



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: 10/17/2017 **VisitType:** Licensing Study

Arrival: 2:45 PM

Departure: 4:30 PM

CCLC-2473

Prime Time - Abbotts Hill Elementary School

5575 Abbotts Bridge Road Duluth, GA 30097 Fulton County
 (770) 664-3547 amyc@ymcaatlanta.org

Mailing Address

Ed Isakson/Alpharetta Family YMCA, 3655 Preston Ridge Road
 Alpharetta, GA 30005

Regional Consultant

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

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.
10/17/2017	Licensing Study	Good Standing	
04/12/2017	Monitoring Visit	Good Standing	
10/24/2016	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
Main	Cafeteria	Five Year Olds and Six Year Olds and Over	6	100	C	119	C	NA	NA	Snack, Transitioning, Homework
Main	Gym		0	0	C	124	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Insufficient Toilets/Sinks				
Total # Children this Date: 100			Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Black top	89	C
Main	Field	356	C

Comments

The purpose of this visit was to conduct a licensing study visit and to follow up to the previous visit conducted on April 12, 2017.

Plan of Improvement: Developed This Date 10/17/2017

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.



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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@decga.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://decga.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)

Sumudi Perera, Program Official

Date

Shannon Curtis, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

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

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3

Met

Child # 4

Met

Child # 5

Met

591-1-1-.08 Children's Records

Met

Comment

Parent Authorizations Obtained/Completed

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) **Met**

Comment

Observation-Clean/Good Repair. Per discussion with the Director the After School Program uses the black top area for outside activities at this time.

Food Service

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

Comment

Menu Meets USDA Guidelines

Health and Hygiene

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

Comment

No children enrolled in the After School Program that requires diapering.

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

Comment

Observed-Staff Remind Children Wash Hand

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

Comment

The After School Program does not administer medication at this time.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Not Met**

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on Consultant's observations the program did not have evidence of monthly fire drills conducted on this date.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 10/22/2017

591-1-1-.27 Posted Notices **Met**

Comment

Observed-All Notices Posted

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

The After School Program does not participate in resting activities.

Staff Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 08/21/2017	
Staff # 2	Met
Date of Hire: 08/07/2017	
Staff # 3	Met
Date of Hire: 08/03/2013	
Staff # 4	Met
Date of Hire: 09/09/2015	
Staff # 5	Met
Date of Hire: 08/01/2004	
Staff # 6	Met
Date of Hire: 08/03/2013	
Staff # 7	Met
Date of Hire: 08/15/2016	
Staff # 8	Met
Date of Hire: 08/03/2013	

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

Met

Comment

Criminal Records Check complete for all staff on this date.

Comment

The Director provided two new employee files hired since last visit on this date.

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

Met

Comment

Reminder-Training Expiration Dates

591-1-1-.33 Staff Training

Met

Comment

Observed - Documentation Of annual training for 2016 on this date.

Comment

Observed - Documentation of Health and Safety Orientation Training on this date.

Comment

Health/Safety training reminder for new hires within the first 90 days of hire.

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-Adequate Supervision