



**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:** 5/1/2017      **VisitType:** Licensing Study      **Arrival:** 3:00 PM      **Departure:** 5:50 PM

**CCLC-30660**

**YMCA Pryme Tyme Marshpoint Elementary**

135 Whitmarsh Island Rd. Savannah, GA 31410 Chatham County  
 (912) 547-7105 DC1prymetyme@ymcaofcoastalga.org

**Regional Consultant**

Stacey Foston

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stacey.foston@dec.al.ga.gov

**Mailing Address**

6400 Habersham St. Suite A  
 Savannah, GA 31405

<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.
05/01/2017	Licensing Study	Support	
11/01/2016	Monitoring Visit	Good Standing	
03/25/2016	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	57	C	81	C	NA	NA	Free Play, Outside, Snack, Transitioning
Total Capacity @35 sq. ft.: 81			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 57			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PGD	53	C
Main	Right Field	55	C

**Comments**

Plan of Improvement: To Be Submitted 05/15/2017

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).



**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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Urshler Mack, Program Official

Date

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Stacey Foston, Consultant

Date



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Atlanta, GA 30334  
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### Findings Report

**Date:** 5/1/2017 **VisitType:** Licensing Study **Arrival:** 3:00 PM **Departure:** 5:50 PM

**CCLC-30660**

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

Observed-Variety Throughout Center

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 7**

**Records with Missing/Incomplete Components: 2**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-No Record

Child # 2

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities,.08(a)-(f)-Doctor, Clinic, Phone Numbers

**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 records that enrollment records was missing for one of seven files. In addition the telephone number of the child's primary source of health care and allergy information was not documented on one file.

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**Correction Deadline: 5/4/2017**

**591-1-1-.23 Parental Authorization****Not Met****Finding**

591-1-1-.23(a-f) require Parental authorization at the time of a child's enrollment for the following:

- (a) emergency medical care when the Parent is not available;
- (b) to dispense medication;
- (c) participation in field trips and special activities away from the Center;
- (d) participation in water related activities occurring in water that is more than two feet deep;
- (e) routine transportation to or from school, home or Center; and
- (f) pick up or drop off of a child by someone other than the Parent, including the names of such persons.

It was determined based on a review of files that enrollment records was missing for one of seven files. Parental authorization was not complete for one file.

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**Correction Deadline: 5/4/2017**

<b>Facility</b>
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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Met****Comment**

Observation-No Hazards Accessible

**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observations that three cracks were observed above the seam of the plastic tan tube slide. In addition the plastic rubber coating on a stair of the slide structure was cracked and peeling and posed a tripping hazard.

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**Correction Deadline: 5/25/2017****Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

There are no diapered children enrolled in this program.

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

591-1-1-17(7)(a-d) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids; after contamination by any other means. It was determined based on observation that children did not wash their hands upon arrival to the cafeteria where the Pryme Tyme program is housed.

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**Correction Deadline: 5/2/2017****Recited on 5/1/2017****591-1-1-.20 Medications(CR)****Met****Comment**

the staff states that the center does not dispense medication.

**Safety**

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<b>591-1-1-.11 Discipline(CR)</b>	<b>Met</b>
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**Comment**

Observed-Discussion/Redirection

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<b>591-1-1-.13 Field Trips(CR)</b>	<b>Met</b>
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**Comment**

No Field Trips at This Time

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<b>591-1-1-.36 Transportation(CR)</b>	<b>Met</b>
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**Comment**

No Routine Transportation Provided

<b>Sleeping &amp; Resting Equipment</b>
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<b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b>	<b>Met</b>
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**Comment**

This is a before and after school only program. Children do not take naps at this center.

<b>Staff Records</b>
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<b>Records Reviewed: 4</b>
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<b>Records with Missing/Incomplete Components: 2</b>
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Staff # 2

Not Met

Date of Hire: 11/16/2016

"Missing/Incomplete Components"

.24(a)-No Record,.24(d)-Evidence of Orientation Missing,.24(c)-Education Experience Missing,.24(c)-Work Experience Missing,.24(b)-10 Yr. Work History Missing

Staff # 3

Not Met

Date of Hire: 10/02/2014

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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<b>591-1-1-.09 Criminal Records Check(CR)</b>	<b>Met</b>
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**Correction Deadline: 11/2/2016**

**Corrected on 5/1/2017**

**.09(1)(g) - Criminal record checks complete for all staff.**

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<b>591-1-1-.14 First Aid &amp; CPR</b>	<b>Met</b>
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**Comment**

Observed-50% Certified First Aid & CPR

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<b>591-1-1-.24 Personnel Records</b>	<b>Not Met</b>
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**Finding**

591-1-1-.24(a) requires the center to maintain a personnel file on the director and all employees that includes the individual's name, date of birth, social security number, current address and telephone number. It was determined based on a review of records that the center did not have complete identifying information for one staff member.

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**Correction Deadline: 5/6/2017**

**Finding**

591-1-1-.24(b) requires the center to maintain a personnel file on the director and all employees that includes the individual's employment history. It was determined based on a review of records that the center did not have the employment history for one staff member.

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**Correction Deadline: 5/6/2017**

**Finding**

591-1-1-.24(c) requires the center to have evidence of education and qualifying work experience applicable to the position of director or employee. It was determined based on a review of records that the center did not have documentation to show qualifying work experience of education for one staff member.

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**Correction Deadline: 5/6/2017**

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

**Not Met**

**Finding**

591-1-1-.33(1)(a-l) requires the Center to ensure that initial orientation of all Employees and Provisional Employees include the following subjects: a) center policies/procedures; b) Department rules for the care, health and safety of children; c) employee's duties/responsibilities; d) reporting requirements; e) emergency weather plans; f) childhood injury control; g) administering medicine; h) reducing the risk of Sudden Infant Death Syndrome (SIDS); i) hand washing; j) fire safety; k) water safety and l) prevention of HIV/AIDS and blood borne pathogens. It was determined based on a review of files that one of four staff members did not documentation of orientation on file.

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**Correction Deadline: 5/1/2017**

**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 a review of records that one staff member did not have evidence of training for the year 2016 on file.

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**Correction Deadline: 5/31/2017**

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

**Not Met**

**Finding**

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that there was a ratio of 2:52 in the cafeteria upon the consultant's arrival. The group included five five-year-old children and children ages six years and older. Based on the number and ages of children present, the required ratio was 3:52. In addition, ratio requirements were not compliant several times during the visit for this same group of children. A ratio of 1:44 was observed at 3:20 PM when a staff member took a group of children to the rest room and two staff persons were required at the time. A ratio of 2:57 was observed at 3:26 PM and three staff persons were required. A ratio of 1:37 was observed at 3:36 PM when a staff member took another group of children to the restroom and two staff persons were required.

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**Correction Deadline: 5/2/2017**

**Recited on 5/1/2017**

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

**Met**

**Comment**

Observed-Adequate Supervision