



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: 9/18/2018 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 4:30 PM

CCLC-2023

Wesley Academy of Early Learning

6520 Frederica Road St. Simons, GA 31522 Glynn County
 (912) 638-5072 nikki@wesleyssi.org

Regional Consultant

Jerica Davis

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

Mailing Address

6520 Frederica Road
 Saint Simons Island, GA 31522

Quality Rated: ★ ★

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.
09/18/2018	Licensing Study	Good Standing	
02/15/2018	Incident Investigation Closure	Good Standing	
02/12/2018	Incident Investigation/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	K-cafeteria		0	0	C	17	C	NA	NA	
Main	Room 1	Two Year Olds	2	7	C	10	C	NA	NA	Transitioning
Main	Room 10	One Year Olds	2	9	C	9	C	NA	NA	Free Play, Diapering
Main	Room 2 Three year olds	Two Year Olds	2	9	C	12	C	NA	NA	Transitioning, Lunch
Main	Room 4 Three Year Olds	One Year Olds	1	6	C	10	C	NA	NA	Lunch
Main	Room 5	Four Year Olds	1	9	C	10	C	NA	NA	Circle Time
Main	Room 6 Infants	Four Year Olds	1	9	C	12	C	NA	NA	Centers
Main	Room 7 Two Year Olds	Infants	2	4	C	14	C	NA	NA	Nap, Feeding
Main	Room 8A-Left end	Three Year Olds	2	11	C	18	C	NA	NA	Circle Time
Main	Room 8B-right end	Three Year Olds	1	11	C	12	C	NA	NA	Centers
Main	Room 9 Two Year Olds	Infants	2	4	C	16	C	NA	NA	Floor Play
Main	Room M -Pre-K		0	0	C	15	C	NA	NA	
Main	Special Room	Two Year Olds	1	9	C	10	C	NA	NA	Lunch
Total Capacity @35 sq. ft.: 165			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 88			Total Capacity @35 sq. ft.: 165							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playgrd-cement	49	C
Main	Plygrd-3s/4s	36	C
Main	Plygrd-sch age	100	C
Main	Plygrd-toddler	34	C

Comments

The purpose of today's visit is to conduct a Licensing Study.

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

The center provides transportation and the vehicle and transportation logs were inspected.

The center is currently participating in the Quality Rated program and has earned a rating of two stars.

Plan of Improvement: Developed This Date 09/18/2018

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/Regulations.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@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.

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

Nikki Browning, 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: 9/18/2018 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 4:30 PM

CCLC-2023

Wesley Academy of Early Learning

6520 Frederica Road St. Simons, GA 31522 Glynn County
(912) 638-5072 nikki@wesleyssi.org

Mailing Address

6520 Frederica Road
Saint Simons Island, GA 31522

Regional Consultant

Jerica Davis

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

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

Please ensure each classroom keeps current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas.

Correction Deadline: 9/18/2018

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

Met

Correction Deadline: 2/12/2018

Corrected on 9/18/2018

.12(1) - This citation was observed to be corrected on this date. Plastic steps were observed to be used in each classroom for handwashing.

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

Met

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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)**Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on the consultant's observation that the following hazards were observed to be present:

- Three tubes of diapering ointments and one bottle of baby powder labeled "keep out of reach of children" were observed to be present in a low white cabinet in classroom ten accessible to nine one-year-old children.
- A broom and dust pan were observed to be in the bathrooms of classrooms Five, Eight A, and Eight B accessible to the children.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 9/18/2018

591-1-1-.26 Playgrounds(CR)**Met****Correction Deadline: 2/22/2018****Corrected on 9/18/2018**

.26(6) - This citation was observed to be corrected on this date. All tricycles were observed to have two handle grips and two pedals. All equipment was observed to be in good repair.

Correction Deadline: 2/12/2018**Corrected on 9/18/2018**

.26(9) - This citation was observed to be corrected on this date. No weed paper was observed on the playground.

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decal.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Technical Assistance****Correction Deadline: 2/12/2018****Corrected on 9/18/2018**

.10(6) - This citation was observed to be corrected on this date.

Technical Assistance

Please ensure center staff do not use the area used for diapering for food preparation and to keep the diapering area clear of formulas, food, food utensils and food preparation items. The consultant discussed the storage of bibs, empty bottles, and bottle warmers near the sink that is used for diapering with the infant teachers. The consultant discussed with center staff the use of the restroom sink for diapering and the classroom sink for food preparation in the infant classrooms.

Correction Deadline: 9/18/2018

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

Proper hand washing observed throughout the center.

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**

Please ensure that the Center submits an application for an amended License at least 30 days in advance of the change to add a space or changes the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. On this date the consultant and director discussed the need to complete an application for an amended license for the addition of classroom eleven that was previously used as the office space. Nine children and two staff members were observed to be using this space for a classroom. Additionally, the consultant and director discussed completing an amendment to the current license to change several non-diapered classrooms with new bathrooms and ventilation to diapering classrooms.

Correction Deadline: 9/18/2018

Safety

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

Age-appropriate discussion and/or redirection observed.

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

Center does not participate in field trips at this time.

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

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Technical Assistance

Please ensure that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached.

Correction Deadline: 9/19/2018

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 a review of records that no second check has been completed from August 9, 2018 until September 17, 2018.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 9/18/2018

Sleeping & Resting Equipment

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

Please ensure that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 9/18/2018

Staff Records

Records Reviewed: 28**Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 09/07/2017	
Staff # 2	Met
Date of Hire: 11/29/2017	
Staff # 3	Met
Date of Hire: 06/01/2015	
Staff # 4	Met
Date of Hire: 06/08/2012	
Staff # 5	Met
Date of Hire: 05/16/2016	
Staff # 6	Met

Date of Hire: 08/23/2018

Staff # 7 Met

Date of Hire: 07/30/2012

Staff # 8 Met

Date of Hire: 05/16/2016

Staff # 9 Met

Date of Hire: 07/09/2018

Staff # 10 Met

Date of Hire: 06/28/2017

Staff # 11 Not Met

Date of Hire: 08/23/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 12 Met

Date of Hire: 08/01/2002

Staff # 13 Met

Date of Hire: 09/07/2018

Staff # 14 Met

Date of Hire: 08/01/2012

Staff # 15 Met

Date of Hire: 08/25/2016

Staff # 16 Met

Date of Hire: 02/21/2018

Staff # 17 Met

Date of Hire: 03/04/2016

Staff # 18 Met

Date of Hire: 07/09/2018

Staff # 19 Met

Date of Hire: 08/01/2011

Staff # 20 Met

Date of Hire: 08/04/2014

Records Reviewed: 28**Records with Missing/Incomplete Components: 1**

Staff # 21	Met
Date of Hire: 11/23/2005	
Staff # 22	Met
Date of Hire: 08/06/2018	
Staff # 23	Met
Date of Hire: 08/01/2011	
Staff # 24	Met
Date of Hire: 01/16/2018	
Staff # 25	Met
Date of Hire: 08/06/2018	
Staff # 26	Met
Date of Hire: 08/06/2018	
Staff # 27	Met
Date of Hire: 06/01/2015	
Staff # 28	Met
Date of Hire: 11/07/2013	

Staff Credentials Reviewed: 28**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 one staff member did not have a satisfactory records check determination on file as required. A one-day letter was left at the center on this date.

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: 9/18/2018**591-1-1-.14 First Aid & CPR****Met****Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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.