

Evaluation Form

1. Inspection Schedule Details

Inspection Type: Initial inspection

Facility Name: FRANK J WILLIAMS
BOYS & GIRLS CLUB

Inspector/Investigator:
Tavia.Woods@dhr.alabama.gov

Visit Type: Announced

Facility Address: 3911 Pulaski Pike
Northwest, Huntsville, AL 35810, Madison

Visit Date: 5/27/2026

Inspection Status: Completed

2. Inspection Questionnaire

Facilities - Indoor area (II.A.4)

S No.	Questions	Answer	Comments
1	Exclusive use of activity areas	Observed	
2	Bathrooms located under same roof	Observed	
3	Space for ill or injured child	Certified/Disussed	
4	Items used by ill child disinfected	Certified/Disussed	
5	Ventilation, lighting, heating	Observed	
6	Heating/air conditioning provided	Observed	
7	Temperature between 68-82 degrees	Not Met	There is no thermometer in the stems room, and arts rooms.
8	Thermometer in each area used by children	Certified/Disussed	

9	Child safe thermometer	Certified/Discussed	
10	Outside windows that are open are screened	Observed	
11	Outside doors kept closed	Observed	
12	Lighting adequate for activities	Observed	
13	Operational telephone for center business only	Observed	
14	DHR notified if telephone is out of order or if the number changes	Certified/Discussed	
15	Center free of apparent hazards	Certified/Discussed	
16	Hazardous substances under lock and key or combination lock	Observed	
17	Containers labeled	Observed	
18	No firearms or ammunition kept or allowed in center except law enforcement	Certified/Discussed	
19	Stairways have hand-railings in child's reach	Observed	
20	Medicine and drugs kept under lock and key or combination lock, separate from harmful items	Certified/Discussed	
21	Barriers around heaters, radiators, fans	Not applicable	
22	Consumption of alcohol or use of non-prescription narcotic or illegal substances prohibited	Certified/Discussed	
23	Smoking or use of tobacco prohibited on premises/center vehicles	Certified/Discussed	
24	Bio-contaminants shall be stored in a labeled container and disposed of properly	Not applicable	
25	Bio-contaminants stored outside shall be disposed of	Certified/Discussed	

	properly		
26	Center kept clean/cleaning done daily	Certified/Discussed	
27	Floors, bathrooms fixtures cleaned/disinfected	Certified/Discussed	
28	Carpets vacuumed daily	Not applicable	
29	Cleaning does not interfere with children's activities	Certified/Discussed	
30	Bodily fluids shall be cleaned up immediately, surfaces disinfected, and staff wash hands	Certified/Discussed	
31	Contaminated materials shall be disposed of properly in the bio-contaminant receptacle	Certified/Discussed	
32	Mops used for cleaning bodily fluids disinfected appropriately	Certified/Discussed	
33	Contaminated rugs and carpets cleaned and sanitized appropriately	Certified/Discussed	
34	Contaminated clothing items stored or washed properly	Not applicable	

Facilities - Outdoor area (II.A.5)

S No.	Questions	Answer	Comments
1	Off-street loading/unloading provided	Observed	
2	Outdoor area adjoins or is safely accessible	Observed	
3	Outdoor play area and equipment are free of apparent hazardous conditions	Not Met	The playground has several holes and active ant beds.
4	Stairways or steps used by children have railings within children's reach	Not applicable	

5	Outdoor play area enclosed by a fence or wall at least 4 feet in height	Not Met	The fence has two open spaces at the bottom.
6	Fence or wall free of sharp edges	Certified/Disputed	
7	Gates secured	Not Met	The back gate latch is not secure.
8	Outdoor play area free of apparent hazardous conditions	Certified/Disputed	
9	Concrete/asphalt not used under equipment	Certified/Disputed	
10	Area well-drained	Certified/Disputed	
11	Equipment not designed to be portable, securely anchored	Certified/Disputed	
12	Stairs/steps have handrails in child's reach	Not applicable	

Facilities - Swimming and wading at the facility (II.A.6)

S No.	Questions	Answer	Comments
1	Swimming and wading at the facility	No	
2	Lifeguard at poolside at all times pool is in use	Not applicable	
3	Lifeguard Training Certificate, First Aid Certificate, CPR Certification on file	Not applicable	
4	Lifeguard not counted in ratios	Not applicable	
5	One staff for every 6 children ages 4 years up to 6 years of age	Not applicable	
6	One staff for every 10 children ages 6 years and older	Not applicable	

7	Ratios determined by youngest child in the pool	Not applicable	
8	Persons counted in ratios meet child care worker qualifications/in the pool at all times	Not applicable	
9	Staff provided to supervise children in pool area, but not in the pool	Not applicable	
10	If any part of a child's body is in the water, the child is considered in the pool	Not applicable	
11	Pool enclosed with fence or solid wall at least 4 feet in height, constructed to prevent accessibility by children	Not applicable	
12	At least one staff with CPR & first aid at each wading structure	Not applicable	
13	Required ratios met as stated in the standards	Not applicable	
14	At least two staff at each wading structure within arms-length "touch supervision"	Not applicable	
15	Clean water provided each day	Not applicable	
16	Wading structure emptied when not in use	Not applicable	

Child Care Program - Staffing (II.B.1)

S No.	Questions	Answer	Comments
1	Required ratios maintained at all times	Certified/Discussed	
2	4 years up to school age 1 to 18	Not applicable	
3	School age up to 8 years 1 to 21	Certified/Discussed	

4	8 years and older 1 to 22	Certified/Discussed	
5	Staff counted in ratio only when giving full attention to the children	Certified/Discussed	
6	All children supervised at all times	Certified/Discussed	
7	Two staff with infant-child CPR and first aid present during all hours of operation	Observed	
8	Second staff available when 7 or more children present/required ratios met	Certified/Discussed	
9	Staff free from other duties while working with the children	Certified/Discussed	

Child Care Program - Preschool/School-age Program (II.B.2)

S No.	Questions	Answer	Comments
1	According to each child's needs, each child's hands washed	Certified/Discussed	
2	Staff shall use universal precautions when diapering/toileting	Certified/Discussed	
3	Single-use cups or glasses or drinking fountain shall be supplied for water	Certified/Discussed	
4	Drinking water with no added sweeteners or carbonation shall be readily available indoor/outdoor to each child throughout the day	Certified/Discussed	
5	Vending machines prohibited in areas used by children	Not applicable	
6	Children's hands washed before meals and snack and	Certified/Discussed	

	after toileting		
7	Staff hands washed before food preparation and service, and after assisting with toileting or contact with bodily fluid	Certified/Discussed	
8	Individual paper towels for each washing and drying	Certified/Discussed	

Child Care Program - Disciplinary Practices (II.B.3)

S No.	Questions	Answer	Comments
1	Discipline appropriate to children's age/developmental level	Certified/Discussed	
2	No Corporal/physical punishment	Certified/Discussed	
3	No verbal abuse	Certified/Discussed	
4	No discipline associated with food, naps, or bathroom procedures	Certified/Discussed	
5	No physical restraint as punishment	Certified/Discussed	
6	No punishment administered by another child	Certified/Discussed	
7	No Rough or harsh handling	Certified/Discussed	
8	Physical activity/outdoor time cannot be taken away as punishment	Certified/Discussed	

Child Care Program - Health Information (II.B.4)

S No.	Questions	Answer	Comments
1	No ill child admitted	Certified/Discussed	

2	If a child becomes ill or is injured, he/she is separated from group, but continuously supervised	Certified/Discussed	
3	Parent of ill/injured child notified immediately and required to come for child	Certified/Discussed	
4	If parent cannot be reached or illness/injury severe, emergency medical attention shall be obtained	Certified/Discussed	
5	Parents notified of exposure to contagious disease/condition	Certified/Discussed	
6	Parents urged to notify center if a child is exposed to a contagious disease outside the center	Certified/Discussed	
7	Center reports contagious disease/condition to health department as required	Certified/Discussed	
8	Children with food allergies should have a written plan with required components that is available and known by the child's teacher	Certified/Discussed	

Child Care Program - Medication/Medical Procedures (II.B.5)

S No.	Questions	Answer	Comments
1	Does the center's staff give medication/medical procedures?	No	
2	Medication administered only with written authorization from parent and child's health professional	Certified/Discussed	
3	No blanket authorization forms for medication	Certified/Discussed	
4	Medication in original	Certified/Discussed	

	container, labeled	d	
5	Medication not used beyond date of expiration	Certified/Discussed	
6	Measuring device provided	Certified/Discussed	
7	Medication administered by designated staff	Certified/Discussed	
8	Locked storage provided for medication	Certified/Discussed	
9	Medication returned to parent or disposed of when no longer needed	Certified/Discussed	
10	Time and date medication is given is documented in writing, kept in child's file/copies available to parents upon request	Certified/Discussed	

Child Care Program - Emergency Preparedness and Response Plan (II.B.6)

S No.	Questions	Answer	Comments
1	Current and complete emergency plans and procedures submitted to the Department	Observed	
2	Fire	Certified/Discussed	
3	Tornado	Certified/Discussed	
4	Lockdown	Certified/Discussed	
5	Relocation	Certified/Discussed	
6	Available to all staff and employees	Certified/Discussed	
7	Posted in a conspicuous place	Certified/Discussed	
8	Copies provided to all parents/guardians	Certified/Discussed	

Transportation - Transportation provided by the Facility (II.C.1)

S No.	Questions	Answer	Comments
1	Does the facility's staff provide transportation?	No	
2	Transportation checklists used as required	Not applicable	
3	Designated staff complete and sign checklist	Not applicable	
4	Checklists kept on file for current year plus two additional years	Not applicable	
5	Staff-child ratio met for children younger than lawful school-age, driver not counted	Not applicable	
6	Children of lawful school age and older, fewer than 15 transported with only the driver	Not applicable	
7	For 15 or more children of lawful school age, one staff in addition to driver	Not applicable	
8	For 30 or more children of lawful school age, two staff in addition to driver	Not applicable	
9	No child left in a vehicle without adult supervision	Not applicable	
10	The driver checks each seat at each location	Not applicable	
11	Vehicle safety check done annually, signed by mechanic and dated, file at facility	Not applicable	

Transportation - Transportation provided by parent/guardian (II.C.2)

S No.	Questions	Answer	Comments
1	Each child accompanied into and out of facility	Certified/Discussed	
2	Each child signed in and signed out with a written signature or biometric ID	Certified/Discussed	
3	Any child who arrives by walking or bus, signed in by staff	Certified/Discussed	
4	Photo ID required when releasing child to unfamiliar, designated person	Certified/Discussed	

Administration - Reports to the Department (II.E.1)

S No.	Questions	Answer	Comments
1	Change in ownership	Certified/Discussed	
2	Change in location	Certified/Discussed	
3	Alterations to center or grounds	Certified/Discussed	
4	Major change or extension of hours of program	Certified/Discussed	
5	Change in address or telephone number	Certified/Discussed	
6	Any illness/injury of child or staff requiring professional or emergency medical treatment	Certified/Discussed	
7	Any death occurring in the facility or during away from facility activities	Certified/Discussed	
8	Major damage to facility	Certified/Discussed	
9	Interruption of the facility's electrical, telephone or gas service	Certified/Discussed	
10	Any litigation involving the	Certified/Discussed	

	facility	d	
11	Any traffic accident involving day care children using transportation provided by the facility	Not applicable	
12	Any arrest of staff, employee, volunteer	Certified/Discussed	
13	Final disposition of any child abuse/neglect investigation involving licensee, staff, employee, volunteer	Certified/Discussed	
14	Any incident in which the health, welfare, or safety of a child is at risk	Certified/Discussed	
15	Any disastrous event	Certified/Discussed	
16	Child abuse/neglect reported as required by law	Certified/Discussed	
17	All staff, employees, volunteers cooperate with DHR on any child abuse or neglect investigation	Certified/Discussed	

Administration - Admission Procedures (II.E.2)

S No.	Questions	Answer	Comments
1	Number of children in care must conform to the capacity of the facility's measurements.	Certified/Discussed	

Administration - Children's Records (II.E.3)

S No.	Questions	Answer	Comments
1	Children's records and information about children and their families kept confidential	Certified/Discussed	

3. Classroom Checklist

Name of Teacher / Room #	
Age of Children	
Number of Children	
Number of Staff	

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Name of Teacher / Room #	
Age of Children	
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S No.	Questions	Answer	Comments

4. Ad Hoc Deficiency

S No.	Deficiency
1	The sink in the art room has sharp edge on the side.


Provider's Signature