



**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:** 5/15/2018    **VisitType:** Licensing Study    **Arrival:** 2:45 PM    **Departure:** 5:45 PM

**CCLC-4122**

**Islands YMCA Fun Club**

66 Johnny Mercer Boulevard Savannah, GA 31410 Chatham County  
 (912) 897-1192 Darcy.Albury@ymcaofcoastalga.org

**Regional Consultant**

Stacey Foston

Phone: (706) 806-0407

Fax: (706) 806-0406

stacey.foston@dec.al.ga.gov

**Mailing Address**

66 Johnny Mercer Blvd  
 Savannah, GA 31410

**Quality Rated:**

<b>Compliance Zone Designation</b>		
05/15/2018	Licensing Study	Good Standing
10/18/2017	Monitoring Visit	Good Standing
04/26/2017	Licensing Study	Good Standing

**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.

**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, Chapel		0	0	C	14	C	NA	NA		
Main	5, kids fit gym	Six Year Olds and Over	1	12	C	33	C	NA	NA	Free Play	
Main	Childwatch 3		0	0	C	14	C	NA	NA		
Main	Childwatch 4		0	0	C	14	C	NA	NA		
Main	Main Gym-Rm2	Four Year Olds and Five Year Olds and Six Year Olds and Over	7	122	C	209	C	NA	NA	Free Play, Transitioning, Snack	
Total Capacity @35 sq. ft.:			284			Total Capacity @25 sq. ft.:			0		
Total # Children this Date:			134			Total Capacity @35 sq. ft.:			284		
						Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	PGD A	70	C
Main	PGD-fenced field	57	C

**Comments**

Plan of Improvement: Developed This Date 05/15/2018

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.

**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.

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)

Darcy Albury, Program Official

Date

Stacey Foston, Consultant

Date



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### Findings Report

**Date:** 5/15/2018    **VisitType:** Licensing Study    **Arrival:** 2:45 PM    **Departure:** 5:45 PM

#### CCLC-4122

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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)

N/A

#### Comment

Center does not provide swimming activities.

### Children's Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	Met

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**591-1-1-.08 Children's Records****Met****Comment**

Parent authorizations obtained/completed.

**Facility**

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**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)****Not Met****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that there was a hole with exposed plaster in the bottom of the wall in kids fit gym. Also the plastic trim was no longer attached on one wall and piece of plaster was on the floor.

**POI (Plan of Improvement)**

The center will repair the holes and replace the plastic trim.

**Correction Deadline: 5/18/2018****Recited on 5/15/2018**

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**591-1-1-.26 Playgrounds(CR)****Not Met****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 observation that the latch to gate was broken.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains will repair any hazards. The Center will have staff position in front of the gate and use a bungee cord to secure the gate until the latch is repaired

**Correction Deadline: 5/21/2018****Correction Deadline: 10/31/2017****Corrected on 5/15/2018****.26(8) - Observed adequate resilient surface material on the playground on this date.****Health and Hygiene**

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**591-1-1-.10 Diapering Areas & Practices(CR)****N/A****Comment**

There are no diapered children enrolled in this center.

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

Proper hand washing observed throughout the center.

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**591-1-1-.20 Medications(CR)****N/A****Comment**

The director stated that the center does not dispense medication.

## Policies and Procedures

### 591-1-1-.21 Operational Policies & Procedures

Technical Assistance

#### Technical Assistance

591-1-1-.21(3) - Observed documentation of drills. The consultant left a copy of the current emergency drill form with the director. The consultant also email a link to the new emergency preparedness plans.

**Correction Deadline: 5/20/2018**

## Safety

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

Met

#### Comment

Age-appropriate discussion and/or redirection observed.

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

Met

#### Comment

Center does not participate in field trips.

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

Not Met

#### Comment

Complete documentation of transportation observed.

#### Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records that one staff member transportation training had expired on August 2, 2016.

#### POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 5/25/2018**

**Correction Deadline: 11/3/2017**

**Corrected on 5/15/2018**

**.36(4)(b) - The center has repaired the torn seats on the vehicle.**

## Sleeping & Resting Equipment

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

N/A

#### Comment

This is a before and after school only program. children do not take naps at this center.

## Staff Records

**Records Reviewed: 17**

**Records with Missing/Incomplete Components: 5**

Staff # 1

Met

Date of Hire: 05/02/2014

Staff # 2 Date of Hire: 04/18/2017	Met
Staff # 3 Date of Hire: 01/10/2017	Met
Staff # 4 Date of Hire: 08/01/2017	Met
Staff # 5 Date of Hire: 02/25/2014	Met
Staff # 6	Met
Staff # 7 Date of Hire: 03/16/2018 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 8 Date of Hire: 08/16/2017 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 9 Date of Hire: 10/23/2013	Met
Staff # 10 Date of Hire: 04/28/2017	Met
Staff # 11	Met
Staff # 12 Date of Hire: 03/16/2018 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 13 Date of Hire: 01/22/2018	Met
Staff # 14 Date of Hire: 04/19/2017	Met
Staff # 15 Date of Hire: 10/19/2016	Not Met

**Records Reviewed: 17**

**Records with Missing/Incomplete Components: 5**

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 16

Met

Date of Hire: 05/04/2017

Staff # 17

Not Met

Date of Hire: 03/19/2018

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

**Staff Credentials Reviewed: 17**

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

**Met**

**Correction Deadline: 10/18/2017**

**Corrected on 5/15/2018**

**.09(1)(a) - Criminal records check complete for all staff.**

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

**Met**

**Comment**

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

**Comment**

Please add face mask and protective eyewear to vehicle kit.

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

**Not Met**

**Comment**

Documentation observed of required staff training.

**Finding**

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on a review of records that four employees did not have evidence of an orientation on file.

**POI (Plan of Improvement)**

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

**Correction Deadline: 5/18/2018**

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

**Not Met**

**Finding**

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based on a review of records and discussion that the new director does not meet the academic requirements.

**POI (Plan of Improvement)**

The director is enrolled in a program to obtain the required credential. The director will email the consultant documentation to verify enrollment.

**Correction Deadline: 5/31/2018**

**Staffing and Supervision**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date.