



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:** 6:50 AM **Departure:** 8:40 AM

CCLC-30661

YMCA Pryme Tyme Spencer Elementary

1150 Wheaton Street Savannah, GA 31401 Chatham County
 (912) 663-4844 DC1prymetyme@ymcaofcoastalga.org

Regional Consultant

Brandi Mangino

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Mailing Address

6400 Habersham St. Suite A
 Savannah, GA 31405

Compliance Zone Designation

05/02/2017	Licensing Study	Good Standing
10/18/2016	Monitoring Visit	Good Standing
05/11/2016	Monitoring Visit	Good Standing

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 the rules.

Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.

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, Gym	Five Year Olds and Six Year Olds and Over	2	4	C	164	C	NA	NA	Free Play,Transitioning
		Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0		Building capacity limited by Insufficient Toilets/Sinks			
Total # Children this Date: 4		Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	116	C

Comments

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. 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.

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)

Elisha Russell, Program Official

Date

Brandi Mangino, 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

Records Reviewed: 5

Records with Missing/Incomplete Components: 5

Child # 1 Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Emergency Contact information Missing

Child # 2 Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Parent Names, Work Numbers,.08(a)-(f)-Emergency Contact information Missing

Child # 3 Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Emergency Contact information Missing

Child # 4 Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Emergency Contact information Missing,.08(a)-(f)-Parent Names, Work Numbers,.08(a)-(f)-Allergies and Disabilities

Child # 5 Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Emergency Contact information Missing,.08(a)-(f)-Allergies and Disabilities,.08(a)-(f)-Parent Names, Work Numbers

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 a review of records on this date that emergency contact information was not fully completed on enrollment forms when complete address were not filled out. it was further determined that parents names, works addresses, and phone numbers were not completed fully on enrollment forms, and allergies were not listed on all reviewed forms.

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: 5/3/2017

Facility**591-1-1-.19 License Capacity(CR)****Met****Comment**

The center is at an alternate location at this time and operating in the cafeteria. The director stated that the new location will open in December 2017, and at that location they would like to use the cafeteria. Consultant advised to contact the consultant about an amendment to change the room, or to add a room.

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

Reminder-Keep Hazards Inaccessible

591-1-1-.25 Physical Plant-Structural/Mechanical**Not Met****Finding**

591-1-1-.25(19) prohibits the use of unapproved areas for children's activity. It was determined based on consultant observation was observed in use as an activity area when children were housed in the library rather than the cafeteria.

POI (Plan of Improvement)

The center will discontinue use of this area.

Correction Deadline: 5/2/2017

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

Observation-Clean/Good Repair

Health and Hygiene

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

No diapering children enrolled

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

Discussed handwashing policies and procedures on this date.

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

Per the director no medication has been dispensed.

Safety

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

Observed-Discussion/Redirection

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

No Field Trips at This Time

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

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Program is after school and before school during the country school operating calendar. No naps taken.

Staff Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1
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Staff # 1

Not Met

Date of Hire: 07/20/2016

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

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

Criminal Records Check complete. Consultant was provided five staff records and all staff have the required fingerprints.

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

Health/Safety training reminder. One of the five staff members on this date did not have the required Health and Safety Orientation.

Reminder-All staff must have health and safety orientation and all staff must be first aid and CPR certified by June 30, 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