

# Program Inspection Before & After School Center Compliance Plan

Provider's Name: **B & G Club Brandon  
Elementary ASE**

City: **Brandon**

Provider Number: **010606119**

Inspector: **Stacie Ugofsky**

Date of Inspection: **08/09/2022**

Time of Inspection: **8:29 AM**

The items listed below are those that the provider was not in compliance with at the time of the inspection.

## G. Record Keeping, Posting Information, Fire/Tornado Drills

34. Do staff records contain all required information? 67:42:14:23 Note: staff records are to be maintained for 6 months following the end of employment.

<p>Corrections To Be Made:</p> <p><b>HH - Criminal Record Check</b> <b>KV - Criminal Record Check</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table border="0"> <tr> <td style="padding-right: 20px;">Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td style="padding-right: 20px;"><b>09/01/2022</b></td> <td><b>08/26/2022</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>09/01/2022</b>	<b>08/26/2022</b>
Suggested Completion Date:	Actual Completion Date:				
<b>09/01/2022</b>	<b>08/26/2022</b>				

37. Do child records contain all required information? 67:42:16:13 Note: child records are to be retained for 6 months after the care of the child ceases.

<p>Corrections To Be Made:</p> <p><b>JH - Emergency Contact</b> <b>AH - Emergency Contact</b> <b>KH - Emergency Contact</b> <b>BS - Emergency Contact</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table border="0"> <tr> <td style="padding-right: 20px;">Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td style="padding-right: 20px;"><b>08/15/2022</b></td> <td><b>08/11/2022</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>08/15/2022</b>	<b>08/11/2022</b>
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<b>08/15/2022</b>	<b>08/11/2022</b>				

## I. Written Procedures

42. Does the program have a written emergency preparedness and response plan in place which covers all areas required to include: evacuation; relocation; shelter-in-place; lock-down procedures; procedures for communication and reunification with families; continuity of operations, children with disabilities and children with chronic medical conditions? 67:42:14:16

Corrections To Be Made:	Agency Action:	
<b>The written emergency preparedness and response plan must be updated to include current contact information for administration staff.</b>	<b>Compliance Plan</b>	
<b>The written emergency preparedness and response plan must contain current information.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: The written emergency preparedness and response plan was updated.</b>	<b>08/15/2022</b>	<b>08/11/2022</b>
	Status: <b>Corrected</b>	

**Amber Haack**

Provider Signature

**08/09/2022**

Date

**Stacie Ugofsky**

Inspector Signature

**08/09/2022**

Date