



**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:** 3/28/2017    **VisitType:** Monitoring Visit    **Arrival:** 3:25 PM    **Departure:** 4:30 PM

**CCLC-10782**

**North GA YMCA After School at Westside Elementary**

72 Braves Lane Rossville, GA 30741 Catoosa County  
 (706) 935-2226 jdonahoo@ymcachattanooga.org

**Regional Consultant**

Colleen Covey  
 Phone: (706) 256-7245  
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 colleen.covey@dec.al.ga.gov

**Mailing Address**

1735 Battlefield Pkwy  
 Fort Oglethorpe, GA 30742

<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.
03/28/2017	Monitoring Visit	Good Standing	
09/14/2016	Licensing Study	Good Standing	
03/29/2016	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	A-Cafeteria	Six Year Olds and Over	3	10	C	74	C	NA	NA	Free Play	
Main	B-Gym		0	0	C	139	C	NA	NA		
Main	C-Media Center		0	0	C	51	C	NA	NA		
Main	D-Music Room		0	0	C	26	C	NA	NA		
Main	E-Light Span		0	0	C	30	C	NA	NA		
Total Capacity @35 sq. ft.:			320			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 10			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:					
			320						0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	360	C

**Comments**

Follow up to the Licensing Study that was conducted on September 14, 2017 was completed 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).

**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](http://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.

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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)

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John Donahoo, Program Official

Date

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Colleen Covey, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

**Activities and Equipment**

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

N/A

**Comment**

No Swimming Activities Provided

**Children's Records**

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

Met

Correction Deadline: 9/14/2016

Corrected on 3/28/2017

.08(a)-(f) - Children's Applications were complete on this date.

**Facility**

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

Met

**Comment**

Observation-No Hazards Accessible

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

Met

**Comment**

Discussed-Fluff/Redistribute Surface

**Food Service**

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

Met

Correction Deadline: 9/14/2016

Corrected on 3/28/2017

.15(5) - Menu was observed to be posted as required.

<b>Health and Hygiene</b>
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591-1-1-.10 Diapering Areas & Practices(CR)

N/A

**Comment**

The center does not serve diapered children.

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

Met

**Comment**

Observed-Staff Remind Children Wash Hand

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

N/A

**Comment**

The center does not administer medication.

<b>Policies and Procedures</b>
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591-1-1-.27 Posted Notices

Met

Correction Deadline: 9/14/2016

Corrected on 3/28/2017

.27(a) - License was observed posted.

Correction Deadline: 9/14/2016

Corrected on 3/28/2017

.27(b) - Copy of the rules was observed posted.

Correction Deadline: 9/14/2016

Corrected on 3/28/2017

.27(c) - Notice was observed posted on a parent board.

Correction Deadline: 9/14/2016

Corrected on 3/28/2017

.27(d) - Disease chart was observed posted.

Correction Deadline: 9/14/2016

Corrected on 3/28/2017

.27(e) - Parental access statement was posted.

Correction Deadline: 9/14/2016

Corrected on 3/28/2017

.27(f) - Designee was observed posted.

Correction Deadline: 9/14/2016

Corrected on 3/28/2017

.27(h) - Plans were observed posted.

Correction Deadline: 9/14/2016

Corrected on 3/28/2017

.27(i) - Visitor's statement was observed posted.

**Safety**

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

**Comment**

Observed-Positive Learning Environment

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

**Comment**

No Field Trips at This Time

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

**Comment**

No Routine Transportation Provided

**Sleeping & Resting Equipment**

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

**Comment**

The center is an afterschool only program.

**Staff Records**

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

**Comment**

Criminal Records Check complete for all three staff employed on this date.

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

**Correction Deadline: 10/14/2016**

**Corrected on 3/28/2017**

**.14(1)(a) - 50% of staff had CPR and 1st Aid**

**Correction Deadline: 10/14/2016**

**Corrected on 3/28/2017**

**.14(2) - 50% of staff had CPR and 1st aid.**

**Correction Deadline: 9/24/2016**

**Corrected on 3/28/2017**

**.14(3) - First aid kit was observed complete on this date.**

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591-1-1-.24 Personnel Records Met

**Correction Deadline: 9/19/2016**

**Corrected on 3/28/2017**

**.24 - Staff files were complete on this date.**

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591-1-1-.33 Staff Training Met

**Correction Deadline: 9/14/2016**

**Corrected on 3/28/2017**

**.33(1)(a)-(l) - Orientation was complete for staff.**

Correction Deadline: 10/14/2016

Corrected on 3/28/2017

.33(3) - Documentation was observed.

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

Met

Correction Deadline: 9/14/2016

Corrected on 3/28/2017

.31(1)(b) - The new Director has the required credential.

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

Met

**Comment**

Observed-Appropriate Staff:Child Ratios

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

Met

**Comment**

Observed-Adequate Supervision