



**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:** 11/29/2018 **VisitType:** Monitoring Visit

**Arrival:** 9:20 AM

**Departure:** 11:00 AM

**CCLC-13161**

**Brooklet United Methodist Church Preschool and Learning Center**

201 Parker Avenue Brooklet, GA 30415 Bulloch County  
 (912) 842-2922 preschool@brookletumc.org

**Mailing Address**

P.O. Box 884  
 Brooklet, GA 30415

**Regional Consultant**

Haley Carwile

Phone: (229) 317-9868

Fax: (229) 317-9865

haley.carwile@decal.ga.gov

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
11/29/2018	Monitoring Visit	Good Standing
05/16/2018	Licensing Study	Good Standing
10/26/2017	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	Room 007	Two Year Olds	2	8	C	14	C	NA	NA	Free Play, Diapering
Main	Room 110	Three Year Olds	2	16	C	19	C	NA	NA	Centers
Main	Room 111	Two Year Olds and Three Year Olds	2	13	C	16	C	NA	NA	Free Play
Main	Room 122	One Year Olds	3	10	C	13	C	NA	NA	Circle Time
Main	Room 125		0	0	C	13	C	NA	NA	
Main	Room 126		0	0	C	13	C	NA	NA	
Main	Room 129	Infants	2	5	C	13	C	NA	NA	Feeding, Floor Play
Main	Room 208	Four Year Olds and Five Year Olds	2	16	C	18	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 119

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 68

Total Capacity @35 sq. ft.: 119

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Only	46	C

**Comments**

Plan of Improvement: Developed This Date 11/29/2018

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.dec.state.ga.us/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.

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#### 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@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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://dec.state.ga.us/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.

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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.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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Ruth Rushing, Program Official

Date

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Haley Carwile, Consultant

Date



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### Findings Report

Date: 11/29/2018 VisitType: Monitoring Visit

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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)**

**Met**

**Comment**

Center does not provide swimming activities.

### Facility

**591-1-1-.06 Bathrooms**

**Not Met**

**Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that in Room 208 the vent fan in the bathroom was not working on this date.

**POI (Plan of Improvement)**

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

**Correction Deadline: 12/29/2018**

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that in Room 110 one of the three toilets in the restroom was missing a toilet seat.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 11/29/2018**

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

Playground observed to be clean and in good repair.

**Health and Hygiene**

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

Proper diapering procedures observed.

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

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

**Safety**

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

Age-appropriate discussion and/or redirection observed.

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**591-1-1-.36 Transportation(CR)****N/A****Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position. No SIDS hazards observed.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

**Staff Records**

Staff # 1 Date of Hire: 08/14/2017	Met
Staff # 2 Date of Hire: 01/17/2017	Met
Staff # 3 Date of Hire: 03/21/2011	Met
Staff # 4 Date of Hire: 07/23/2014	Met
Staff # 5 Date of Hire: 11/08/2018	Met
Staff # 6 Date of Hire: 07/14/2005	Met
Staff # 7 Date of Hire: 07/18/2016	Met
Staff # 8 Date of Hire: 08/01/2017	Met
Staff # 9 Date of Hire: 01/05/2016	Met
Staff # 10 Date of Hire: 08/15/2016	Met
Staff # 11 Date of Hire: 11/07/2018	Met
Staff # 12 Date of Hire: 01/05/2016	Met
Staff # 13 Date of Hire: 08/28/2017	Met
Staff # 14 Date of Hire: 07/01/2012	Met
Staff # 15 Date of Hire: 01/09/2018	Met

Staff # 16 Date of Hire: 08/22/2014	Met
Staff # 17 Date of Hire: 08/10/2017	Met
Staff # 18 Date of Hire: 09/06/2018	Met
Staff # 19 Date of Hire: 08/10/2016	Met
Staff # 20 Date of Hire: 10/02/2018	Met
Staff # 21 Date of Hire: 07/22/2016	Met
Staff # 22 Date of Hire: 12/17/2015	Met
Staff # 23 Date of Hire: 08/18/2008	Met
Staff # 24 Date of Hire: 08/06/2013	Met
Staff # 25 Date of Hire: 09/12/2016	Met
Staff # 26 Date of Hire: 01/12/2017	Met
Staff # 27 Date of Hire: 07/20/2016	Met
Staff # 28 Date of Hire: 12/12/2016	Met
Staff # 29 Date of Hire: 09/10/2018	Met
Staff # 30 Date of Hire: 08/01/2011	Met

**Records Reviewed: 31**

**Records with Missing/Incomplete Components: 0**

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Staff # 31

Met

Date of Hire: 08/29/2012

**Staff Credentials Reviewed: 31**

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

**Met**

**Comment**

Director provided five files for employees hired since last visit.

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**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**

Adequate supervision observed on this date.