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GOVERNOR

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Inspection Report

Provider Name: Pleasant Grove Christian Learning Center	Provider Information Provider Type: LICENSED TYPE I	License No: L357788
Provider Address: 5664 State Route 56, Owensboro, KY, 42301		Capacity: 99
Owner(s): Pleasant Grove Baptist Church, Incorporated Of Owensboro, Kentucky		Director(s): Garrenton, Larissa Nell

Inspection Type: Investigation	Inspection Information	Inspection No: 192457
Visit Start Date: 09/21/2015 1:00 PM	Visit End Date: 09/21/2015 1:30 PM	
No. of Children Present:		

Inspection Report	
Supervision	
5 - Children Supervised	In Compliance
922 KAR 2:120. Section 2. Child Care Services. (3)(a) Each center shall maintain a child-care program that assures each child will be: 1. Provided with adequate supervision at all times by a qualified staff person who: a. Ensures the child is within scope of vision and range of voice; or b. For a school-age child, within scope of vision or range of voice;	
Staffing Requirements	
40 - Ratios and Group Size	In Compliance
922 KAR 2:120. Section 2. Child Care Services. (2) Minimum staff-to-child ratios and group size for an operating child-care center shall be maintained as follows: Age of Children Ratio Maximum Group Size* Infant 1 staff for 5 children 10 Toddler 1 staff for 6 children 12 Preschool-age 2 to 3 years 1 staff for 10 children 20 Preschool-age 3 to 4 years 1 staff for 12 children 24 Preschool-age 4 to 5 years 1 staff for 14 children 28 School-age 5 to 7 years 1 staff for 15 children 30 School-age 7 and older 1 staff for 25 children (for before and after school) 30 1 staff for 20 children (full day of care) 30 *Maximum Group Size shall be applicable only to Type I child-care centers.	

Inspection Report**Director Requirements****250 - Staff Management/Policy Development/Supervision****Not In Compliance****922 KAR 2:110. Section 4. Director Requirements and Responsibilities.****(1) Effective with the adoption of this administrative regulation, a director shall:**

- (e) Manage the staff in their individual job descriptions;**
- (f) Develop child-care center plans, policies, and procedures;**
- (g) Supervise staff conduct to ensure implementation of program policies and procedures;**

Findings:

General: Based on interviews and review of documentation, the center's pick-up policy stated, "If a person who is not on the pre-approved pick up list will be picking up the child, the director MUST be notified in advance of the person's full name. The child will not be released if notification is not made."

The center's pick-up policy was not followed by staff when a person, who was not on the pre-approved pick up list was allowed to pick up a child from the center on 09/08/15. The legal guardian did not send an advance notice and the center notified the legal guardian after the child had left the center.

265 - Health, Safety, Comfort**In Compliance****922 KAR 2:110. Section 4. Director Requirements and Responsibilities.****(1) Effective with the adoption of this administrative regulation, a director shall:**

- (l) Provide for the health, safety, and comfort of each child;**

Children's Records**1075 - Enrollment Information****Not In Compliance****922 KAR 2:110. Section 3. 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 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 situation 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 interviews and review of documentation, a person, who was not designated in writing, was allowed to take a child from the center at approximately 12:40 pm on 09/08/15. The person identified as the child's parent. The center released the child to the parent and later called the legal guardian and was verbally informed that the child was under protective order and should not have been released to the parent. The center did not have protective order documents on file.

Signature of
Provider/Representative

Title

Date