



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: 5/11/2018 **VisitType:** Licensing Study **Arrival:** 10:10 AM **Departure:** 2:20 PM

CCLC-12261

Bay Harbour Child Care

3210 Highway 82 Brunswick, GA 31523 Glynn County
 (912) 262-9618 childcare@bayharbour.cc

Regional Consultant

Jerica Davis

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 jerica.davis@decals.ga.gov

Mailing Address
 3210 Highway 82
 Brunswick, GA

Quality Rated: ★ ★

Compliance Zone Designation		
05/11/2018	Licensing Study	Good Standing
10/16/2017	Monitoring Visit	Good Standing
05/31/2017	POI Follow Up	Good Standing

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.

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	A	Two year olds	2	11	C	13	C	NA	NA	Centers
Main	B	One Year Olds	1	7	C	10	C	NA	NA	Diapering, Free Play
Main	C	Infants	2	5	C	10	C	NA	NA	Floor Play, Nap
Main	D	Three Year Olds	2	13	C	13	C	NA	NA	Outside, Centers
Main	E-Pre-K	Four Year Olds	2	8	C	14	C	NA	NA	Art
Main	F-AS		0	0	C	58	C	NA	NA	
Main	H	One Year Olds	1	4	C	10	C	NA	NA	Circle Time
Main	Room G		0	0	C	10	C	NA	NA	
Total Capacity @35 sq. ft.:						138	Total Capacity @25 sq. ft.:		0	
Total # Children this Date: 48			Total Capacity @35 sq. ft.:			138	Total Capacity @25 sq. ft.:			0

Building	Playground	Playground Occupancy	Playground Compliance

Comments

The purpose of today's visit is a licensing study. This is the second regulatory visit of the 2017-2018 fiscal year.

The center provides routine transportation and summer field trips. No swimming activities are provided. Medications are administered and medication logs were reviewed.

Plan of Improvement: Developed This Date 05/11/2018

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.

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@decals.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://decals.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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.ga.gov/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decals.ga.gov

Amy McLain, Program Official

Date

Jerica Davis, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on the consultant's observation that three of six classrooms did not have a current lesson plan on file as required.

POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

Correction Deadline: 5/11/2018

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

A variety of equipment and toys were observed throughout the center.

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

Met

Comment

Center does not provide swimming activities.

Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Technical Assistance****Technical Assistance**

Please be mindful to keep items that pose a hazard inaccessible to children. Please ensure all items labeled "keep out of reach of children" are inaccessible to children including petroleum jelly. Additionally, please keep all brooms and dust pans out of reach.

591-1-1-.26 Playgrounds(CR)**Not Met****Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on consultant's observation that there was inadequate resilient material beneath the swings, climbers and slides on both playgrounds. The resilient material on the left hand side measured approximately one inch in depth and around the climbing platform and slide. The resilient material beneath the swinging and climbing equipment on the right was hard-packed and measured zero inches beneath the swings where the material had been kicked out while swinging. A minimum depth of six inches is required beneath and in the fall zone of all swinging and climbing equipment observed.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 5/25/2018**Recited on 5/11/2018**

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR)**Met****Comment**

Documentation for medication dispensing observed complete.

Safety

591-1-1-.05 Animals**Met****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)**Met****Comment**

Center does not participate in field trips at this time.

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that twelve children were not documented to unload the van on Friday May 4, 2018 coming for Satilla Marsh Elementary school to Bay Harbour Child Care.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 5/12/2018

Sleeping & Resting Equipment

Comment

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Technical Assistance

Please ensure that crib mattresses are flat and not folding in when in use.

Correction Deadline: 5/11/2018

Finding

591-1-1-.30(1)(b)3 requires that sheets or similar coverings for cots or mats shall either be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. It was determined based on the consultant's observation that the mat sheets and coverings in classroom B were folded and stacked touching on a shelf above the mats and are not laundered daily.

POI (Plan of Improvement)

The Center will ensure that sheets are marked for individual use or washed daily and that marked sheets are washed at least weekly.

Correction Deadline: 5/11/2018

Staff Records

Records Reviewed: 19

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 07/01/2015	
Staff # 2	Met
Date of Hire: 05/09/2014	
Staff # 3	Met
Date of Hire: 01/14/2016	

Staff # 4 Date of Hire: 04/07/2017	Met
Staff # 5 Date of Hire: 01/17/2017	Met
Staff # 6 Date of Hire: 03/14/2017	Met
Staff # 7 Date of Hire: 05/02/2017	Met
Staff # 8 Date of Hire: 01/01/2005	Met
Staff # 9 Date of Hire: 05/23/2014	Met
Staff # 10 Date of Hire: 01/01/2004	Met
Staff # 11 Date of Hire: 12/28/2017	Met
Staff # 12 Date of Hire: 03/13/2017 <u>"Missing/Incomplete Components"</u> .33(4)-1st Yr. Training - 10 hrs.	Not Met
Staff # 13 Date of Hire: 03/14/2017	Met
Staff # 14 Date of Hire: 12/19/2016	Met
Staff # 15 Date of Hire: 04/19/2017 <u>"Missing/Incomplete Components"</u> .24(1)-10 Yr. Work History Missing,.24(1)-Evidence of Orientation Missing	Not Met
Staff # 16 Date of Hire: 04/19/2018	Met
Staff # 17	Met

Date of Hire: 03/14/2016

Staff # 18

Met

Date of Hire: 01/03/2005

Staff # 19

Met

Date of Hire: 04/26/2017

Staff Credentials Reviewed: 19

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

Met

Comment

Criminal records checks were observed to be complete.

591-1-1-.14 First Aid & CPR

Met

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training

Not Met

Technical Assistance

Please ensure all employee orientation checklists are filled out completely, signed, and dated by both the employee and director.

Correction Deadline: 5/11/2018

Finding

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on a review of records that one staff member did not complete the ten required hours of first year training as required.

POI (Plan of Improvement)

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 12/31/2018

Correction Deadline: 12/31/2017

Corrected on 5/11/2018

.33(5) - This citation was observed to be corrected on this date.

591-1-1-.31 Staff(CR)

Met

Comment

The consultant and director discussed lead staff credentials and what is accepted and what is not accepted by the department.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.