



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: 4/4/2017 **VisitType:** Licensing Study **Arrival:** 3:00 PM **Departure:** 4:30 PM

CCLC-30658

YMCA Pryme Tyme May Howard Elementary

115 Wilmington Island Road Savannah, GA 31410 Chatham County
 (912) 663-2962 DC1prymetyme@ymcaofcoastalga.org

Regional Consultant

Stacey Foston
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 stacey.foston@decal.ga.gov

Mailing Address

6400 Habersham St. Suite A
 Savannah, GA 31405

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.
04/04/2017	Licensing Study	Good Standing	
11/30/2016	Monitoring Visit	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	Cafeteria	Five Year Olds and Six Year Olds and Over and PreK	4	53	C	77	C	NA	NA	Snack,Transitioning,Free Play,Outside
Total Capacity @35 sq. ft.: 77						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 53			Total Capacity @35 sq. ft.: 77			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PGD A	30	C
Main	PGD B	25	C

Comments

Plan of Improvement: Developed This Date 04/04/2017

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)

Mary Butler, Program Official

Date

Stacey Foston, Consultant

Date



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Findings Report

Date: 4/4/2017 **VisitType:** Licensing Study **Arrival:** 3:00 PM **Departure:** 4:30 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

591-1-1-.03(1) - Observed a variety of toys, books and art supplies accessible to the children.

Correction Deadline: 4/4/2017

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 3

Child # 1

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities

Child # 4

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities

Child # 5

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities

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 review of files that three of five children records did not have allergy information documented.

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.

Correction Deadline: 4/7/2017

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

Health and Hygiene

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

This is a before and after school only program. There are no children requiring diapering enrolled at this center.

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

Observed-Proper Hand Washing Throughout

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

The director states that the center does not dispense medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

591-1-1-.21(3) - Observed documentation that drills are conducted as required.

Correction Deadline: 4/9/2017

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) **N/A**

Comment
No Routine Transportation Provided

Sleeping & Resting Equipment

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

Comment
This is a before and after school only program. There is no sleeping equipment at the center.

Staff Records

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

Correction Deadline: 11/30/2016

Corrected on 4/4/2017
.09(1)(c) - Observed criminal record checks on file for all staff.

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

Comment
Observed-100% Certified First Aid & CPR

Comment
The first aid kit was observed to have all required items.

591-1-1-.33 Staff Training **Met**

Comment
Observed - Documentation Of Training

Staffing and Supervision

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

Comment
Observed-Appropriate Staff:Child Ratios

Comment

Observed-Adequate Supervision