



**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:** 8/30/2017    **VisitType:** Licensing Study    **Arrival:** 3:20 PM    **Departure:** 4:40 PM

**CCLC-39784**

**Regional Consultant**

**YMCA ASP @ Graves Elementary**

1700 Graves Road Norcross, GA 30093 Gwinnett County  
 (770) 326-8000 brookesp@ymcaatlanta.org

Phone:  
 Fax:  
 rhianna.clark@dec.al.ga.gov

**Mailing Address**

5600 West Jones Bridge Rd.  
 Peachtree Corners, GA 30092

<u>Compliance Zone Designation</u>			<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.
08/30/2017	Licensing Study	Good Standing	
03/07/2017	Monitoring Visit	Good Standing	
08/02/2016	Initial 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	Cafe	Five Year Olds and Six Year Olds and Over	2	20	C	152	C	NA	NA	Snack
Main	Gym		0	0	C	213	C	NA	NA	
Main	Rm 189		0	0	C	27	C	NA	NA	
Main	Rm 191		0	0	C	27	C	NA	NA	
Total Capacity @35 sq. ft.: 419						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 20			Total Capacity @35 sq. ft.: 419			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	playground	353	C

**Comments**

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).



**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.



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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@decga.gov](mailto:CCSRefutations@decga.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://decga.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)

\_\_\_\_\_  
Ryan Wilson, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rhianna Clark, Consultant

\_\_\_\_\_  
Date



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### Findings Report

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The following information is associated with a Licensing Study:

<b>Activities and Equipment</b>
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**591-1-1-.03 Activities**

**Not Met**

**Finding**

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined the after school program lacked a lesson plan.

**POI (Plan of Improvement)**

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

**Correction Deadline: 9/13/2017**

**Recited on 8/30/2017**

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

**Met**

**Comment**

Discussed-Rotation Support Disinfecting

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

**N/A**

**Comment**

No Swimming Activities Provided

<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed Capacity Routinely Met

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

**Met**

**Comment**

Observation-No Hazards Accessible

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

Met

**Comment**

Observation-Clean/Good Repair

**Health and Hygiene**

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

N/A

**Comment**

No children enrolled requiring diapering on this date.

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

Met

**Comment**

Observed-Staff Remind Children Wash Hand

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

N/A

**Comment**

Director stated, "No medications dispensed at this time."

**Policies and Procedures**

591-1-1-.27 Posted Notices

Met

Correction Deadline: 3/7/2017

Corrected on 8/30/2017

Previous citation observed to be corrected in that consultant reviewed the current week's menu posted on this date.

**Safety**

591-1-1-.05 Animals

N/A

**Comment**

No Animals Kept

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

Met

**Comment**

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)

N/A

**Comment**

No Field Trips at This Time

591-1-1-.36 Transportation(CR)

N/A

**Comment**

No Routine Transportation Provided

**Sleeping & Resting Equipment**

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

Met

**Comment**

Children enrolled does not require naps.

**Staff Records**

**Records Reviewed: 2**

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

Staff # 1

Met

Date of Hire: 07/24/2017

Staff # 2

Not Met

Date of Hire: 08/01/2006

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

**Staff Credentials Reviewed: 2**

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

**Met**

**Comment**

Criminal Records Check complete for 2 of 2 staff on this date.

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

**Met**

**Comment**

Observed-100% Certified First Aid & CPR

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**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 July 1, 2017 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 review of records on this date, one of two staff did not have evidence of completion of health and safety training by July 1, 2017.

**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: 9/29/2017**

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

**Met**

**Comment**

Lead staff education requirements met on this date.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Observed-Adequate Supervision

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

**Met**

**Comment**

Observed-Adequate Supervision