



**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: 12/20/2018 **VisitType:** Technical Assistance

Arrival: 12:00 PM

Departure: 1:00 PM

CCLC-47210

First Baptist Preschool

729 Ocean Boulevard St. Simons, GA 31522 Glynn County
(912) 634-1454 preschool@fbcssi.org

Regional Consultant

Mary Jerrell

Phone: (912) 544-9769

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mary.jerrell@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
09/19/2018	Licensing Study	Good Standing
05/03/2018	Initial Licensing Study	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 rules.

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

Comments

The purpose of today's visit was to leave some information for the director that would help her understand the rules and regulations. The consultant left several handouts including how to handle challenging behavior, USDA requirements, sign in and out sheets, emergency preparedness etc. The center does not have children in care today it was strictly a training day. The consultant was able to conduct core rules training for the staff. The center will be closed until after the first of the year the TA consultant will check back at that time.

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@decals.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://decals.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.decals.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@decals.ga.gov

Alicia Shell, Program Official

Date

Mary Jerrell, Consultant

Date



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Facility

Rule: 591-1-1-.06

Plan of Improvement: To ensure that toilet plungers are not accessible to the children, they will be moved from the staff bathroom.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	The director will move the plunger out of the children's bathroom and store it in the adult bathroom, staff will return it if they use it.	director	12/13/2018	Developed			

Rule: 591-1-1-.25(13)Indoor Storage-Hazards

Plan of Improvement: To ensure that children to not have access to hazardous items, the staff will check each child's bag to make sure there is nothing harmful inside. (ex: hand sanitizer, off bug spray)

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Staff will ensure that there are no hazards in children's bags by checking them daily before hanging them in reach of children. Staff will also let parents know that anything that says "keep out of reach of children" should not be left in the bags but handed to the staff.	Staff, director	12/13/2018	Developed			

Rule: 591-1-1-.26(4)Fence-playground

Plan of Improvement: To ensure that there are no weeds growing on the fence line, the director will make sure that maintenance is aware and have them cut down.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Staff will let the director know when they notice weeds growing on top of the fence. The director will make sure and have the weeds removed.	director	12/31/2018	Developed			

Rule: 591-1-1-.15(1)USDA Guidelines

Plan of Improvement: To ensure that the USDA guidelines are being met at lunch and snack the TA consultant left the director a handout with the requirements and amounts listed. The Director will decide the best plan for her program as the parents are currently bringing lunch and snacks from home and no milk is being served.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	The TA consultant pulled handouts on the USDA requirements for meals and snacks and left it with the director. The director will decide the best way for her program to achieve this. the TA consultant will check back in and see what has been determined.	Director	12/31/2018	Developed			

Rule: 591-1-1-.15(2)Infant Feeding Plan

Plan of Improvement: Parents will be given new feeding plans by staff if there have been changes so that the plan is up to date. The staff will encourage parents to fill them out at the center rather than take them home.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	The director will ensure that all new infants that are enrolled are given a feeding plan to fill out. The staff will make sure that when a parent changes the plan they also change it on the form so that it is always up to date.	director , staff	12/31/2018	Developed			

Food Service

Rule: 591-1-1-.15(6)(b)Serving food on plates/bowls and in cups

Plan of Improvement: To ensure that all food being served is put on a plate or napkin and not on the table, the director will provider napkins or have parents supply plates in the older toddler classroom.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	The director will provide something for the older toddlers to put their food on either napkins and plates or ask parents to supply plates.	director	12/13/2018	In-Progress			

Rule: 591-1-1-.15(9)Unconsumed food

Plan of Improvement: To ensure that all baby food that has been opened is sent home at the end of the day staff will send any opened food home with the parents.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	The staff will send home daily all baby food that has been opened during the day and start with fresh the next day.	staff	12/13/2018	Developed			

Sleeping & Resting Equipment

Rule: 591-1-1-.30(1)(d)Arrangement of sleeping and resting equipment

Plan of Improvement: To ensure that the cribs are properly spaced, the staff will place them at least twelve inches apart. This ensures that staff has enough space to walk between each crib to take care of the infants.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Staff in the infant room will continue to space the cribs at least twelve inches apart so they can walk between the cribs.	staff	12/13/2018	Developed			

Sleeping & Resting Equipment

Rule: 591-1-1-.30(2)Safe sleep environment

Plan of Improvement: To ensure that blankets are not used in the infant room, the staff and director will let parents know to take them home and bring sleep sacks instead. Sleep sacks are the ones that leave the infants arms free and not confined.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	The staff in the infant room will only use sleep sacks for the infants and no longer use blankets. They will let the parents know that so they can provide them for their children if they want to.	staff	12/13/2018	Developed			

Rule: 591-1-1-.30(2)(b)Positioning Devices

Plan of Improvement: To ensure that infants that are being swaddled have a physicians statement that includes instructions and a time frame for which the infant should be swaddled.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	The director will let the parents that want their infants swaddled know that they must have a doctor's note that includes instructions on how to swaddle and a time frame for at what age should the infant no longer be swaddled. The staff will not swaddle any infant that does not have that note on file.	Director, staff	12/13/2018	Developed			

Staff Records

Rule: 591-1-1-.24(2)Attendance Records

Plan of Improvement: To ensure that the staff records are completed, the director will go through each staff member's folder to ensure that it is complete. The TA consultant will go over one staff folder and show the director what is to be included. the TA consultant also left the director a copy of the 10 year work history form.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	The director will go through each employee file to ensure that all required information is included in all of the employee files.	Director	12/31/2018	Developed			

Staff Records

Rule: 591-1-1-.33(6)Staff training-annual/10 hours

Plan of Improvement: To ensure that the new director and staff are familiar with core rules and what they mean. The consultant has set up a future visit date to discuss training for her staff.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	The director is meeting with the TA consultant to discuss TA for the center and schedule a core rules training.	director	12/13/2018	Developed			

Staffing and Supervision

Rule: 591-1-1-.32(7)Supervision-Watchful Oversight

Plan of Improvement: To ensure that the children are adequately supervised while on the playground the staff will be positioned so that all areas are being observed.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Staff will not both be sitting in the same area but be moving around to observe all of the children's activities.	staff, director	12/13/2018	Developed			