



**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:** 7/19/2018 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 11:45 AM **Departure:** 3:10 PM

**CCLC-3122**

**Urban Christian Academy & Day Care**

4560 A.C.L. Boulevard Savannah, GA 31405 Chatham County  
 (912) 234-4710 urbanca@bellsouth.net

**Mailing Address**

4560 A.C.L. Boulevard  
 Savannah, GA 31405

**Regional Consultant**

Kesha McNeal

Phone: (866) 359-1672

Fax: (866) 359-7490

kesha.mcneal@decal.ga.gov

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
07/19/2018	Complaint Closure	Good Standing	
07/19/2018	Complaint Investigation & Licensing Study	Good Standing	
06/19/2018	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	1		0	0	C	34	C	NA	NA	
Main	2	Three Year Olds and Four Year Olds	1	9	C	34	C	NA	NA	Nap, Transitioning
Main	3	Six Year Olds and Over	1	13	C	33	C	NA	NA	Outside, Transitioning
Main	4	Infants and One Year Olds	3	9	C	34	C	NA	NA	Nap, Feeding, Floor Play, Transitioning
Main	5 (Library)		0	0	C	22	C	NA	NA	
Total Capacity @35 sq. ft.: 157					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 31					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
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**Comments**

Plan of Improvement: Developed This Date 07/19/2018

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).



**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](http://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.

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#### 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](mailto: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.

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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](mailto:qualityrated@dec.al.ga.gov)

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Sandra Gordon, Program Official

Date

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Kesha McNeal, Consultant

Date



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### Findings Report

**Date:** 7/19/2018 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 11:45 AM **Departure:** 3:10 PM

#### CCLC-3122

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The following information is associated with a Licensing Study Visit:

### Activities and Equipment

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

Not Met

##### Comment

A variety of equipment and toys were observed throughout the center.

##### Technical Assistance

591-1-1-.12(2) - Please ensure that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. On this date the consultant observed a green table located in room three that had a sharp edge on the front right section of the table this is a potential pinching hazard,

**Correction Deadline: 7/19/2018**

##### Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on the consultant's observation that in classroom three there was a television placed on top of a milk crate this is a potential tipping hazard. It was further determined based on the consultant's observation that the blue refrigerator in classroom two was not secured causing a potential tipping hazard.

##### POI (Plan of Improvement)

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

**Correction Deadline: 7/19/2018**

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

Met

##### Comment

Center does not provide swimming activities.

### Children's Records

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

**591-1-1-.08 Children's Records****Not Met****Comment**

Parent agreements observed obtained/completed.

**Comment**

Records were observed to be complete and well organized.

**Finding**

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on the consultant's review that seven of nine children were signed in classroom two. It was further determined based on the consultant's review that four out of nine children were signed in classroom four. It was further determined based on the consultant's review that one out of thirteen children were signed in classroom three.

**POI (Plan of Improvement)**

The Center will maintain arrival and departure records as required, will ensure the documentation includes all of the required information, and will provide the records to the Department when requested.

**Correction Deadline: 7/19/2018**

**Facility****591-1-1-.06 Bathrooms****Not Met****Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on the consultant's observation that in Room two, the exhaust fan in the bathroom was not working on this date.

**POI (Plan of Improvement)**

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

**Correction Deadline: 7/30/2018**

**Recited on 7/19/2018**

**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center.

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

Center appears clean and well maintained.

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**591-1-1-.26 Playgrounds(CR)****Not Met****Comment**

Trees located on the site or that encroach onto the site from adjacent properties may have structural issues that present an elevated level of risk. Consider having these trees inspected by a certified arborist to determine their structural integrity and associated levels of risk. Please ensure that the sweet gum balls are inaccessible to the children.

**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on the consultant's observation that the fencing on the back middle sections behind the swings was measuring approximately forty-one inches due to the pile of resilient materials. It was further determined based on the consultant's observation that the fencing located on the front left side behind the little tikes house was measuring approximately thirty- nine inches due to the pile of resilient materials.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 7/19/2018****Technical Assistance**

591-1-1-.26(6) - Please ensure that the outdoor equipment is free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. On this date the consultant's observed the back swing set had chipping paint on the middle base section and wood cabin little tikes house had sharp edges on the bottom section of the house.

**Correction Deadline: 7/29/2018**

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**Food Service**

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

Center menu meets USDA guidelines.

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**591-1-1-.18 Kitchen Operations****Met****Comment**

Discussed proper steps for dishwashing.

**Comment**

Kitchen appears clean and well organized.

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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

Please ensure lids remain on trash containing organic waste.

**Comment**

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

**Safety****591-1-1-.05 Animals****Met****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**

Pleasant naptime environment observed.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

**Staff Records****Records Reviewed: 8****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 03/12/1990

Staff # 2

Met

Date of Hire: 09/19/1984

Staff # 3

Met

Date of Hire: 08/24/1995

Staff # 4

Met

Date of Hire: 09/15/2016

Staff # 5

Met

Date of Hire: 04/17/2017

**Records Reviewed: 8**

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

Staff # 6	Met
Date of Hire: 09/24/1985	
Staff # 7	Met
Date of Hire: 12/10/1985	
Staff # 8	Met
Date of Hire: 02/21/2017	

**Staff Credentials Reviewed: 8**

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

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

**Comment**

Criminal records checks were observed to be complete.

**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**

**Correction Deadline: 7/19/2018**

**Corrected on 7/19/2018**

**.33(3) - Previous citation observed corrected.**

**Correction Deadline: 7/19/2018**

**Corrected on 7/19/2018**

**.33(6) - Previous citation observed corrected.**

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

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**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.

