



Andy Beshear
GOVERNOR

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Adam Mather
INSPECTOR GENERAL

Inspection Report

Provider Name: Kelly Elementary Afterschool Program	Provider Information	CLR No: L383539
Provider Address: 6775 Mcville Rd., Burlington, KY, 41005	Provider Type: LICENSED TYPE I	Capacity: 19(Bldg 1: 75)
Owner(s): Learning Grove, Inc.		Director(s): Beane-Wright, Laura Michelle

Inspection Type: Renewal Application	Inspection Information	Inspection No: 305523
Date Initiated: 12/02/2020 12:20 PM	Date Concluded: 12/02/2020 1:20 PM	
	No. of Children Present: 7	

Inspection Report	
Background Checks	In Compliance
Supervision	In Compliance
Staffing Requirements	In Compliance
General Administration	In Compliance
Director Requirements	Not In Compliance
345 - Staff Evaluation	Not In Compliance
922 KAR 2:090. Section 10. Director Requirements and Responsibilities. (1) A director shall: (j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;	
Findings:	
General: Based on review of documentation, this regulatory requirement was not met. One staff eligible for an annual performance review did not have current documentation of a review on file in the facility. The documentation on file was dated 2017.	
Employee Records	In Compliance
Programming	In Compliance
Premises	In Compliance
Hygienic Practices	In Compliance
First Aid/Medication	In Compliance
Outdoor Play Area	In Compliance
Equipment	In Compliance
Transportation	Not Applicable
Food Service/Food Program	In Compliance

Inspection Report

Food Service

Not In Compliance

1130 - Menu

Not In Compliance

922 KAR 2:120. Section 9. Food and Meal Requirements.

(16) A weekly menu shall be:

- (a) Prepared;
- (b) Dated;
- (c) Posted in advance in a conspicuous place;
- (d) Kept on file for thirty (30) days; and
- (e) Amended in writing with any substitutions on the day the meal is served.

Findings:

General: Based on review of documentation and interview, this regulatory requirement was not met. At the time of the survey it was found that a menu listing afternoon snack was posted; however, there was no menu listing what is served for breakfast and lunch.

The staff person in charge stated that breakfast and lunch are provided by the school cafeteria.

Children's Records

Not In Compliance

1140 - Enrollment Information

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

(b) A written record for each child:

- 1. Completed and signed by the child's parent;
- 2. Retained on file on the first day the child attends the child-care center; and
- 3. To contain:
 - a. Identifying information about the child, which includes, at a minimum, the child's name, address, and date of birth;
 - b. Contact information to enable a person in charge to contact the child's:
 - (i) Parent at the parent's home or place of employment;
 - (ii) Family physician; and
 - (iii) Preferred hospital;
 - c. The name of each person who is designated in writing to pick-up the child;
 - d. The child's general health status and medical history including, if applicable:
 - (i) Allergies;
 - (ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and
 - (iii) Permission from the parent for third-party professional services in the child-care center;
 - e. The name and phone number of each person to be contacted in an emergency involving or impacting the child;
 - f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;

Findings:

General: Based on review of documentation and interview, the following was found:

- 1. The facility failed to obtain the following information for one child enrolled at the facility: information for the family's preferred hospital, authorization for emergency medical care, physician contact information, and information regarding who was allowed to pick up the child. The staff person in charge stated that she is still waiting on one of the enrollment packet forms to be turned in by the child's parents.
- 2. One child currently enrolled at the facility did not have enrollment paperwork on file; therefore, none of the required information had been obtained.

Written Documentation

Not In Compliance

1175 - Earthquake/Tornado/Fire Drills

Not In Compliance

922 KAR 2:090. Section 9. Records.

(1) A child-care center shall maintain:

- (h) A written record of quarterly practiced earthquake drills and tornado drills detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;
- (i) A written record of practiced fire drills conducted monthly detailing the date, time, and children who participated in accordance with 922 KAR 2:120, Section 3;

Findings:

General: Based on review of documentation, this regulatory requirement was not met. A review of the 2020 fire drill log found that a drill was not conducted during the month of November; therefore, drills are not conducted monthly.

Posted Documentation

In Compliance

Animals

Not Applicable

Emergency Regulation

In Compliance

Signature of Provider/Representative

Title

Date