

Program Inspection Before & After School Center Compliance Plan

Provider's Name: **Wings Gymnastics Academy**

City: **Sioux Falls**

Provider Number: **018042894**

Inspector: **Stacie Ugofsky**

Date of Inspection: **10/13/2020**

Time of Inspection: **2:25 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

2. Are activity plans in writing and posted in the facility? 67:42:14:15

<p>Corrections To Be Made:</p> <p>An activity plan was not developed and posted at the time of the inspection.</p> <p>A weekly activity plan must be developed and posted in the facility.</p> <p>Correction: An activity plan was submitted to the Office of Licensing and Accreditation. The director will ensure the activity plans are in writing and posted in the facility.</p>	<p>Agency Action:</p> <p>Compliance Plan</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;">10/15/2020</td> <td>11/09/2020</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	10/15/2020	11/09/2020
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10/15/2020	11/09/2020				

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>JJ - Three References, Criminal Record Check</p> <p>CM - Three References</p> <p>AR - CPR</p> <p>HT - Address & Phone Number, Three References, Criminal Record Check, C A/N Report Statement</p> <p>LW - Criminal Record Check</p>	<p>Agency Action:</p> <p>Compliance Plan</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;">11/15/2020</td> <td>11/09/2020</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	11/15/2020	11/09/2020
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H. Insurance

39. Does the facility have documentation the program has current liability insurance coverage?
67:42:16:16

Corrections To Be Made:	Agency Action:	
Current proof of liability insurance was not available during the inspection.	Compliance Plan	
Current liability insurance must be submitted to the Office of Licensing and Accreditation.	Suggested Completion Date:	Actual Completion Date:
Correction: The program submitted documentation of current proof of liability insurance to the Office of Licensing and Accreditation.	11/01/2020	10/28/2020
	Status: Corrected	

J. Written Program Policies

44. Is there written policies related to discipline used for children that includes positive guidance, redirection and offer clear-cut limits; prohibits peers from administering discipline; prohibits use of humiliating and frightening punishment? 67:42:14:16

Corrections To Be Made:	Agency Action:	
The current written policies do not outline that discipline used for children will include positive guidance, redirection, and offer clear-cut limits; prohibits peers from administering discipline; prohibits use of humiliating and frightening punishment.	Compliance Plan	
The written policies must outline that outline that discipline used for children will include positive guidance, redirection, and offer clear-cut limits; prohibits peers from administering discipline; prohibits use of humiliating and frightening punishment.	Suggested Completion Date:	Actual Completion Date:
Correction: The written policies have been updated and now contain all information as outlined in ARSD 67:42:14:16.	11/15/2020	10/30/2020
	Status: Corrected	

45. Is there written policies related to requirements for enrollment? 67:42:14:16

Corrections To Be Made:	Agency Action:	
The current written policies don't outline requirements for enrollment.	Compliance Plan	
The written policies must outline requirements for enrollment (application must include public school child attends; child's date of birth; parent contact information; emergency contact information (other than the parents); child's allergies/special instructions and written permission for emergency medical care.)	Suggested Completion Date:	Actual Completion Date:
	11/15/2020	10/30/2020
Correction: The written policies have been updated and now contain all information as outlined in ARSD 67:42:14:16.	Status: Corrected	

51. Is there written policies related to notification to a parent when a significant change happens with center services or policies? 67:42:14:16

Corrections To Be Made:	Agency Action:	
The current written policies don't outline that parents will be notified when a significant change happens with center services or policies.	Compliance Plan	
The written policies must outline that parents will be notified when a significant change happens with center services or policies.	Suggested Completion Date:	Actual Completion Date:
	11/15/2020	10/30/2020
Correction: The written policies have been updated and now contain all information as outlined in ARSD 67:42:14:16.	Status: Corrected	

53. Is there written policies related to steps to be followed if a child fails to arrive at the center? 67:42:14:16

Corrections To Be Made:	Agency Action:	
The current written policies don't outline steps to be followed if a child fails to arrive at the center.	Compliance Plan	
The written policies must outline steps to be followed if a child fails to arrive at the center. (i.e. contact parents; contact emergency contact persons; contact public school child attends; contact law enforcement).	Suggested Completion Date:	Actual Completion Date:
	11/15/2020	10/30/2020
Correction: The written policies have been updated and now contain all information as outlined in ARSD 67:42:14:16.	Status: Corrected	

54. Is there written policies related to opportunities for parental involvement in program development and center operation? 67:42:14:16

Corrections To Be Made:	Agency Action:	
The current written policies don't outline opportunities for parental involvement in the program and center operations.	Compliance Plan	
The written policies must outline opportunities for parental involvement in the program and center operations.	Suggested Completion Date:	Actual Completion Date:
Correction: The written policies have been updated and now contain all information as outlined in ARSD 67:42:14:16.	11/15/2020	10/30/2020
	Status: Corrected	

55. Is there written policies related to confidentiality of records and information relating to children in care and their families? 67:42:14:16

Corrections To Be Made:	Agency Action:	
The current written policies don't outline information regarding confidentiality of records or information relating to children in care and their families.	Compliance Plan	
The written policies must outline information regarding confidentiality of records or information relating to children in care and their families.	Suggested Completion Date:	Actual Completion Date:
Correction: The written policies have been updated and now contain all information as outlined in ARSD 67:42:14:16.	11/15/2020	10/30/2020
	Status: Corrected	

61. Is there written policies related to notification to the Department of Health if a child contracts a communicable disease? Note: The program shall follow the Department of Health's recommendations for addressing a situation involving a communicable disease.

Corrections To Be Made:	Agency Action:	
The current written policies don't outline that Department of Health will be notified if a child contracts a communicable disease and that the center will implement the Department of Health recommendations for exclusion.	Compliance Plan	
The written policies must outline that Department of Health will be notified if a child contracts a communicable disease and that the center will implement the Department of Health recommendations for exclusion.	Suggested Completion Date:	Actual Completion Date:
Correction: The written policies have been updated and now contain all information as outlined in ARSD 67:42:14:16.	11/15/2020	10/30/2020
	Status: Corrected	

Jesse Rounds

Provider Signature

10/13/2020

Date

Stacie Ugofsky

Inspector Signature

10/13/2020

Date