



**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:** 12/9/2020    **VisitType:** Monitoring Visit    **Arrival:** 5:00 PM    **Departure:** 5:50 PM

**CCLC-3581**

**Prime Time - Manning Oaks**

405 Cumming Street Alpharetta, GA 30004 Fulton County  
 (770) 664-3547 sarahf@ymcaatlanta.org

**Regional Consultant**

LaToya Longshore

Phone: (470) 542-7388

Fax:

latoya.longshore@decal.ga.gov

**Mailing Address**

3655 PRESTON RIDGE ROAD  
 ALPHARETTA, GA 30005

**Quality Rated:** ★ ★

| <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--|
| 12/09/2020                         | Monitoring Visit | Good Standing |  |
| 02/18/2020                         | Licensing Study  | Good Standing |  |
| 08/21/2019                         | 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                            | Cafeteria | Six Year Olds and Over | 2                               | 7        | C    | 103                           | C            | NA         | NA           | Art, Homework |
| Main                            | F105      |                        | 0                               | 0        | C    | 25                            | C            | NA         | NA           |               |
| Main                            | Gym       |                        | 0                               | 0        | C    | 126                           | C            | NA         | NA           |               |
| Total Capacity @35 sq. ft.: 254 |           |                        |                                 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |               |
| Total # Children this Date: 7   |           |                        | Total Capacity @35 sq. ft.: 254 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |               |

| Building | Playground                  | Playground Occupancy | Playground Compliance |
|----------|-----------------------------|----------------------|-----------------------|
| Main     | Field                       | 119                  | C                     |
| Main     | Hardtop (inside blue lines) | 88                   | C                     |

**Comments**

A Monitoring Visit was conducted on December 9, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 9, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.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@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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.dec.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

Ouida Lyons, Program Official

Date

LaToya Longshore, Consultant

Date



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

### Findings Report

**Date:** 12/9/2020 **VisitType:** Monitoring Visit **Arrival:** 5:00 PM **Departure:** 5:50 PM

**CCLC-3581**

**Prime Time - Manning Oaks**

405 Cumming Street Alpharetta, GA 30004 Fulton County  
(770) 664-3547 sarahf@ymcaatlanta.org

**Mailing Address**

3655 PRESTON RIDGE ROAD  
ALPHARETTA, GA 30005

**Regional Consultant**

LaToya Longshore

Phone: (470) 542-7388

Fax:

latoya.longshore@dec.al.gov

The following information is associated with a Monitoring Visit:

### 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.

### Facility

**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)**

**Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

### Health and Hygiene

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

**Met**

**Comment**

No children enrolled who require diapering. School age children attend only for after school hours.

---

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

**Comment**

Staff were observed to remind children to wash hands.

---

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

**Comment**

The Provider currently does not dispense/administer medication.

---

**Safety**

---

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

**Comment**

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 Provider on this date.

---

**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**

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

---

**Staff Records**

---

**Records Reviewed: 2**

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

Staff # 1 Met  
Date of Hire: 11/06/2015

Staff # 2 Met  
Date of Hire: 08/01/2018

---

**Staff Credentials Reviewed: 1**

---

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

**Comment**

Director provided files for employees and their were no new hired since last visit per provider on this date.

---

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

**Correction Deadline: 3/19/2020**

**Corrected on 12/9/2020**

Previous citation corrected. Consultant reviewed staff records and Health & Safety Training Orientation was observed for both staff members on this date.

**Correction Deadline: 12/31/2020**

**Corrected on 12/9/2020**

Previous citation corrected. Consultant reviewed staff records and observed the required ten (10) clock hours of training on file for staff members on this date.

---

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

---

**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**

Staff observed to provide direct supervision and be attentive to children's needs.