1 lavatory per 25 children)

Maximum # of persons allowed by plumbing facilities? _____
Date Inspected _____

ELECTRICAL

28. Do the visible and accessible portions of the electrical system comply with applicable sections of the Electrical Code as determined by the appropriate inspector? Yes ___ No ___
Date Inspected _____

MIXED AND MULTI-USE OCCUPANCIES

29. Are all child care areas separated from adjacent occupancies in accordance with the requirement of mixed occupancies and the Occupancy Separation Requirements Table? (N/A if no mixed occupancies) N/A ___ Yes ___ No ___

30. Do all multi-use areas comply with the most restrictive applicable sections of the State Building Code for each intended use? (N/A if no multi-use areas) N/A ___ Yes ___ No ___
(Multi-use is defined as an area which will be used for different functions at different times and not concurrent. Example: child care to fellowship hall.)

ACCESSIBILITY CODES

31. Does this building comply with applicable State Building Codes for access/use by persons with disabilities? Yes ___ No ___

SECTION B: The following questions should be answered only for **educational occupancy** in addition to the questions answered in Section A above.

32. Does the building comply with the Allowable Heights and Building Areas Table for Educational Occupancy? (If **NO**, go to Section C). Yes ___ No ___

33. a. Are all rooms, approved for use by children below grade 2, on the level of exit discharge? (If **NO** go to Section C) Yes ___ No ___

b. Are rooms used by children in grades 2 and higher no more than one story above the level of exit discharge? Yes ___ No ___

34. a. Do rooms used by children who are less than 2 1/2 years have a direct exit to the outside? (N/A applies only if center does not serve children under 2 1/2 yrs) N/A ___ Yes ___ No ___

b. Do rooms used by children under 2 1/2 years qualify as alcoves to adjacent spaces with direct exit to the outside? Yes ___ No ___

c. If the square footage of the child care area is >20,000 square feet, do all rooms for all children have direct exits? (N/A if sq. footage is < 20,000) N/A ___ Yes ___ No ___
(If **NO** to both a and b or c, go to Section C)

35. Are all rooms approved for use by children provided with an operable window which complies with Special Exit Requirements for Educational Occupancy? N/A ___ Yes ___ No ___
(N/A if direct exit to outside)

36. Is the most remote point in every room occupied by children, including dining room, not more than 200 feet from the nearest exterior exit? (non-sprinklered building) Yes ___ No ___

37. Are smoke detectors provided in the corridors in accordance with Automatic Fire Detection and NFPA72 for child care use? Yes ___ No ___

SECTION C: The following questions should be answered only for **institutional occupancy** in addition to the questions answered in Section A above.

38. Does the building comply with the Allowable Heights and Building Areas Table for Institutional Occupancy? Yes ___ No ___

SECTION C cont.:

39. Are smoke detectors provided in the corridors in accordance with Automatic Fire Detection and NFPA72? Yes _____ No _____
40. Does the building provide protection from hazardous areas as required by Special Institutional Occupancies, Group I Unrestrained Occupancies, Protection from Hazardous Areas? Yes _____ No _____
41. Does the building have an approved automatic sprinkler system in accordance with Special Institutional Occupancies Group I Unrestrained Occupancies? Yes _____ No _____
42. Is the most remote point in every room occupied by children, including the dining room, not more than 200 feet from the nearest exterior exit? Yes _____ No _____

COUNTY _____ DATE OF INSPECTION _____ Facility ID # _____

Please complete all items below. If not applicable, check N/A in the box with a written explanation attached.

Name of Facility Order My Steps Learning Academy LLC Adult _____ Child
Address 1074 NC-24 #87 Phone 910-847-5711
City Cameron Zip NC 28326 Responsible Party Katrina Bratcher

GENERAL PRECAUTIONS:

YES NO N/A

- | | | | |
|---|--|--|--|
| 1. Attic/basement/closets/garage/furnace room & heaters clear of trash & combustible materials. | | | |
| 2. Clearance from ignition sources & combustible materials maintained. | | | |

EMERGENCY PLANNING:

YES NO N/A

- | | | | |
|---|--|--|--|
| 3. Approved evacuation plan posted. | | | |
| 4. Evidence of monthly fire drills posted. | | | |
| 5. Record of employee training in fire prevention/evacuation & annual fire safety training on site. | | | |

FIRE SERVICE FEATURES:

YES NO N/A

- | | | | |
|--|--|--|--|
| 6. Street Number posted. (Contrasting color to building & height 4" or more.) | | | |
| 7. Unobstructed fire apparatus road. (Width of 20' & vertical clearance of not less than 13'6"). | | | |
| 8. Hydrants/Fire Department connections/control valves clear of obstructions by 3'. | | | |

BUILDING SERVICES AND SYSTEMS:

YES NO N/A

- | | | | |
|---|--|--|--|
| 9. Approved heating system, listed. (No fuel burning or portable electric space heaters.) | | | |
| 10. Emergency lighting/exit lights in good operating order. | | | |
| 11. Electrical panels clear of storage. (Minimum 30") | | | |
| 12. Wiring/fixtures in good condition. (Extension cords not suitable for permanent wiring.) | | | |
| 13. Type I hood system over all domestic cooking appliances that produce grease laden vapors. | | | |

FIRE RESISTANCE RATED CONSTRUCTION:

YES NO N/A

- | | | | |
|--|--|--|--|
| 14. Required fire resistant rating maintained. (Walls, partitions, floors) | | | |
| 15. Door-hold open devices/automatic door closures operating properly. | | | |

INTERIOR DECORATIONS & FURNISHINGS:

YES NO N/A

- | | | | |
|--|--|--|--|
| 16. No storage of clothing/personal effects in corridors & lobbies. | | | |
| 17. Maximum 50% of decorative materials covering walls. Nothing suspended from ceiling | | | |
| 18. 20% maximum coverage for artwork & teaching material located on corridor walls. | | | |
| 19. Exits free of obstructions. | | | |

FIRE PROTECTION:

YES NO N/A

- | | | | |
|---|--|--|--|
| 20. Sprinkler system maintained with annual test reports provided. | | | |
| 21. Smoke detector/fire alarm system maintained with annual test reports provided. | | | |
| 22. Approved extinguishers mounted properly & in good working order. | | | |
| 23. Cooking suppression systems & hood exhaust properly maintained. | | | |
| 24. Protective guards(such as screens) on fuel burning furnaces or fireplaces provided. | | | |

MEANS OF EGRESS:

YES NO N/A

- | | | | |
|--|--|--|--|
| 25. All exits & their access (i.e. Aisles & Corridors) free of obstructions. | | | |
| 26. All locking devices on exit doors are of an approved type. | | | |
| 27. Yards & fencing to allow unobstructed exit to exterior of site. | | | |

Approved for day time care only

Approved for day time and night care

At the time of this inspection, the fire safety conditions in this facility were: Satisfactory Unsatisfactory

Inspector _____ Phone _____