



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: 3/1/2018 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 12:50 PM

CCLC-35528

Jackson Heights Christian Academy

3737 Inner Perimeter Road Valdosta, GA 31602 Lowndes County
 (229) 244-4420 jacksonheights1612@yahoo.com

Regional Consultant

Beth Houtz

Phone: (229) 238-2130
 Fax: (229) 238-2955
 beth.houtz@dec.al.gov

Mailing Address
 Same

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.
03/01/2018	Licensing Study	Good Standing	
08/11/2017	Complaint Closure	Good Standing	
08/07/2017	Complaint Investigation & Monitoring Visit	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	A-infants-1 yr	Infants and One Year Olds	2	10	C	15	C	NA	NA	Nap, Transitioning, Outside
MAIN	B-1 & 2 yrs	Two Year Olds and Three Year Olds and Four Year Olds	2	14	NC	16	C	NA	NA	Centers
MAIN	C-3+ yrs		0	0	C	15	C	NA	NA	Field Trip
MAIN	D-PreK (4+)		0	0	C	29	C	NA	NA	Field Trip
MAIN	E-3+		0	0	C	14	C	NA	NA	Field Trip
Total Capacity @35 sq. ft.: 79						Total Capacity @25 sq. ft.: 0	Building @35 capacity limited by Fire Marshall Limitations			
Total # Children this Date: 24			Total Capacity @35 sq. ft.: 79			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
MAIN	A-Left	41	C
MAIN	B-Back	73	C

Comments

The purpose of today's visit is to conduct a licensing study. This is the second visit of the fiscal year. The center does provide transportation. The transportation and field trip paperwork were reviewed today but the vans were not checked due to classes being away on a field trip. The Annual Vehicle Inspection checklist for both vans was reviewed during the visit.

Plan of Improvement: Developed This Date 03/01/2018

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. 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@decals.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://decals.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.decals.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@decals.ga.gov

Cathy Green, Program Official

Date

Beth Houtz, Consultant

Date



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Findings Report

Date: 3/1/2018 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 12:50 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 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: 1

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	
Child # 2	Met
Child # 3	Met
Child # 4	Met
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 a review of records that one of five children's records reviewed did not have the telephone numbers for the emergency contacts listed.

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: 3/1/2018

Evening Care

591-1-1-.32 Staffing/Supervision(CR)**Met****Comment**

No evening care hours provided

Facility

591-1-1-.06 Bathrooms**Met****Comment**

Bathrooms observed to be clean and well maintained.

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following hazards were present:
-On the desks in classroom B scissors, stapler, tape dispenser, and stapler puller were accessible to children in care.
-On the desk in classroom C a stapler was accessible to children in care and a broom and dust pan was in the middle of the room.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items. The center will ensure all maintenance and cleaning equipment and supplies are kept out of reach of the children. Additionally, the center will place a shelf in front of the extension cord.

Correction Deadline: 3/1/2018

Recited on 3/1/2018

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

Not Met

Correction Deadline: 8/21/2017

Corrected on 3/1/2018

.26(4) - This citation was observed to be corrected on this date. The fence bolts have been cut and the chicken wire removed.

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be 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. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that on the older playground one of the three red tricycles is missing a pedal and a push car is missing the steering wheel and has a cracked wheel. Additionally, on the toddler playground the red train has chipping paint.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 3/11/2018

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 that the following hazards were present on the playgrounds:

- On the toddler playground in the middle of the circular four yellow trykes there was an active ant bed.
- On the older playground bricks are missing by the back door and the foam board on the side of the building is exposed.
- On the older playground the weed paper is coming through the bark and presenting a tripping hazard.
- On the older playground the center is using bark as surfacing for part of the play area. The bark measures six to seven inches wide and three inches in width presenting a possible protrusion hazard.

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: 3/1/2018

Recited on 3/1/2018

Food Service

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

Met

Correction Deadline: 8/7/2017

Corrected on 3/1/2018

.15(1) - This citation was observed to be corrected on this date. The menu meets the USDA requirements.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

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

Proper hand washing observed throughout the center.

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

Direct stated that no medication is currently dispensed.

Safety

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

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)**Met****Comment**

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR)**Defer****Comment**

Complete documentation of transportation observed for the School Transportation Form. The Emergency Medical Information for the children was not reviewed due to it being on the vans with the children who were on a field trip. The Emergency Medical Forms will be reviewed during the next visit. The vans were not inspected due to the field trip and will be inspected on the next visit.

Defer

591-1-1-.36(4)(f)1.- The Ford van was not at the center during the visit due to a field trip. This rule will be evaluated during the next visit.

POI (Plan of Improvement)

The Center will ensure that manufacturer directions and state and federal laws are met when using child passenger restraining systems and seat safety belts. The center will replace the missing buckle and not use that seat space until the repair is made.

Correction Deadline: 8/8/2017

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Met****Comment**

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 14**Records with Missing/Incomplete Components: 3**

Staff # 1

Not Met

Date of Hire: 12/13/2016

"Missing/Incomplete Components"

Records Reviewed: 14

Records with Missing/Incomplete Components: 3

.33(3)-Health & Safety Certificate

Staff # 2	Met
Date of Hire: 03/30/2017	
Staff # 3	Met
Date of Hire: 02/13/2013	
Staff # 4	Met
Date of Hire: 04/05/2017	
Staff # 5	Met
Date of Hire: 08/25/2016	
Staff # 6	Met
Date of Hire: 09/20/2016	
Staff # 7	Met
Staff # 8	Not Met
Date of Hire: 08/03/2017	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 9	Met
Date of Hire: 01/04/2018	
Staff # 10	Met
Staff # 11	Not Met
Date of Hire: 09/18/2017	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 12	Met
Staff # 13	Met
Date of Hire: 07/08/2013	
Staff # 14	Met
Date of Hire: 04/07/2017	

Staff Credentials Reviewed: 14

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

Met

Correction Deadline: 8/7/2017

Corrected on 3/1/2018

.09(1)(a) - This citation was observed to be corrected on this date. All employees had a satisfactory records check determination letter.

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

Met

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

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 a review of records that three out of fourteen staff did not have the required Health and Safety Orientation training.

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: 3/31/2018

Correction Deadline: 6/8/2017

Corrected on 3/1/2018

.33(5) - This citation was observed to be corrected on this date.

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.

Staffing and Supervision

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

Technical Assistance

Technical Assistance

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances.

the consultant observed one three-year-old and two four-year-olds were in the same classroom as eleven two-year-olds. This was due to the the four year old and three year old classes being gone on a field trip and the children arriving late or not being allowed to attend the field trip. The consultant discussed with the Director about having a classroom and teacher just for the older children who do not attend field trips in the future so the older children are not mixed with the younger children.

Correction Deadline: 3/1/2018

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.