



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: 5/2/2019 **VisitType:** Monitoring Visit **Arrival:** 3:10 PM **Departure:** 5:00 PM

CCLC-3997

Jenkins Memorial Enrichment Learning Center

4218 Windsor Spring Road Hephzibah, GA 30815 Richmond County
 (706) 790-1040 barbaracofer0@gmail.com

Regional Consultant

Melyn Smith
 Phone: (706) 855-3455
 Fax: (706) 434-7640
 melyn.smith@dec.al.ga.gov

Mailing Address
 Same

Quality Rated: No

| 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. |
|------------------------------------|------------------|---------------|--|
| 05/02/2019 | Monitoring Visit | Good Standing | |
| 12/11/2018 | Licensing Study | Good Standing | |
| 03/02/2018 | 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- Main Classroom | Six Year Olds and Over | 3 | 19 | C | 34 | C | NA | NA | Homework,Snack |
| Main | B- Hallway Classroom | Four Year Olds and Five Year Olds and Six Year Olds and Over | 2 | 10 | C | 14 | C | NA | NA | Homework |
| Main | C- Music Room | Six Year Olds and Over | 2 | 4 | C | 0 | NC | NA | NA | Homework |
| Total Capacity @35 sq. ft.: 48 | | | | | Total Capacity @25 sq. ft.: 0 | | | | | |
| Total # Children this Date: 33 | | | Total Capacity @35 sq. ft.: 48 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | Playground | 49 | C |

Comments

Plan of Improvement: Developed This Date 05/02/2019

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).



Please refer to the website, <http://www.decal.ga.gov/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.ga.gov/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov

Barbara Cofer, Program Official

Date

Melyn Smith, 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-.12 Equipment & Toys(CR) **Met**

Comment

A variety of equipment and toys were observed throughout the center.

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

Comment

Center does not provide swimming activities.

Children's Records

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

Correction Deadline: 12/11/2018

Corrected on 5/2/2019

.08(1) - Previous citation corrected, based on review of records, in that six of six children's files reviewed contained all required information on this date.

Facility

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

Comment

Licensed capacity observed to be routinely met by center.

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

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Playground observed to be clean and in good repair.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**N/A****Comment**

No children enrolled who require diapering. School age children attend only for after school hours.

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

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined, based on review of records and director's statements, that the center was lacking evidence of completing a fire drill in March 2019, when fire drills are required to be conducted monthly. It was further determined that the director stated the center had not conducted a lockdown drill as required every six months. The consultant provided the director with a copy of the Emergency Drills Documentation form on this date.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 5/17/2019**Recited on 5/2/2019****Safety**

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

Staff were observed to maintain a positive learning environment on this date.

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

Complete documentation of transportation observed.

Correction Deadline: 12/12/2018**Corrected on 5/2/2019**

.36(4)(b) - Previous citation corrected, based on observation, in that the interior of the vehicles used for routine transportation were observed to be clean, in safe repair, and free of hazardous items on this date.

Correction Deadline: 12/11/2018

Corrected on 5/2/2019

.36(4)(c) - Previous citation corrected, based on observation, in that all vehicles used for routine transportation were observed to be equipped with fire extinguishers maintained in working order and kept inaccessible to children on this date.

Sleeping & Resting Equipment

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

Met

Comment

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

Staff Records

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Met

Comment

Criminal record checks were observed to be complete.

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

Met

Correction Deadline: 5/10/2017

Corrected on 5/2/2019

.09(1)(e) - Previous citation corrected, based on review of records, in that all staff had Comprehensive Satisfactory Criminal Records Check Determination Letters on file on this date.

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

Met

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

Correction Deadline: 6/8/2017

Corrected on 5/2/2019

.14(1) - Previous citation corrected, based on review of records, in that the director and all staff had current evidence of completing first aid and CPR training on file on this date.

Correction Deadline: 1/10/2019

Corrected on 5/2/2019

.14(2) - Previous citation corrected, based on review of records, in that all staff had current evidence of completion on file for first aid and CPR training on this date.

591-1-1-.33 Staff Training

Met

Correction Deadline: 1/10/2019

Corrected on 5/2/2019

.33(3) - Previous citation corrected, based on review of records, in that all staff had evidence of completing the Health and Safety Orientation Training as required on this date.

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Staff observed to provide direct supervision and be attentive to children's needs.