



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

Cover Sheet

Date: 9/27/2022 **VisitType:** Licensing Study

Arrival: 9:00 AM

Departure: 4:35 PM

CCLC-3228

Memorial Day School Day Care

6500 Habersham Street Savannah, GA 31405 Chatham County
 (912) 352-9302 platson@memday.org

Regional Consultant

Chrissy Miller

Phone: (770) 408-5457

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chrissy.miller@decal.ga.gov

Mailing Address

Same

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.
09/27/2022	Licensing Study	Good Standing	
04/27/2022	Monitoring Visit	Good Standing	
10/19/2021	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
I	27		0	0	C	12	C	NA	NA	
I	44	Three Year Olds and Four Year Olds	1	8	C	21	C	NA	NA	Lunch, Transitioning
I	46	One Year Olds	2	12	C	15	C	NA	NA	Music, Diapering
I	47	Two Year Olds	1	6	C	13	C	NA	NA	Music
I	48	Infants	1	3	C	13	C	NA	NA	Floor Play
I	49	Infants	2	7	C	13	C	NA	NA	Floor Play
I	Room 28		0	0	C	10	C	NA	NA	
Total Capacity @35 sq. ft.: 97			Total Capacity @25 sq. ft.: 0							
II	11		0	0	C	13	C	NA	NA	
II	13		0	0	C	11	C	NA	NA	
II	14		0	0	C	11	C	NA	NA	
II	16		0	0	C	14	C	NA	NA	
II	17		0	0	C	11	C	NA	NA	
II	20		0	0	C	9	C	NA	NA	
II	21	Three Year Olds	1	7	C	9	C	NA	NA	Transitioning, Lunch
II	22	Two Year Olds	1	7	C	10	C	NA	NA	Transitioning
II	23		0	0	C	9	C	NA	NA	
II	24		0	0	C	9	C	NA	NA	
II	25		0	0	C	9	C	NA	NA	

II	26		0	0	C	10	C	NA	NA
Total Capacity @35 sq. ft.: 125					Total Capacity @25 sq. ft.: 0				
III	12		0	0	C	11	C	NA	NA
III	18		0	0	C	13	C	NA	NA
Total Capacity @35 sq. ft.: 24					Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 50		Total Capacity @35 sq. ft.: 246			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
I	Lg. Playground	184	C
I	Sm. Playground	18	C

Comments

This is the first regulatory visit of the fiscal year.

Per the Director, the center does not currently dispense medication, provide routine transportation, field trips, or swimming activities.

The Consultant emailed a copy of a fire/safety drill template, a written emergency plans template, and an infant feeding plan template to the Director during the visit.

Plan of Improvement: Developed This Date

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



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical assistance is available!

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Patricia Latson, Program Official

Date

Chrissy Miller, 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)

Technical Assistance

Technical Assistance

591-1-1-.12(2) - Discussed installing rubber bumpers to the corner of the newly installed shelves or raise the shelves in the classrooms to ensure that the shelves do not pose a hazard to the children in care.

Correction Deadline: 9/27/2022

Technical Assistance

591-1-1-.12(3) - Discussed that any equipment or furniture be placed so as to permit the children's freedom of movement and to minimize danger of accident and collision inside of the infant classroom.

Correction Deadline: 9/27/2022

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

N/A

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****Correction Deadline: 5/4/2022****Corrected on 9/27/2022**

.08(1) - The consultant observed this rule to be corrected. Please ensure that the authorized person(s) listed on the enrollment form have complete addresses on file to include the street name, city, state, and zip code.

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**

Center appears clean and well maintained.

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

591-1-1-.26(8) - Discussed maintenance of resilient surface on the large playground. Please add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 10/7/2022**Food Service**

591-1-1-.15 Food Service & Nutrition**Technical Assistance****Comment**

Please ensure that bottles are covered and fully labeled with child's full name.

Technical Assistance

591-1-1-.15(2) - Please use the template provided to ensure that all the required information for the infant feeding form is documented for each infant child enrolled at the center. The instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies.

Correction Deadline: 9/27/2022**Technical Assistance**

591-1-1-.15(2)(a) - Discussed that the staff are required to hold and feed infants less than six months of age and older children who cannot hold their own bottles or sit alone. Baby bottles shall never be propped; the infant's head shall be elevated while feeding.

Correction Deadline: 9/27/2022

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appeared clean and well organized. Discussed ensuring that the milk that expired on September 26, 2022 is not served to the children. The consultant observed fresh milk that was purchased and ready to be served to the children that expires in October of 2022.

Health and Hygiene

Technical Assistance

591-1-1-.07(5) - Discussed that the Center Staff should not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. The consultant observed one out of seven children wearing a teething necklace around their necks in classroom 49 (infant classroom).

Correction Deadline: 9/27/2022

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met****Finding**

591-1-1-.10(6) requires Center Staff to keep any items which might harm a child out of a child's reach. It was determined based on the consultant's observation that the diaper changing supplies located on the shelf above the diapering area fell onto a child laying on the diaper changing table in classroom 46.

POI (Plan of Improvement)

The Center will remove any harmful item and provide instruction to staff. that includes identification and storage of hazardous items and procedures for keeping classrooms and other children's areas free of hazards.

Correction Deadline: 9/27/2022

591-1-1-.17 Hygiene(CR)**Not Met**

Correction Deadline: 4/27/2022

Corrected on 9/27/2022

.17(7) - The consultant observed this rule to be corrected. The consultant observed proper handwashing of the children throughout the visit.

Finding

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on the consultant's observation that the a staff member, located in classroom 46, did not wash their hands before diapering a child, as required.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 9/27/2022

Recited on 9/27/2022

591-1-1-.20 Medications(CR)**N/A****Comment**

The Provider currently does not dispense/administer medication.

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Technical Assistance**

Technical Assistance

591-1-1-.21(1)(p) - Please use the template provided to ensure that the written emergency plans for the program is comprehensive and includes a plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the program; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no staff will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals.

Correction Deadline: 10/2/2022

Technical Assistance

591-1-1-.21(3) - Please use the document provided to update, conduct, and document 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 program shall maintain documentation of the dates and times of these drills for two years.

Correction Deadline: 10/2/2022

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

Please make sure that all required signs are posted and up to date.

Safety

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR)**N/A****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

591-1-1-.30(1)(b)1 - Discussed that the mats should be in good repair without any exposed cushion. The center had additional mats to be used in classroom 21 and classroom 22 for the children during naptime. Also discussed that the mats to be used by the children in care should be at least 2" inch thick.

Correction Deadline: 9/27/2022

Correction Deadline: 4/27/2022

Corrected on 9/27/2022

.30(2) - The consultant observed this rule to be corrected. The staff stated proper safe sleep procedures during the visit.

Staff Records

Records Reviewed: 12**Records with Missing/Incomplete Components: 7**

Staff # 1**Met**

Records Reviewed: 12**Records with Missing/Incomplete Components: 7**

Date of Hire: 07/14/2021

Staff # 2 Met

Date of Hire: 03/06/2021

Staff # 3 Not Met

Date of Hire: 09/30/2019

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 4 Met

Date of Hire: 07/25/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 5 Not Met

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing,.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 10/01/2004

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 7 Not Met

Date of Hire: 08/29/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8 Met

Staff # 9 Not Met

Date of Hire: 05/05/2017

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 10 Met

Date of Hire: 01/23/2012

Staff # 11 Not Met

Date of Hire: 09/15/2021

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 12 Not Met

Date of Hire: 04/02/2012

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff Credentials Reviewed: 7**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on the consultant's review of records that staff member #7 did not have was not electronically ported to the current center, as required.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure CRC rules are maintained.

Correction Deadline: 9/27/2022**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**Not Met****Comment**

Please ensure completed orientation checklists are documented and signed.

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on the review of records that the center did not have valid evidence of staff member #11 completing health and safety training when requested by the department during the visit.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 10/27/2022

Technical Assistance

591-1-1-.33(4) - Discussed that the cook must obtain evidence of at least four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage within the first twelve (12) months of employment.

Correction Deadline: 10/27/2022

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on the consultant's review of records that the center did not have evidence of staff member #3, staff member #5, staff member #9, staff member #11, and staff member #12 completing at least ten (10) annual training hours for January 2021 to December 2021 when requested by the department during the visit.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2022

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

Not Met

Finding

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based on the consultant's review of records that the Director's CDA expired on December 11, 2020 and had not been renewed to fulfill the minimum academic requirements of the position as required.

POI (Plan of Improvement)

The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation.

Correction Deadline: 9/27/2022

Recited on 9/27/2022

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on the consultant's review of records that the assigned lead teacher, who was hired on October 1, 2004, did not have evidence of a credential or degree to fulfill the minimum academic requirements of the position as required.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 9/27/2022

Recited on 9/27/2022

Correction Deadline: 4/27/2022

Corrected on 9/27/2022

.31(2)(b)3.(ii)(I) - (VIII) - This rule has been corrected. Please use the document provided to update the professional learning plans for the staff.

Staffing and Supervision

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

Met

Correction Deadline: 4/27/2022

Corrected on 9/27/2022

.32(5) - The consultant observed this rule to be corrected. The center was observed to maintain appropriate staff:child ratios during the visit.

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

Met

Comment

Adequate supervision observed on this date.