



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: 10/26/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:20 AM **Departure:** 2:00 PM

CCLC-11174

St Thomas Day School

2100 Hilton Avenue Columbus, GA 31906 Muscogee County
 (706) 324-1268 jodi@stthomascolga.com

Regional Consultant

Penny Svenson

Phone: (470) 346-1037

Fax: (678) 891-5613

penny.svenson@decals.ga.gov

Mailing Address

Same

Compliance Zone Designation		
10/26/2017	Complaint Investigation & Monitoring Visit	Good Standing
10/17/2017	Licensing Study	Good Standing
03/29/2017	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.

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	3rd Left	Three Year Olds	2	11	C	24	C	NA	NA	Centers
Main	A 1st right	Two Year Olds	2	11	C	18	C	NA	NA	Transitioning
Main	B - 2nd right	Three Year Olds and Four Year Olds	2	11	C	18	C	NA	NA	Centers
Main	C - 3rd Right	Three Year Olds and Four Year Olds	2	12	C	24	C	NA	NA	Circle Time
Main	D - 1st Left	Three Year Olds	2	12	C	18	C	NA	NA	Centers, Transitioning
Main	E - 2nd Left		0	0	C	12	C	NA	NA	

Total Capacity @35 sq. ft.: 114

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 57

Total Capacity @35 sq. ft.: 114

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance

Comments

Plan of Improvement: Developed This Date 10/26/2017

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.



Sign up Today!

www.qualityrated.decgal.ga.gov

Any Licensed Program Eligible to Participate

Free Approved Training

Free Technical Assistance

Eligible for \$1,000 Materials Mini Grant

1, 2, 3 Star Rated Programs Receive Bonus Packages

Great Marketing Tool

Raises the Bar in Child Care

For More Information:

Email: QualityRated@decgal.ga.gov or Call: 855-800-7747

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@decgal.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://decgal.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)

Jodi Saunders, Program Official

Date

Penny Svenson, Consultant

Date



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

Findings Report

Date: 10/26/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:20 AM **Departure:** 2:00 PM

CCLC-11174

St Thomas Day School

2100 Hilton Avenue Columbus, GA 31906 Muscogee County
(706) 324-1268 jodi@stthomascolga.com

Mailing Address
Same

Regional Consultant

Penny Svenson

Phone: (470) 346-1037

Fax: (678) 891-5613

penny.svenson@dec.al.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

Observed-Variety Throughout Center

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Licensed Capacity Routinely Met

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

Met

Comment

Observation-No Hazards Accessible

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

Defer

Defer

591-1-1-.26(9)-

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards. Tree roots will be painted with a bright paint color. Ant beds will be treated.

Correction Deadline: 10/17/2017

Health and Hygiene

591-1-1-.07 Children's Health**Not Met****Finding**

591-1-1-.07(2) requires Center Staff to immediately notify Parents and obtain specific instructions until the child can be picked up or returned to the group when professional medical attention is required, or when the child experiences symptoms of moderate discomfort such as elevated temperature, vomiting or diarrhea and to notify Parents by the end of the day when professional medical attention is not required, when the child experiences symptoms of less than moderate discomfort or when the child experiences an adverse reaction to prescribed medication which does not constitute moderate discomfort. It was determined based on investigative findings that all parents were not notified of a case of Hand, Foot and Mouth Disease on September 19, 2017, September 26, 2017 and October 26, 2017 as required.

POI (Plan of Improvement)

The Center will provide notification and obtain instructions as required and will train Staff to familiarize them with the notification requirements and the Center's procedures for following them.

Correction Deadline: 10/26/2017

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

Staff Stated Proper Knowledge

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that one classroom did not wash their hands after they returned from the playground as required.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 10/26/2017

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

Director stated that no medications are administered.

Safety

591-1-1-.05 Animals**Met****Comment**

No Animals Kept

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

Observed-Discussion/Redirection

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

No Field Trips at This Time

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

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Met

Comment

Discussed-SIDS/Infant Sleeping Position

Staff Records

Records Reviewed: 13

Records with Missing/Incomplete Components: 4

Staff # 1 Not Met

Date of Hire: 10/26/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.09-Criminal Records Check Missing

Staff # 2 Not Met

Date of Hire: 08/07/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 3 Not Met

Date of Hire: 08/22/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 4 Met

Date of Hire: 09/10/2015

Staff # 5 Met

Date of Hire: 12/19/2016

Staff # 6 Met

Staff # 7 Met

Date of Hire: 08/25/2015

Staff # 8 Met

Date of Hire: 08/18/2015

Staff # 9 Met

Date of Hire: 07/05/2014

Staff # 10 Met

Date of Hire: 09/15/2016

Staff # 11 Met

Date of Hire: 10/19/2015

Records Reviewed: 13

Records with Missing/Incomplete Components: 4

Staff # 12

Met

Date of Hire: 08/01/1999

Staff # 13

Not Met

Date of Hire: 08/08/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.33(3)-Health & Safety Certificate

Staff Credentials Reviewed: 13

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

Not Met

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on a review of records that four of 13 staff members did not have a criminal records checks as required.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

Correction Deadline: 10/26/2017

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

Met

Comment

Lead staff education requirements

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-Direct Supervision/Attentive Staff