



**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: 4/4/2018 **VisitType:** Licensing Study **Arrival:** 8:15 AM **Departure:** 11:45 AM

CCLC-23077

Brunswick Christian Academy

4231 US Highway 17 North Brunswick, GA 31525 Glynn County
(912) 279-2516 jpatton@brunswickchristian.com

Regional Consultant

Beth Houtz

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Mailing Address

4231 US Hwy 17 N
Brunswick, GA 31525

Quality Rated: No

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. 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.
04/04/2018	Licensing Study	Good Standing	
12/21/2017	Monitoring Visit	Good Standing	
01/05/2017	Licensing Study	Good Standing	

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	Room A	Two Year Olds	1	5	C	15	C	NA	NA	Breakfast
Main	Room B	Two Year Olds and Three Year Olds	1	8	C	15	C	NA	NA	Breakfast
Main	Room C	Three Year Olds	1	8	C	15	C	NA	NA	Centers
Main	Room D	Three Year Olds	1	5	C	15	C	NA	NA	Art
Main	Room E	Four Year Olds and Five Year Olds	1	7	C	15	C	NA	NA	Circle Time
Main	Room F		0	0	C	15	C	NA	NA	
Main	Room G	Four Year Olds and Five Year Olds	1	7	C	15	C	NA	NA	Circle Time
Main	Room H		0	0	C	15	C	NA	NA	
Total Capacity @35 sq. ft.: 120						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 40			Total Capacity @35 sq. ft.: 120			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playgrd -A	51	C
Main	Playgrd B	37	C

Comments

The purpose of today's visit is a licensing study. This is the second visit of the fiscal year. The center does not care for infants, does not transport children, and does not dispense any medication at this time. The center is in the process of becoming Quality Rated.

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@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	

Joyce Patton, Program Official

Date

Beth Houtz, Consultant

Date



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Findings Report

Date: 4/4/2018 **VisitType:** Licensing Study **Arrival:** 8:15 AM **Departure:** 11:45 AM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Not Met

Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that the following rooms had shelving that was unsecured and posed a possible tipping or falling hazard to children in care.

- A white shelf in the two-year-old room was not secured.
- A dark blue shelf and a turquoise shelf in the three-year-old room was not secured.
- A red shelf in the bathroom of the last three-year-old room, a red shelf in the classroom, and a peach shelf in the classroom was not secured.
- A white shelf and a black shelf in the four-year-old classroom was not secured.
- A green shelf in the last four-year-old classroom was not secured.

POI (Plan of Improvement)

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 4/18/2018

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records

Met

Comment

Records were observed to be complete and well organized.

	Facility
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591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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)

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following items were accessible to children in care.

- In the two-year-old classroom a broom and dust pan were in the bathroom.
- In the three-year-old room a plunger was in the bathroom,
- In the four-year-old classroom a toilet brush was in the bathroom.
- In Pre-K classroom a toilet brush was in the bathroom.
- In the last four-year-old classroom a toilet brush and a plunger were in the bathroom.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 4/4/2018

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

Not Met

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the following hazards were accessible to children in care.

- Eight swings were observed to not be in use due to the rusted hooks.
- Five swings were observed to be in use and these swings had rusted hooks at the top of the swing where it attaches to the frame.
- The Lil Monkey climber was not secured to the ground. The consultant was able to lift up one side of the climber.
- The Little Tikes rocket ship had a crack in two separate areas on the roof.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 4/14/2018

Technical Assistance

591-1-1-.26(8) - The center has a resilient surface of mulch that measures an average of four inches in length and has jagged edges. Resilient surface materials should not include sharp jagged edges, splintered wood, large pieces, etc. please consider using a shorter type of mulch without jagged edges in the future.

Correction Deadline: 4/14/2018

Food Service

591-1-1-.15 Food Service & Nutrition

Met

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

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)

Not Met

Comment

Proper hand washing observed throughout the center.

Finding

591-1-1-.17(6) requires garbage and organic waste to be stored in containers that are lined with plastic liners and have tight-fitting covers. Trash and garbage shall be removed from the building daily or as often as necessary to maintain the premises in a clean condition. It was determined based on observation that the trash cans in drop-off room, the last four-year-old room, and the three year old room had trash cans that did not have a cover or lid.

POI (Plan of Improvement)

The Center will provide the required containers and implement a plan to ensure that trash and garbage are taken out daily, or more often, if needed.

Correction Deadline: 4/4/2018

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

The Director stated that no medications are currently dispensed.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

Fire and Safety Drills were observed to be documented and up-to-date.

Correction Deadline: 4/9/2018

591-1-1-.27 Posted Notices**Met****Comment**

Observed all required posted notices.

Safety

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

Center does not keep animals on premises.

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Met****Comment**

The center does not care for infants. 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.

Correction Deadline: 12/21/2017

Corrected on 4/4/2018

.30(4) - This citation was observed to be corrected on this date. All sheets were observed to be separated and mats were all covered.

Staff Records

Records Reviewed: 15**Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 08/10/2015

Records Reviewed: 15**Records with Missing/Incomplete Components: 1**

Staff # 2 Date of Hire: 09/04/2017	Met
Staff # 3 Date of Hire: 02/13/2017	Met
Staff # 4 Date of Hire: 07/18/2016	Met
Staff # 5	Met
Staff # 6 Date of Hire: 09/28/2015	Met
Staff # 7 Date of Hire: 06/26/2017	Met
Staff # 8 Date of Hire: 09/01/2017	Met
Staff # 9 Date of Hire: 04/28/2014 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 10 Date of Hire: 10/13/2014	Met
Staff # 11 Date of Hire: 09/15/2016	Met
Staff # 12 Date of Hire: 02/20/2018	Met
Staff # 13 Date of Hire: 08/28/2017	Met
Staff # 14 Date of Hire: 11/06/2017	Met
Staff # 15 Date of Hire: 05/01/2017	Met

Staff Credentials Reviewed: 15

591-1-1-.09 Criminal Records Check(CR)**Met****Comment**

Criminal records checks were observed to be complete.

Comment

Director provided three file(s) for employees hired since last visit.

591-1-1-.14 First Aid & CPR**Met****Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training**Technical Assistance****Comment**

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.

Four employees hired within the past year still need to complete the required six hours of first year training as required in the above rule. This training is in addition to the Health and Safety orientation training.

Correction Deadline: 5/4/2018

Technical Assistance

591-1-1-.33(6) - The consultant observed that one out of twelve employees did not have the required ten hours of annual training only two hours were observed for this employee. The Director will ensure that all staff obtain the required ten hours of annual training each year.

Correction Deadline: 5/4/2018

591-1-1-.31 Staff(CR)**Met****Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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**

Staff observed to provide direct supervision and be attentive to children's needs.