



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: 2/8/2017 **VisitType:** Licensing Study **Arrival:** 2:00 PM **Departure:** 3:00 PM

CCLC-29130

First Baptist Church Afterschool Program

95 West Morse Street Forsyth, GA 31029 Monroe County
 (478) 994-5240 carlaniblett@fbcforseyth.com

Regional Consultant

Ashley Cunningham
 Phone: (866) 374-9389
 Fax: (866) 375-0880
 Ashley.Cunningham@dec.al.ga.gov

Mailing Address
 Same

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.
02/08/2017	Licensing Study	Good Standing	
09/21/2016	Monitoring Visit	Good Standing	
04/28/2016	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	Fellowship Hall		0	0	C	57	C	NA	NA	Free Play
Main	Library (Special Use)		0	0	C	26	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0			Building capacity limited by Insufficient Toilets/Sinks				
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main Plgd	30	C

Comments

Plan of Improvement: Developed This Date 02/08/2017

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@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.

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)

Carla Niblett, Program Official

Date

Ashley Cunningham, 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-.35 Swimming Pools & Water-related Activities(CR)

N/A

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 1

Records with Missing/Incomplete Components: 1

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)(b)-Work Address Missing,.08(1)(b)-Work Number Missing

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

Not Met

Finding

591-1-1-.08(a)-(f) requires Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled that includes the following information: (a) child's name, birth date, sex, address, living arrangement, name of school if applicable; (b) names of both Parents, home and work addresses, and home and work telephone numbers; (c) name(s) and addresses of the person(s) to whom the child may be released including address, telephone number, relationship to child and other identifying information; (d) name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; (e) name and telephone number of the child's primary source of health care; and (f) known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of five children records that one out of five records was missing the following information: Mother employer address and father employer address and phone number.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

591-1-1-.23 Parental Authorization	Met
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Comment

Parent Authorizations Obtained/Completed

Facility

591-1-1-.06 Bathrooms	Met
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Comment

Observation-Clean and Well Maintained

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

Observation-Center Clean/Well Maintained

Comment

Observation-No Hazards Accessible

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

Observation-Clean/Good Repair

Food Service

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

After school Program. Only Snack Served. Drinking water is available to children

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

Ensure storage in airtight containers for any left over snack if needed.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)	N/A
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Comment

After school program only. No diapered children enrolled

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

Discussed proper hand washing

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

Per the director, medication is not dispensed.

Safety

591-1-1-.05 Animals	N/A
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Comment

No Animals Kept

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

No children present - discipline discussed

591-1-1-.13 Field Trips(CR)	N/A
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Comment

Per the director, No Field Trips at This Time

591-1-1-.36 Transportation(CR)	Not Met
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Comment

Observed-Complete Documentation

Finding

591-1-1-.36(3)(a-c) requires the Director and each Staff person responsible for or who participates in the transportation of children to meet the following requirements: (a) complete two (2) clock hours of transportation training on or before June 30, 2015 and at least every two years thereafter. (b) Effective July 1, 2015, the Director and each Staff person who will be responsible for or participate in the transportation of children shall have completed two (2) clock hours of transportation training prior to assuming any duties related to the transportation of children and at least every two years thereafter. (c) Any transportation training completed should be state approved or state accepted training. It was determined based on the consultant review of staff files that one driver had not completed their two hour transportation training.

POI (Plan of Improvement)

The center will ensure that the director, center staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 2/18/2017

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)	N/A
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Comment

After school program only. Children are not required to rest.

Correction Deadline: 2/9/2017

Staff Records

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

Criminal Records Check complete

Staffing and Supervision

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

No children present; proper ratios discussed

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

No children present; proper supervision discussed