



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: 11/7/2018 **VisitType:** Monitoring Visit **Arrival:** 3:05 PM **Departure:** 6:00 PM

CCLC-3942

Cannon Afterschool

2424 Webb Gin House Road Snellville, GA 30078 Gwinnett County
 (678) 501-6437 sherryeb@cannonchurch.org

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

Mailing Address

Same

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.
11/07/2018	Monitoring Visit	Good Standing	
04/11/2018	Monitoring Visit	Good Standing	
10/23/2017	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	302	Six Year Olds and Over	2	2	C	15	C	NA	NA	Free Play
Main	303	Five Year Olds and Six Year Olds and Over	2	4	C	13	C	NA	NA	Free Play,Snack
Main	304	Six Year Olds and Over	1	3	C	13	C	NA	NA	Homework
Main	306		0	0	C	13	C	NA	NA	
Main	308	Six Year Olds and Over	2	5	C	13	C	NA	NA	Free Play
Main	310		0	0	C	27	C	NA	NA	
Main	312	Six Year Olds and Over	2	6	C	15	C	NA	NA	Snack,Homework
Main	313	Six Year Olds and Over	2	9	C	17	C	NA	NA	Free Play
Total Capacity @35 sq. ft.:			126		Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 29			Total Capacity @35 sq. ft.:		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A	70	C
Main	PG B	41	C

Comments

Plan of Improvement: Developed This Date 11/07/2018

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/RuleAndRegulations.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.

- 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

Sherrye Beebe, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

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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

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Met

Correction Deadline: 4/11/2018

Corrected on 11/7/2018

.26(4) - The previous citation was observed to be corrected in that the area is adequately fenced. The fence was observed to be at least four feet high.

Correction Deadline: 4/18/2018

Corrected on 11/7/2018

.26(9) - The previous citation was observed to be corrected in that the gaps were observed to be corrected.

Health and Hygiene

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

There were no diaper children enrolled in the program on this date.

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

Proper hand washing observed throughout the center.

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

Discussed proper medication documentation and procedures.

Comment

Documentation for medication dispensing observed complete.

Safety

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR)**Not Met****Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that during the week of October 22, 2018, the driver did not record when children exited the vehicle from R.D Head Elementary.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 11/8/2018

Sleeping & Resting Equipment

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

Afterschool program only.

Staff Records

Records Reviewed: 24**Records with Missing/Incomplete Components: 7**

Staff # 1

Not Met

Date of Hire: 08/03/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 2	Met
Date of Hire: 04/03/2011	
Staff # 3	Met
Date of Hire: 04/03/2011	
Staff # 4	Not Met
Date of Hire: 08/03/2018	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 5	Not Met
Date of Hire: 08/03/2018	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 6	Met
Date of Hire: 06/01/2015	
Staff # 7	Met
Date of Hire: 04/21/2013	
Staff # 8	Met
Date of Hire: 08/11/2016	
Staff # 9	Met
Date of Hire: 05/27/2004	
Staff # 10	Met
Date of Hire: 05/15/2009	
Staff # 11	Met
Date of Hire: 08/06/2018	
Staff # 12	Met
Date of Hire: 09/15/2017	
Staff # 13	Met
Date of Hire: 06/13/2014	
Staff # 14	Not Met
Date of Hire: 08/03/2018	
<u>"Missing/Incomplete Components"</u>	

Records Reviewed: 24**Records with Missing/Incomplete Components: 7**

.33(3)-Health & Safety Certificate

Staff # 15 Met
Date of Hire: 05/12/1931

Staff # 16 Met
Date of Hire: 05/21/2008

Staff # 17 Not Met
Date of Hire: 08/03/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 18 Not Met
Date of Hire: 12/10/2016

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 19 Not Met
Date of Hire: 08/03/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 20 Met
Date of Hire: 01/01/2005

Staff # 21 Met
Date of Hire: 08/01/1992

Staff # 22 Met
Date of Hire: 11/14/2013

Staff # 23 Met
Date of Hire: 07/27/2013

Staff # 24 Met
Date of Hire: 06/20/2011

Staff Credentials Reviewed: 24

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

Criminal record checks were observed to be complete.

Comment

Director provided six files for employees hired since last visit.

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that one staff did not have evidence of CPR and First Aid completed.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 12/7/2018

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 six staff did not have evidence of having completed the 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: 12/7/2018

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.