



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: 8/29/2018 **VisitType:** Licensing Study **Arrival:** 10:45 AM **Departure:** 1:30 PM

CCLC-1912

Saint Francis Xavier Preschool

1121 Union Street Brunswick, GA 31520 Glynn County
 (912) 265-9470 xavier1900@gmail.com

Mailing Address
 1121 Union Street
 Brunswick, GA

Regional Consultant

Jerica Davis

Phone: (478) 314-9452
 Fax: (478) 314-9443
 jerica.davis@dec.al.ga.gov

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. |
|------------------------------------|------------------|---------------|--|
| 08/29/2018 | Licensing Study | Good Standing | |
| 04/11/2018 | Monitoring Visit | Good Standing | |
| 09/25/2017 | Licensing Study | 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 |
|---------------------------------|-----------------|-----------------|---------------------------------|----------|------|-------------------------------|--------------|------------|--------------|-------|
| 1 | Room 15-AS | | 0 | 0 | C | 18 | C | NA | NA | |
| 1 | Room 1-Pre-K | | 0 | 0 | C | 15 | C | NA | NA | |
| 1 | Room 2-AS | | 0 | 0 | C | 28 | C | NA | NA | |
| 1 | Room 3-AS | | 0 | 0 | C | 28 | C | NA | NA | |
| 1 | Room 4-3yrs | Three Year Olds | 2 | 13 | C | 19 | C | NA | NA | Lunch |
| 1 | Room 5-2/12 yrs | Four Year Olds | 2 | 11 | C | 19 | C | NA | NA | Lunch |
| Total Capacity @35 sq. ft.: 127 | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |
| 2 | Parrish Hall rm | | 0 | 0 | C | 12 | C | NA | NA | |
| Total Capacity @35 sq. ft.: 12 | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |
| Total # Children this Date: 24 | | | Total Capacity @35 sq. ft.: 139 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|-----------------|----------------------|-----------------------|
| 2 | Plygrd - presch | 132 | C |
| 2 | Plygrd-AS | 23 | C |

Comments

The purpose of today's visit is to conduct a licensing study.

The center does not provide transportation, field trips, swimming activities, or administer any medications.

Plan of Improvement: Developed This Date 08/29/2018

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).



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.

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@dec.al.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://dec.al.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Terrence Mermann, Program Official

Date

Jerica Davis, 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: 8/29/2018 **VisitType:** Licensing Study

Arrival: 10:45 AM

Departure: 1:30 PM

CCLC-1912

Saint Francis Xavier Preschool

1121 Union Street Brunswick, GA 31520 Glynn County
(912) 265-9470 xavier1900@gmail.com

Mailing Address
1121 Union Street
Brunswick, GA

Regional Consultant

Jerica Davis

Phone: (478) 314-9452
Fax: (478) 314-9443
jerica.davis@dec.al.ga.gov

The following information is associated with a Licensing Study:

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-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Technical Assistance

Technical Assistance

Please be mindful to keep items that pose a hazard inaccessible to children. Please ensure to keep the toilet plunger and brooms inaccessible to the children in care.

591-1-1-.25 Physical Plant-Structural/Mechanical

Technical Assistance

Technical Assistance

1-1-1-.25(19) prohibits the use of unapproved areas for children's activity. On this date the consultant observed the four-year-old children having lunch in the gym. The director was unaware the gym was not a licensed space. The consultant and director discussed completing an amendment to add the gym as a licensed space. The four-year-old classroom will now only use the licensed classroom space for meals.

Correction Deadline: 8/29/2018

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)****Met****Comment**

No diapered children are currently enrolled.

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**

The Provider currently does not dispense/administer medication.

Organization**591-1-1-.16 Governing Body & License****Technical Assistance****Technical Assistance**

591-1-1-.16(c) A separate License or Permit is required for each Center operated at a single location by the same governing body. Please ensure that the children enrolled in separate programs, including the licensed program and the exempt school programs, do not mix or use the same space at the same time while the program is in session.

Correction Deadline: 8/29/2018**Safety****591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****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**Records Reviewed: 9****Records with Missing/Incomplete Components: 2**

Staff # 1

Met

Date of Hire: 01/01/2004

Records Reviewed: 9**Records with Missing/Incomplete Components: 2**

Staff # 2 Not Met

Date of Hire: 09/02/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 3 Not Met

Date of Hire: 09/09/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 4 Met

Date of Hire: 01/12/2017

Staff # 5 Met

Date of Hire: 08/01/2016

Staff # 6 Met

Date of Hire: 08/01/2005

Staff # 7 Met

Date of Hire: 10/15/2018

Staff # 8 Met

Date of Hire: 04/23/2012

Staff # 9 Met

Date of Hire: 11/30/2017

Staff Credentials Reviewed: 9

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

Comment

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

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

Correction Deadline: 4/23/2018

Corrected on 8/29/2018

.14(2) - This citation was observed to be corrected on this date.

591-1-1-.33 Staff Training Not Met

Correction Deadline: 5/11/2018

Corrected on 8/29/2018

.33(3) - This citation was observed to be corrected on this date.

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of staff records that two staff members did not complete ten clock hours of annual training hours as required.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 9/28/2018

| | |
|------------------------------|------------|
| 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.