



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: 5/10/2018 **VisitType:** Licensing Study **Arrival:** 2:45 PM **Departure:** 4:10 PM

CCLC-26196

Smith After School

370 Old Ivy Road Atlanta, GA 30342 Fulton County
 (404) 693-5310 kim@myafterschoolprogram.com

Mailing Address

5075 Hamptons Club d
 alpharetta, GA 30004

Regional Consultant

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

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.
05/10/2018	Licensing Study	Good Standing	
11/29/2017	Monitoring Visit	Good Standing	
04/28/2017	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
Main	10		0	0	C	18	C	NA	NA	Not In Use
Main	11		0	0	C	18	C	NA	NA	Not In Use
Main	14		0	0	C	0	C	NA	NA	Not In Use
Main	9		0	0	C	18	C	NA	NA	Not In Use
Main	Cafeteria	Six Year Olds and Over	7	93	C	0	NC	NA	NA	Snack, Homework, Transitioning
Main	Gym	Six Year Olds and Over	2	18	C	129	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 183			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 111			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Play area	352	C

Comments

The purpose of this visit was to conduct a licensing study visit and to follow up to the previous visit conducted on November 29, 2017.

Consultant observed Emergency Plan on this date.

Plan of Improvement: No Plan Developed

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

Kimberly Bishop, 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

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.

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
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Comment

Licensed capacity observed to be routinely met by center.

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

No hazards observed accessible to children on this date.

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

Playground observed to be clean and in good repair.

Food Service

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

Center menu meets USDA guidelines.

Health and Hygiene

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

There were no children enrolled in the After School Program on this date that require diapering.

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

Proper hand washing observed throughout the center.

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

Per discussion with the Site Director the After School Program does not administer medication at this time.

Policies and Procedures

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

Consultant observed evidence of monthly fire drills conducted as of April 13, 2018 on this date.

Correction Deadline: 5/15/2018

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

Observed all required posted notices.

Safety

591-1-1-.05 Animals	Met
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Comment

Center does not keep animals on premises.

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

Staff were observed to maintain a positive learning environment on this date.

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)**Met****Comment**

Center does not provide routine transportation.

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

Staff # 1	Met
Date of Hire: 08/04/2011	
Staff # 2	Met
Date of Hire: 08/01/2015	
Staff # 3	Met
Date of Hire: 08/01/2013	
Staff # 4	Met
Date of Hire: 08/01/2013	
Staff # 5	Met
Date of Hire: 03/07/2018	
Staff # 6	Met
Date of Hire: 08/01/2005	
Staff # 7	Met
Date of Hire: 08/01/2015	
Staff # 8	Met
Date of Hire: 08/01/2016	
Staff # 9	Met
Date of Hire: 08/01/2018	

Records Reviewed: 14

Records with Missing/Incomplete Components: 0

Staff # 10 Date of Hire: 08/01/2006	Met
Staff # 11 Date of Hire: 08/05/2010	Met
Staff # 12 Date of Hire: 07/29/2014	Met
Staff # 13 Date of Hire: 08/01/2014	Met
Staff # 14 Date of Hire: 08/01/2016	Met

Staff Credentials Reviewed: 14

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

Comment

Criminal records checks were observed to be complete for all staff on this date.

Comment

Director provided one file for employees hired since last visit.

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

Comment

Complete first aid kits observed in center and on vehicles.

Comment

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

591-1-1-.33 Staff Training **Met**

Comment

Documentation observed of required staff training for 2017 on this date.

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

Adequate supervision observed on this date.