



**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:** 5/2/2017      **VisitType:** Licensing Study      **Arrival:** 11:55 AM      **Departure:** 1:00 PM

**CCLC-27850**

**YMCA Primetime @ Lake Forest Elementary School**

5920 Sandy Springs Circle Sandy Springs, GA 30328 Fulton County  
 (404) 937-8141 JaredG@ymcaatlanta.org

**Regional Consultant**

Shannon Curtis  
 Phone: (770) 342-7802  
 Fax: (678) 891-5904  
 shannon.curtis@dec.al.gov

**Mailing Address**

101 Marietta St Suite 1100  
 Atlanta, GA 30303

<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.
05/02/2017	Licensing Study	Good Standing	
10/12/2016	Monitoring Visit	Good Standing	
04/26/2016	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	Cafeteria		0	0	C	96	C	NA	NA	Not In Use	
Main	Gym		0	0	C	122	C	NA	NA		
Total Capacity @35 sq. ft.:			50			Total Capacity @25 sq. ft.:		0			Building capacity limited by Centers Request
Total # Children this Date:			0			Total Capacity @25 sq. ft.:		0			

Building	Playground	Playground Occupancy	Playground Compliance
Main	School-Age	105	C

**Comments**

The purpose of this visit was to conduct a licensing study visit and to follow-up to previous visit conducted on October 12, 2016.

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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Jared Guyer , Program Official

Date

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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**

No children enrolled at this time.

**591-1-1-.23 Parental Authorization**

Met

**Comment**

No children enrolled at this time.

### Facility

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

Met

**Comment**

Observation-Center Clean/Well Maintained

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

Met

**Comment**

Observation-Clean/Good Repair

### Food Service

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

**Comment**

No children enrolled at this time.

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

**Comment**

Kitchen Appears Clean/Well Organized

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**Health and Hygiene**

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

**Comment**

No children enrolled

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

**Comment**

No children enrolled - hand washing discussed

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

**Comment**

No children enrolled this time.

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**Policies and Procedures**

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

**Comment**

No children enrolled at this time.

**Correction Deadline: 5/7/2017**

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

**Comment**

Observed-All Notices Posted

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**Safety**

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

**Comment**

No children enrolled - discipline discussed

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

**Comment**

No children enrolled - proper documentation discussed

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

**Comment**

No Routine Transportation Provided

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**Sleeping & Resting Equipment**

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

No children enrolled at this time. The After School Program does not participate in resting activities.

<b>Staff Records</b>
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**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal Records Check complete for staff on this date.

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

Observed-100% Certified First Aid &amp; CPR

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

Observed - Documentation Of Training for 2016 on this date.

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

No children enrolled; proper ratios discussed

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

No children enrolled;proper supervision discussed