

# Program Inspection Before & After School Center Compliance Plan

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

City: **Sioux Falls**

Provider Number: **018043059**

Inspector: **Brooke Flemmer**

Date of Inspection: **03/15/2023**

Time of Inspection: **4:19 PM**

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

## A. Program Activities, Schedule, Equipment and Supplies

1. Does the center offer a variety of activities and experiences that are age-appropriate to the children?  
67:42:14:15

Corrections To Be Made:

**The program did not offer a variety of activities that were different each week.**

**The program must have an activity plan that offers a variety of activities that are different each week.**

**Correction: The program has an activity plan that offers a variety of activities that are different each week.**

Agency Action:

### Compliance Plan

Suggested  
Completion  
Date:

**04/10/2023**

Status: **Corrected**

Actual  
Completion  
Date:

**03/28/2023**

## F. Confidentiality and Parent Involvement

28. Are parents allowed to observe their child in the center at any time unless a court order is issued restricting a parent's access to the child & documentation of the order is on file? 67:42:14:25

Corrections To Be Made:	Agency Action:	
<b>Staff were not aware that parents are allowed to observe their child in the center at any time.</b>	<b>Compliance Plan</b>	
<b>Staff must understand that parents are allowed to observe their child in the center at any time unless a court order is issued restricting a parent's access to the child &amp; documentation of the order is on file.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: Staff understand that parents are allowed to observe their child in the center at any time unless a court order is issued restricting a parent's access to the child &amp; documentation of the order is on file.</b>	<b>04/10/2023</b>	<b>03/28/2023</b>
	Status: <b>Corrected</b>	

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

33. Does the program have documentation 4 fire drills and 1 tornado drill were conducted in the past year?  
67:42:14:28

Corrections To Be Made:	Agency Action:	
<b>Documentation for only 3 fire drills were available for 2022.</b>	<b>Compliance Plan</b>	
<b>The program must conduct and document 4 fire drills and 1 tornado drill annually.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: The program will ensure that 4 fire drills and 1 tornado drill are conducted and documented annually.</b>	<b>04/10/2023</b>	<b>03/28/2023</b>
	Status: <b>Corrected</b>	

35. Does the individual responsible for program planning and implementation as well as staff supervision meet the requirements?

Corrections To Be Made:	Agency Action:	
<b>The individual responsible for implementing the program's plan as well as staff supervision does not meet the requirements.</b>	<b>Compliance Plan</b>	
<b>The individual responsible for program planning and implementing as well as staff supervision must meet the requirements.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: The director implemented a plan to be at each site where the qualified program planner does not meet the requirements at least two hours per week.</b>	<b>04/10/2023</b>	<b>03/14/2023</b>
	Status: <b>Corrected</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>TB - Enrollment Date, Emergency Contact</b>  <b>BS - Emergency Contact</b>  <b>VV - Information Sheet, Emergency Contact</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <p>Suggested Completion Date: <b>04/10/2023</b></p> <p>Actual Completion Date: <b>03/21/2023</b></p> <p>Status: <b>Corrected</b></p>
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**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

<p>Corrections To Be Made:</p> <p><b>The written emergency preparedness and response plan did not contain current information.</b></p> <p><b>A written emergency preparedness and response plan must be developed to include all information as outlined in ARSD 67:42:14:16.</b></p> <p><b>Correction: The written emergency preparedness and response plan was updated; A copy of the plan is located onsite and is accessible to all staff.</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <p>Suggested Completion Date: <b>04/10/2023</b></p> <p>Actual Completion Date: <b>03/16/2023</b></p> <p>Status: <b>Corrected</b></p>
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Kristyn Garry  
 Provider Signature

03/15/2023  
 Date

Brooke Flemmer  
 Inspector Signature

03/15/2023  
 Date