

Child Care Licensing Division

Contact Report



CCLD Field Staff Information

CCLD Field Staff: Amy Ybarra

CCLD Field Staff Phone Number: [REDACTED]

Visit Information

Visit Date: 01/20/2026

Visit #: 1399737

Time of Visit: 2:25pm

Issue #: 901678

Visit Type

- Announced Unannounced **Check all that apply:**
 Complaint Compliance Verification Increased Monitoring Injury Fire Drill T/A or Consultation
 Other: _____

Visit conducted with: Chelsea Garrett

Position: Substitute Director

Program Contact Information

Program Name: Sunshine Academy

CCLD Number: CF504442

Program Address: 2891 NE Conners Ave, Bend, OR 97701

Phone Number: [REDACTED]

Email Address: [REDACTED]

Licensed Capacity: 116 Age Range: 1.5mos - 12yrs

Program Details (during the visit)

Children and Staff Present: List number and ages of children, number of staff and position titles.

OT - Classes
Flamingos - 2:9
Penguins - 2:9

Check if applicable: Attendance records reviewed Confirmed staff are active in the CBR

Visit Details

Observations Check if applicable: Completed a walkthrough of the program

Reviewed and updated staff list Reviewed training log

Met with director CG. She provided the completed written injury report and showed me the play equipment where the child was injured. It was a metal basketball hoop that had several different baskets at different heights. She stated the child was playing under the lowest net and leaned onto the bar of the basketball hoop, causing it to tip over and the child's finger got caught in the netting and it ripped the child's nail off. Discussed incident by phone with owner/director SS. She stated she viewed video recording of the incident and it showed the child walking away from the basketball hoop and their hand got caught up in the net pulling it down. The child's finger was caught and as it fell over it ripped the child's nail off. Staff observed the incident and immediately attended to the child. Providing first aid by cleaning it, placing a band-aid on it and wrapping it. They called the parents and parents took the child to urgent care. The child returned to care the next day. The only care given was to continue to keep the child's finger wrapped until the nail grows and reattaches.

The basketball hoop appears age appropriate, and has a wide based to prevent tipping. The basketball hoop is on wood chips and this may have caused for it to be unstable. Suggest to move wood chip and place the stand of the basketball hoop on even ground and rake wood chips up and over the bottom of the stand to allow for a more stable base. Staff will model ways for the children to play with the hoop and not have children stand under the hoop.

The incident was documented and reported to parents and CCLD according required timelines, staff observed the incident as it occurred and classroom ratios were in compliance at the time of the incident.

Noncompliance (if applicable)

Include plans to correct and/or if corrected during the visit and any technical assistance provided

Photos, Documents & Technical Assistance Materials

Photos were taken at this visit Yes No

Documents were collected at this visit Yes No List Documents:

Technical assistance materials provided Yes No List below:

Email and Signature

A copy of this report will be emailed to the email address(es) below after this visit. Please notify the CCLD field staff listed above if you would like to receive a mailed copy of this report.

Primary: _____

Secondary: _____

CCLD Field Staff Signature: _____

Date: _____

NOTICE: Repeated or serious non-compliance may result in a civil penalty as discussed (if applicable). Under the law, a child care license may be suspended or revoked if the Child Care Licensing Division (CCLD) finds that the facility or its operation does not comply with state statutes, or with applicable rules, or with any terms or condition imposed under the license. If you fail to comply or if you repeat the noncompliance indicated above, your license may be revoked. You must comply with CCLD rules and the law at all times. CCLD retains information about noncompliance. If you disagree with the findings, you may respond in writing to the CCLD.

Contact Report Additional page (if needed):

You are entitled to language assistance services and other accommodation at no cost. If you need help in your language or other accommodation, please contact the Child Care Licensing Division (CCLD) at 503-947-1400.