



**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: 8/16/2017 **VisitType:** Monitoring Visit **Arrival:** 9:15 AM **Departure:** 12:30 PM

CCLC-2485

Burns Memorial United Methodist Church Presch/ DCC

2372 Lumpkin Road Augusta, GA 30906 Richmond County
(706) 798-9843 burnspreschool@comcast.net

Regional Consultant

Melyn Smith

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Mailing Address

2372 Lumpkin Rd.
Augusta, GA 30906

Compliance Zone Designation		
08/16/2017	Monitoring Visit	Good Standing
02/17/2017	Licensing Study	Good Standing
07/27/2016	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 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	1st-Back Left	Two Year Olds and Three Year Olds	2	15	C	15	C	NA	NA	Outside
Main	1st-Back Right	One Year Olds and Two Year Olds	1	7	C	14	C	NA	NA	Outside
Main	1st-First Right	Infants and One Year Olds	3	7	C	8	C	NA	NA	Floor Play, Outside
Main	2nd-1st Right		0	0	C	11	C	NA	NA	
Main	2nd-First Left	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	15	C	15	C	NA	NA	Outside
Total Capacity @35 sq. ft.:			63			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 44			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

Plan of Improvement: Developed This Date 08/16/2017

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)

Mary Guilfoyle, Program Official

Date

Melyn Smith, Consultant

Date



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Findings Report

Date: 8/16/2017 **VisitType:** Monitoring Visit **Arrival:** 9:15 AM **Departure:** 12:30 PM

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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

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) **Not Met**

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined, based on observation, in that an active ant bed was observed near the gate on the big playground on this date. It was further determined that chipping paint was observed on the green bars located on the small playground.

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.

Correction Deadline: 8/25/2017

Health and Hygiene

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

Met

Comment

Staff Stated Proper Knowledge

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

Met

Comment

Observed-Staff Remind Children Wash Hand

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

Met

Comment

The director stated that medication is not dispensed at this time.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Technical Assistance

Technical Assistance

591-1-1-.21(1)(p) - Consultant discussed with the director updating the Center's written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations on this date.

Correction Deadline: 8/21/2017

Safety

591-1-1-.11 Discipline(CR)

Met

Comment

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)

Technical Assistance

Technical Assistance

591-1-1-.13(2) - Please ensure Center Staff obtains written permission from Parents in advance of the child's participation in any field trip and such permission must be signed and dated by a Parent. Seven of twenty-three children did not have dated permission for the field trip taken to Skateland of Augusta on July 20, 2017.

Correction Deadline: 8/16/2017

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)

Not Met

Comment

Observed-Pleasant Naptime Environment

Finding

591-1-1-.30(4). requires that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags. It was determined, based on observation, that six mats were observed with sheets touching in the 1st-First Right Classroom on this date when it is required that the bedding be kept separate from other children's bedding.

POI (Plan of Improvement)

The Center will store cots and mats so children do not have access to them and they don't take up play space and will store them so each child's bedding is separate from the others.

Correction Deadline: 8/16/2017

Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 3

Staff # 1	Not Met
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Date of Hire: 05/16/2017

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 2	Met
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Date of Hire: 06/05/2017

Staff # 3	Met
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Date of Hire: 11/10/2005

Staff # 4	Met
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Date of Hire: 07/24/2017

Staff # 5	Met
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Date of Hire: 03/01/2001

Staff # 6	Met
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Date of Hire: 09/21/2006

Staff # 7	Not Met
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Date of Hire: 05/29/2012

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 8	Met
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Date of Hire: 03/23/2015

Staff # 9	Met
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Date of Hire: 01/25/2017

Staff # 10 Date of Hire: 12/27/2016	Met
Staff # 11 Date of Hire: 08/29/2005	Met
Staff # 12 Date of Hire: 10/01/2000	Met
Staff # 13 Date of Hire: 04/24/2017	Met
Staff # 14 Date of Hire: 04/25/2016	Met
Staff # 15 Date of Hire: 08/22/2016 <u>"Missing/Incomplete Components"</u> .33(2)-Health & Safety Certificate	Not Met
Staff # 16 Date of Hire: 07/31/2017	Met
Staff # 17 Date of Hire: 09/16/2002	Met

Staff Credentials Reviewed: 17

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

Comment

Criminal Records Check complete

Correction Deadline: 2/20/2017

Corrected on 8/16/2017

.09(1)(d) - Previous citation corrected, based on review of records in that all staff hired after January 1, 2014 had satisfactory Fingerprint Records Check Determinations on file on this date.

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

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined, based on review of records, that three of seventeen staff were lacking evidence of having completed the mandatory Health and Safety Orientation Training on this date.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 9/15/2017

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

Met

Comment

591-1-1-.31(13) - Consultant observed Center staff to comply with all applicable laws and regulations on this date.

Correction Deadline: 8/16/2017

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