



**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:** 12/5/2018    **VisitType:** Licensing Study    **Arrival:** 2:40 PM    **Departure:** 5:00 PM

**CCLC-35861**

**YWCO Afterschool at Colham Ferry Elementary School**

191 Colham Ferry Rd. Watkinsville, GA 30677 Oconee County  
 (706) 769-7764 ywco.afterschool@gmail.com

**Regional Consultant**

Tasha McDonald  
 Phone: (770) 344-3353  
 Fax: (678) 891-5601  
 tasha.mcdonald@decal.ga.gov

**Mailing Address**  
 562 Research Drive  
 Athens, GA 30605

**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.
12/05/2018	Licensing Study	Good Standing	
01/16/2018	Monitoring Visit	Good Standing	
08/24/2017	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
Gym	Gym		0	0	C	204	C	NA	NA	
Total Capacity @35 sq. ft.: 204					Total Capacity @25 sq. ft.: 0					
Main	A/Cafeteria	Five Year Olds and Six Year Olds and Over	8	100	C	106	C	NA	NA	Free Play, Homework
Total Capacity @35 sq. ft.: 106					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 100			Total Capacity @35 sq. ft.: 310			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG	787	C

**Comments**

The purpose of this visit was to conduct a licensing visit and to follow-up on the previous visit conducted on January 16, 2018.

Plan of Improvement: Developed This Date 12/05/2018

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).



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://www.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)

Hannah Rogers, Program Official

Date

Tasha McDonald, 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-.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)**

**Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Met**

**Correction Deadline: 1/16/2018**

**Corrected on 12/5/2018**

.26(9) - The previous citation was observed to be corrected on this date. Consultant observed the center to be free of hazards on this date.

#### Health and Hygiene

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

No children enrolled that require diapering.

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

Staff were observed to remind children to wash hands.

**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****Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on consultant's review of the center's emergency documentation the center did not have evidence of a fire drill being conducted for the month of October 2018 and November 2018, when it is required for these drill to be conducted every month.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 12/10/2018****591-1-1-.27 Posted Notices****Met****Comment**

Observed all required posted notices.

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

Age-appropriate discussion and/or redirection observed.

**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**

School age after school program no rest period required.

**Staff Records****Records Reviewed: 12****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

**Records Reviewed: 12****Records with Missing/Incomplete Components: 0**

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Date of Hire: 08/21/2017

Staff # 2 Met

Date of Hire: 09/01/2015

Staff # 3 Met

Date of Hire: 07/30/2018

Staff # 4 Met

Date of Hire: 08/24/2016

Staff # 5 Met

Date of Hire: 08/03/2018

Staff # 6 Met

Date of Hire: 10/18/2018

Staff # 7 Met

Date of Hire: 08/28/2018

Staff # 8 Met

Date of Hire: 08/01/2017

Staff # 9 Met

Date of Hire: 03/01/2018

Staff # 10 Met

Date of Hire: 09/14/2018

Staff # 11 Met

Date of Hire: 12/07/2017

Staff # 12 Met

Date of Hire: 11/08/2017

**Staff Credentials Reviewed: 12**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Consultant reviewed five files for staff members hired since the previous visit was conducted on January 16, 2018. Consultant observed five of five newly hired staff members to have evidence of a satisfactory determination letter on file on this date.

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

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

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

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Center observed to maintain appropriate staff:child ratios.

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**591-1-1-.32 Supervision(CR)****Met****Comment**

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