



**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: 2/15/2017 **VisitType:** Licensing Study

Arrival: 2:45 PM

Departure: 4:40 PM

CCLC-38708

Y After School at West Roswell

1201 Alpharetta St. Roswell, GA 30075 Fulton County
(770) 664-3547 oliviak@ymcaatlanta.org

Regional Consultant

Shannon Curtis

Phone: (770) 342-7802

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shannon.curtis@decalfga.gov

Mailing Address

3655 Preston Ridge Road
Alpharetta, GA 30005

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.
02/15/2017	Licensing Study	Good Standing	
09/28/2016	Monitoring Visit	Good Standing	
03/17/2016	Monitoring Visit	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	Cafeteria	Five Year Olds and Six Year Olds and Over	3	34	C	102	C	NA	NA	Snack
					Total Capacity @35 sq. ft.: 102	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 34			Total Capacity @35 sq. ft.: 102			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	229	C
Main	Playground B - Hard Surface	100	C

Comments

The purpose of this visit is to conduct a licensing study visit and to follow-up to previous visit conducted on September 28, 2016.

Plan of Improvement: Developed This Date 02/15/2017

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).

	<p>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.</p>
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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)

Paris Bostic, Program Official

Date

Shannon Curtis, 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)

Met

Comment

No Swimming Activities Provided

Children's Records

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

Met

Comment

Parent Authorizations Obtained/Completed

591-1-1-.23 Parental Authorization

Met

Comment

Parent Authorizations Obtained/Completed

Facility

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

Met

Comment

Observation-No Hazards Accessible

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

Met

Comment

Observation-Clean/Good Repair

Comment

The After-School Program does not use the playground equipment for outside activities.

Food Service

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

Comment

Menu Meets USDA Guidelines

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

Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Comment

No children enrolled in the After-School Program that requires diapering.

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

Comment

Observed-Proper Hand Washing Throughout

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

Comment

The After-School Program does not administer medication at this time.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Not Met**

Finding

591-1-1-.21(3) requires that the Center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. The Center did not document the fire drills. It was determined based on Consultant's observations the After-School Program did not conduct and document monthly fire drills as required on this date.

POI (Plan of Improvement)

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

Correction Deadline: 2/20/2017

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

Comment

Observed-All Notices Posted

Safety

591-1-1-.05 Animals **Met**

Comment

No Animals Kept

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

Comment

Observed-Discussion/Redirection

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

Comment

No Field Trips at This Time

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

Consultant observed complete First Aid Kit on this date.

Comment

No Routine Transportation Provided

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

The After-School Program does not participate in resting activities.

Staff Records**Records Reviewed: 5****Records with Missing/Incomplete Components: 2**

Staff # 3

Not Met

Date of Hire: 08/01/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 08/03/2013

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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

Criminal Records Check complete for all staff on this date.

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

Observed-100% Certified First Aid & CPR

591-1-1-.33 Staff Training**Not Met****Finding**

591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on review of staff files that two of the five staff members did not have evidence of the required ten clock hours of annual training on this date.

POI (Plan of Improvement)

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

Correction Deadline: 3/17/2017**Staffing and Supervision**

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Adequate Supervision