



**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:** 5/2/2019    **VisitType:** Licensing Study    **Arrival:** 3:50 PM    **Departure:** 4:55 PM

**CCLC-2489**

**Y Afterschool @ High Point Elementary**

520 Greenland Road Atlanta, GA 30342 Fulton County  
 (770) 451-9622 JaredG@ymcaatlanta.org

**Regional Consultant**

Emma Smith  
 Phone: (770) 357-5106  
 Fax: (770) 357-5107  
 emma.smith@dec.al.gov

**Mailing Address**

3692 Ashford Dunwoody Rd.  
 ATLANTA, GA 30319

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
05/02/2019	Licensing Study	Good Standing	
11/15/2018	Monitoring Visit	Good Standing	
04/26/2018	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	A: Cafeteria	Five Year Olds and Six Year Olds and Over	6	51	C	57	C	NA	NA	Transitioning, Out side, Homework
Main	B: Gymnasium		0	0	C	150	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 150			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Centers Request				
Total # Children this Date: 51			Total Capacity @35 sq. ft.: 150			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A: Blacktop w/grass	299	C
Main	B: Blacktop near Bldg	30	C
Main	Preschool Playground	41	C
Main	Toddler Playground	13	C

**Comments**

The purpose of this visit is to conduct a licensing study on this date.

Plan of Improvement: No Plan Developed

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx> , for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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://dec.state.ga.us/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).

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

Jared Guyer, Program Official

Date

Emma Smith, Consultant

Date



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

### Findings Report

**Date:** 5/2/2019      **VisitType:** Licensing Study      **Arrival:** 3:50 PM      **Departure:** 4:55 PM

**CCLC-2489****Y Afterschool @ High Point Elementary**

520 Greenland Road Atlanta, GA 30342 Fulton County  
(770) 451-9622 JaredG@ymcaatlanta.org

**Mailing Address**

3692 Ashford Dunwoody Rd.  
ATLANTA, GA 30319

**Regional Consultant**

Emma Smith

Phone: (770) 357-5106

Fax: (770) 357-5107

emma.smith@decal.ga.gov

The following information is associated with a Licensing Study:

**Activities and Equipment****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.

**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**

---

**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)** **Met**

**Comment**

Center appears clean and well maintained.

---

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

**Comment**

Playground observed to be clean and in good repair. Director stated the children only use field area and black top area when playing outside. Director also stated that the school is renovating the playground and the consultant observed the construction area to be fenced off and inaccessible to the children on this date.

---

**Food Service**

---

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

**Comment**

Center menu meets USDA guidelines.

---

**Health and Hygiene**

---

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

**Comment**

There are no children enrolled that require diapering in this program.

---

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

**Comment**

Proper hand washing observed throughout the center.

---

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

**Comment**

The Provider currently does not dispense/administer medication.

---

**Policies and Procedures**

---

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

**Comment**

Program observed complete emergency drills with the last fire drill conducted on April 29, 2019 and other emergency drills conducted on January 11, 2019 on this date.

---

**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**

Age-appropriate discussion and/or redirection observed.

**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.

---

<b>Sleeping &amp; Resting Equipment</b>
---

---

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

**Comment**

Resting periods are not provided in this program.

---

<b>Staff Records</b>
----------------------

---

**Records Reviewed: 8**

**Records with Missing/Incomplete Components: 0**

---

Staff # 1	Met
Date of Hire: 08/05/2018	
Staff # 2	Met
Date of Hire: 08/06/2018	
Staff # 3	Met
Date of Hire: 08/09/2014	
Staff # 4	Met
Date of Hire: 11/27/2018	
Staff # 5	Met
Date of Hire: 02/21/2013	
Staff # 6	Met
Date of Hire: 03/26/2018	
Staff # 7	Met
Date of Hire: 08/22/2018	
Staff # 8	Met

**Records Reviewed: 8**

**Records with Missing/Incomplete Components: 0**

Date of Hire: 08/21/2018

**Staff Credentials Reviewed: 8**

---

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Technical Assistance**

**Technical Assistance**

591-1-1-.09(1) - Criminal record checks were observed to be complete for all 8 staff on this date. 1 of 8 staff member's letter needs to be ported over from previous employment.

**Comment**

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

---

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

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

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

---

**591-1-1-.33 Staff Training Met**

**Comment**

Documentation observed of required staff training.

---

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
---------------------------------

---

**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.