



Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334

Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Date: 3/15/2017 **VisitType:** Monitoring Visit **Arrival:** 5:00 PM **Departure:** 6:00 PM

CCLC-2017

Preferred School Care at West Manor Elementary

570 Lynhurst Drive, Sw Atlanta, GA 30311 Fulton County
 (770) 739-1462 selmonatl@aol.com

Regional Consultant

Lajuana Williams
 Phone: (770) 357-7074
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 lajuana.williams@dec.al.gov

Mailing Address

1125 Annie Lane
 Mableton, GA 30126

Compliance Zone Designation			Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.
03/15/2017	Monitoring Visit	Good Standing	
09/07/2016	Licensing Study	Good Standing	
03/21/2016	Licensing Study	Good Standing	

Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules.
Support - Program performance is demonstrating a need for improvement in meeting rules.
Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	1		0	0	C	25	C	NA	NA	Not In Use
Main	10		0	0	C	20	C	NA	NA	Not In Use
Main	17		0	0	C	20	C	NA	NA	Not In Use
Main	2		0	0	C	20	C	NA	NA	Not In Use
Main	3		0	0	C	21	C	NA	NA	Not In Use
Main	4		0	0	C	19	C	NA	NA	Not In Use
Main	5		0	0	C	20	C	NA	NA	Not In Use
Main	7		0	0	C	20	C	NA	NA	Not In Use
Main	cafeteria	Five Year Olds and Six Year Olds and Over	4	23	C	53	C	NA	NA	Homework,Art
			Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0		Building capacity limited by Centers Request		
Total # Children this Date: 23			Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PGR	881	C

Comments

It was discussed that nine additional children and one staff was observed in room 6. Should the program want to use the classroom and amendment would be required. Please submit an amendment if necessary or use one of the licensed spaces.

Please ensure emergency drill information and emergency plans are up to date. Please see www.dec.al.gov - child care center forms.

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.



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O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to CCSRefutations@decal.ga.gov.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://decal.ga.gov/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

Marion Allen, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.35 Swimming Pools & Water-related Activities(CR) Met

Comment

No Swimming Activities Provided

Facility

591-1-1-.25 Physical Plant - Safe Environment(CR) Met

Comment

Reminder-Keep Hazards Inaccessible i.e hand sanitizer.

591-1-1-.26 Playgrounds(CR) Met

Correction Deadline: 9/17/2016

Corrected on 3/15/2017

.26(7) - Previous cite corrected. It was determined that the area licensed for outdoor play was beyond the equipment , in the paved area and field.

Correction Deadline: 9/7/2016

Corrected on 3/15/2017

.26(8) - Previous cite corrected. Please ensure area is checked for ants prior to allowing the children outside.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) Met

Comment

No children enrolled in diapers.

591-1-1-.17 Hygiene(CR)**Met****Comment**

Staff stated proper knowledge

591-1-1-.20 Medications(CR)**N/A****Comment**

Medication was not dispensed.

Organization

591-1-1-.16 Governing Body & License**Not Met****Finding**

591-1-1.16(e) requires the Center to submit an application for an amended license at least thirty days prior to a change in the name, ages of children served, increase in operating hours, services provided or the Center's use of the building. It was determined based on observation that an application for amendment was not submitted and a change of use of space, in that nine children were observed in room 6, which was not a licensed space.

POI (Plan of Improvement)

An application for amendment and all necessary documentation will be submitted.

Correction Deadline: 3/15/2017

Safety

591-1-1-.11 Discipline(CR)**Met****Comment**

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)**N/A****Comment**

No Field Trips at This Time

591-1-1-.36 Transportation(CR)**Met****Comment**

No Routine Transportation Provided

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**N/A****Comment**

Program does not provide nap.

Staff Records

Records Reviewed: 6**Records with Missing/Incomplete Components: 1**

Staff # 1

Not Met

Date of Hire: 01/17/2017

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

Criminal Records Check complete

Comment

One new staff hired since last visit

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Observed-Appropriate Staff:Child Ratios

591-1-1-.32 Supervision(CR)

Met

Comment

Observed-Adequate Supervision