



**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: 3/16/2021 **VisitType:** Licensing Study **Arrival:** 12:50 PM **Departure:** 1:50 PM

CCLC-27850

Y Afterschool @ Lake Forest Elementary

5920 Sandy Springs Circle Sandy Springs, GA 30328 Fulton County
(404) 937-8141 JessicaS@ymcaatlanta.org

Regional Consultant

Emma Smith

Phone: (770) 357-5106

Fax: (770) 357-5107

emma.smith@dec.al.gov

Mailing Address

101 Marietta St Suite 1100
Atlanta, GA 30303

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.
03/16/2021	Licensing Study	Good Standing	
02/18/2020	Monitoring Visit	Good Standing	
09/04/2019	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	Six Year Olds and Over	3	14	C	96	C	NA	NA	Transitioning, Clean Up, Homework
Main	Gym		0	0	C	122	C	NA	NA	
Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Centers Request				
Total # Children this Date: 14			Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	School-Age	105	C

Comments

Plan of Improvement: Developed This Date 03/16/2021

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.decal.ga.gov/CCS/RulesAndRegulations.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@decal.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://decal.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).

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

Jessica Stewart, Program Official

Date

Emma Smith, Consultant

Date



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Findings Report

Date: 3/16/2021 **VisitType:** Licensing Study **Arrival:** 12:50 PM **Departure:** 1:50 PM

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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 Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date.

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

N/A

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through there was no pool observed on the property. Per the provider no swimming activities were provided.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 4

Child # 1 Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 2 Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 3 Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 4 Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 5

Met

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

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that four out of five children records reviewed did not list the name and telephone number of the child's primary source of health care.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 3/16/2021

Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be routinely met by center.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed and observed locked in a closet. There were no hazards observed to be accessible to the children this date.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the playground area was observed and appeared to be in good repair. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date. Staff stated the program uses playground equipment and field area for basketball.

Food Service

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

Technical Assistance

Technical Assistance

591-1-1-.15 - Discussed new revision to restricted food rule which states: Foods that are associated with young children’s choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Program snack menu meets USDA guidelines.

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****N/A****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. No children enrolled who require diapering. School age children attend only for after school hours.

591-1-1-.17 Hygiene(CR)**Technical Assistance****Technical Assistance**

591-1-1-.17 - A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements were discussed with the Director on this date.

591-1-1-.20 Medications(CR)**N/A****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider medication was not dispensed.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Observed program emergency plans on this date.

Safety**591-1-1-.11 Discipline(CR)****Technical Assistance****Technical Assistance**

591-1-1-.11 - A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director and staff on this date.

591-1-1-.36 Transportation(CR)**N/A****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider there was no routine transportation provided.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****N/A****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Sleeping/Naps are not required for this program. School age children attend only for after school hours.

Staff Records

Records Reviewed: 6**Records with Missing/Incomplete Components: 1**

Staff # 1	Not Met
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Date of Hire: 08/22/2012

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 2	Met
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Staff # 3	Met
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Staff # 4	Met
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Date of Hire: 09/24/2019

Staff # 5	Met
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Date of Hire: 08/18/2019

Staff # 6	Met
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Staff Credentials Reviewed: 1

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)	Met
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Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal record checks were observed to be complete for all staff on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Evidence observed of 100% of center staff certified in First Aid and CPR.

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

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of records that one staff member did not complete health and safety orientation training within the first 90 days of employment.

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 and will ensure that the training includes all required components as required.

Correction Deadline: 4/15/2021

Technical Assistance

591-1-1-.33(4) - A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed food preparation training requirements with the Director on this date.

Correction Deadline: 4/15/2021

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

Met

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on February 15, 2021.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratios were observed.

591-1-1-.32 Supervision(CR)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision was observed.