



**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: 12/5/2019 **VisitType:** POI Follow Up **Arrival:** 3:40 PM **Departure:** 5:35 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

Kaycee Purvis
Phone: (770) 357-4915
Fax: (404) 478-8085
kaycee.purvis@dec.al.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. |
|------------------------------------|------------------|---------------|--|
| 12/05/2019 | POI Follow Up | Support | |
| 12/03/2019 | Monitoring Visit | Good Standing | |
| 05/02/2019 | 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 | | 0 | 0 | | 34 | C | NA | NA | | |
| Main | B- Hallway Classroom | | 0 | 0 | | 14 | C | NA | NA | | |
| Main | C- Music Room | | 0 | 0 | | 0 | C | NA | NA | | |
| | | | | | Total Capacity @35 sq. ft.: | 48 | | | | | |
| | | | | | | Total Capacity @25 sq. ft.: | 169 | | | | |
| Total # Children this Date: 0 | | | Total Capacity @35 sq. ft.: | | | 211 | Total Capacity @25 sq. ft.: | | | | 169 |

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

Comments

Ratio Capacity- Music room ratio not showing in Koala.

Plan of Improvement: To Be Submitted

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

Kaycee Purvis, Consultant

Date



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Findings Report

Date: 12/5/2019 **VisitType:** POI Follow Up **Arrival:** 3:40 PM **Departure:** 5:35 PM

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The following information is associated with a POI Follow Up:

| |
|--------------------------------|
| Policies and Procedures |
|--------------------------------|

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

Defer
 591-1-1-.21(3)- Citation deferred, as the due date had not yet passed.
Correction Deadline: 12/6/2019

| |
|---------------|
| Safety |
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591-1-1-.36 Transportation(CR) **Not Met**

Defer
 591-1-1-.36(4)(b)-Citation deferred, as the due date had not yet passed.

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Correction Deadline: 12/18/2019

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on consultant's observation that staff did not conduct a second check of the vehicle with tag number 9995 during the afternoon bus route from Richmond Hill Elementary and Pine Hill Elementary to Jenkins Memorial Enrichment Learning Center. It was further determined that based on a review of records and consultant's observation that staff did not conduct a second check of the vehicle with tag number 9995 during the afternoon bus route from Pine Hill Elementary to Jenkins Memorial Enrichment Learning Center on the day of the visit.

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Correction Deadline: 12/5/2019

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| Staff Records |
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Records Reviewed: 12 **Records with Missing/Incomplete Components: 4**

Staff # 5 Not Met
Date of Hire: 04/22/2014
"Missing/Incomplete Components"
.09-Criminal Records Check Missing

Staff # 6 Not Met
Date of Hire: 08/01/1988
"Missing/Incomplete Components"
.09-Criminal Records Check Missing

Staff # 7 Not Met
Date of Hire: 08/02/2012
"Missing/Incomplete Components"
.09-Criminal Records Check Missing

Staff # 8 Not Met
Date of Hire: 05/23/2014
"Missing/Incomplete Components"
.09-Criminal Records Check Missing

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that the center failed to submit a Records Check Application to the Department for Staff #5 (hired on 4/22/2013) who was driving the bus at the time of the visit, Staff #6 (hired on 8/1/1988) who arrived towards the end of the visit, Staff #7 (hired on 8/2/2012) who was driving the bus at the time of the visit, and Staff #8 (hired on 5/23/2014) who was was not present on this date.

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Correction Deadline: 12/5/2019

Recited on 12/5/2019

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that Staff #5 (hired on 4/22/2013) who was driving the bus at the time of the visit, Staff #6 (hired on 8/1/1988) who arrived towards the end of the visit, Staff #7 (hired on 8/2/2012) who was driving the bus at the time of the visit, and Staff #8 (hired on 5/23/2014) who was was not present did not have a valid and current satisfactory Comprehensive Records Check Determination letter on file on this date.

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Correction Deadline: 12/5/2019

Recited on 12/5/2019