



**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:** 7/27/2018    **VisitType:** Initial Licensing Study    **Arrival:** 9:30 AM    **Departure:** 1:45 PM

**CCLC-49532**

**YWCO After School at Oconee County Primary School**

2290 Hog Mountain Road Watkinsville, GA 30677 Oconee County  
(706) 769-7941 ywco.afterschool@gmail.com

**Mailing Address**  
Same

**Regional Consultant**

Neli Todorova  
Phone: (770) 359-5167  
Fax: (678) 891-5630  
neli.todorova@decal.ga.gov  
Joint with: Chrissy Powell

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
07/27/2018	Initial Licensing Study	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	Cafeteria		0	0	C	79	C	NA	NA	
Main	Computer Lab		0	0	C	0	C	NA	NA	
Main	Gym		0	0	C	124	C	NA	NA	
Total Capacity @35 sq. ft.: 200						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Insufficient Toilets/Sinks		
Total # Children this Date: 0		Total Capacity @35 sq. ft.: 200				Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	545	C

**Comments**

The Child Care Learning Center was granted the Final License and Permission to Operate on this date. No children were present or enrolled during the visit. The Center's total Licensed capacity measured at 200 children, based on Consultant's measurement of two of two classrooms and one Special Use room. Additionally one of one Playgrounds were Licensed 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).

	<p><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. You are encouraged not to wait and to complete the process as soon as possible.</p>
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You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decal.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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.

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**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](mailto: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.

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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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Audrey Ballew, Program Official

Date

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Neli Todorova, Consultant

Date

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Chrissy Powell, Consultant

Date



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**Findings Report**

**Date:** 7/27/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:30 AM **Departure:** 1:45 PM

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The following information is associated with a Initial 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**

On this date, the Center Director/Administrator stated that the program will not participate in Swimming activities. Consultant discussed Swimming requirements with Center Director/Administrator, prior to the visit and on this date. Consultant also stated to Center Director/Administrator that prior to participating in Swimming activities, in water two (2) feet in depth or greater, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming Rules.

**Children's Records**

**Records Reviewed: 4**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

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

**Met**

**Comment**

No children were enrolled on this date. Documentation discussed prior to the visit and on this date.

**Facility**

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**591-1-1-.06 Bathrooms****Met****Comment**

Variances are on file for the distance to the bathroom and for the bathroom ventilation. Please monitor the bathrooms for necessary supplies such as soap and paper towels

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

The program was licensed for 200 children on this date. The limitations are due to the number of toilets and sinks available for the children. Consultant discussed licensed space and special use space with the director on this date.

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

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Comment**

Discussed monitoring the ground under the trees on the playground and remove any tree fruits as necessary.

**Comment**

The program is using part of the school's playground and is using cones to mark the perimeter. A variance on file for fence not being four feet high on the playground located in a public school. The lower left portion of the playground area was licensed on this date. The upper right portion of the playground ( upper right hand swings and gazebo area) were not licensed. Additionally, the L-shaped shaded equipment and the climbing dome area were not licensed. The program will ensure that the areas that are not licensed will have cones around them and there will be watchful oversight at all times so the children in care do not use any of the unlicensed space and/or equipment.

**Comment**

591-1-1-.26(4) The program has submitted a waiver for the fence on the playground and will be using cones to mark the licensed space.

**Correction Deadline: 7/27/2018**

**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 consultant's observation that there was rust on the swing chains and one of the swing seats was broken. Additionally, it was determined that there was peeling paint and rusting bolts on the slide play structure on the right side of the licensed playground space. It was also determined that there was splintering wood on the wooden boards around the mulch covered area around the playground equipment.

**POI (Plan of Improvement)**

Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 8/6/2018**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

This is an Afterschool only program. Afternoon snack will be served. Consultant discussed USDA guidelines with the director before the visit and on this date.

**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://decal.ga.gov/CACFP/Handbook.aspx>

USDA

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

**Health and Hygiene**

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

**Comment**

There were no children enrolled in the program on this date. The program serves children ages five through 12 year of age and will be diapering children with special needs in the special needs bathroom of the school (equipped with a diaper changing table, sink and exhaust vent).

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

**Comment**

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the director on this date. A variance is on file for the water temperature.

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

**Comment**

There were no children enrolled on this date. The Provider currently does not dispense/administer medication, Consultant advised the Director to contact the assigned Regional Consultant to discuss the rules and regulations if the program starts administering medication in the future.

**Safety**

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

**Comment**

There were no children enrolled on this date. The center's discipline policy was reviewed prior to the visit and on this date. Regulations regarding proper discipline were discussed with the director on this date.

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

**Comment**

The Center Director and Owner stated that the Center will not provide routine Transportation and Field Trips at this time. Consultant discussed with Center Director and Owner, all requirements needed in order to transport and conduct field trips with children. Consultant also stated to Center Director and Owner that prior to providing Transportation and/or Field Trips, the Center is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the Center Director and all Center Staff participating in any aspect of Transportation, and ensure all Transportation/Field Trip regulations, checklists/forms and vehicle requirements are met. Further, Consultant stated to Center Director and Owner, that prior to providing Transportation and/or Field Trips, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Transportation and Field Trip requirements

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

The Center Director and Owner stated that the Center will not provide routine Transportation and Field Trips at this time. Consultant discussed with Center Director and Owner, all requirements needed in order to transport and conduct field trips with children. Consultant also stated to Center Director and Owner that prior to providing Transportation and/or Field Trips, the Center is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the Center Director and all Center Staff participating in any aspect of Transportation, and ensure all Transportation/Field Trip regulations, checklists/forms and vehicle requirements are met. Further, Consultant stated to Center Director and Owner, that prior to providing Transportation and/or Field Trips, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Transportation and Field Trip requirements

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**Sleeping & Resting Equipment**

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

The center serves children ages five through 12 and does not offer naps and does not use sleeping/resting equipment.

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**Staff Records****Records Reviewed: 5****Records with Missing/Incomplete Components: 1**

Staff # 1 Met  
Date of Hire: 07/27/2018

Staff # 2 Not Met  
Date of Hire: 07/27/2018  
"Missing/Incomplete Components"  
.14(2)-First Aid Missing

Staff # 3 Met  
Date of Hire: 07/27/2018

Staff # 4 Met  
Date of Hire: 07/27/2018

Staff # 5 Met  
Date of Hire: 07/27/2018

**Staff Credentials Reviewed: 5**

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

Criminal records checks were observed to be complete for five staff. Consultant discussed Comprehensive Background checks with the Director prior to the visit and on this date.

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**591-1-1-.14 First Aid & CPR****Not Met****Comment**

Complete first aid kit observed.

**Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on consultant's review of records that the Director had CPR but not First Aid training on file on this date. Additionally it was determined that less than 50% of staff had evidence of current First Aid/CPR training on this date.

**POI (Plan of Improvement)**

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

**Correction Deadline: 8/26/2018**

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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**

The Center was not operating, and there were no children enrolled on this date. Consultant discussed proper Staff: child ratios and classroom capacities with the Center Director and Owner, prior to the visit and on this date.

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

There were no children enrolled on this date. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date. Supervision plans were developed on this date for use of the bathrooms and for the blind spot area under the tree by the swing set on the playground.