



**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:** 9/10/2019    **VisitType:** Licensing Study    **Arrival:** 10:00 AM    **Departure:** 2:25 PM

**CCLC-47882**

**Learning You and Me Childcare**

5219 Skidaway Road Savannah, GA 31404 Chatham County  
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**Regional Consultant**

Stacey Foston

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**Mailing Address**

Same

**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.  <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.
09/10/2019	Licensing Study	Good Standing	
05/09/2019	Complaint Investigation Follow Up	Good Standing	
05/09/2019	Complaint Closure	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		0	0	C	5	C	NA	NA	
Main	B	One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds	1	8	C	7	NC	NA	NA	Lunch, Transitioning, Outside
Main	C	Infants	1	5	C	5	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.:			17			Total Capacity @25 sq. ft.: 0				
Total # Children this Date:			13			Total Capacity @35 sq. ft.: 17				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	25	C

**Comments**

Plan of Improvement: Developed This Date 09/10/2019

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)

Danielle Virgil, Program Official

Date

Stacey Foston, Consultant

Date



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### Findings Report

**Date:** 9/10/2019 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 2:25 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities**

**Not Met**

**Technical Assistance**

591-1-1-.03(13) - Discussed daily schedule requirements for outdoor play.

**Correction Deadline: 9/10/2019**

**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 based on observation that the center did not have current lesson plans available for review.

**POI (Plan of Improvement)**

The center is receiving Quality Rating technical assistance and will be trained on how to develop lesson plans. 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: 9/20/2019**

**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: 3**

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

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities

Child # 2 Met

Child # 3 Met

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

**Not Met**

**Technical Assistance**

591-1-1-.08(1) - Discussed with the director about ensuring all information is filled out on the enrollment form or the parent puts not applicable if it applies.

**Correction Deadline: 9/10/2019**

**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 three records did not have a statement regarding known allergies.

**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: 9/10/2019**

**Finding**

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on a review of records that 13 children were present however only eight children were signed in on this date.

**POI (Plan of Improvement)**

The center will ensure children are signed in and out daily. The Center will maintain arrival and departure records as required.

**Correction Deadline: 9/10/2019**

**Facility**

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

**Not Met**

**Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that the center cared for eight children in a room with a licensed capacity of seven children.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 9/11/2019**

**Recited on 9/10/2019**

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

**Comment**

No hazards observed accessible to children on this date.

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**591-1-1-.26 Playgrounds(CR)** **Not Met**

**Technical Assistance**

591-1-1-.26 - Discussed with the director about securing the section of wooden fence on the back left side of the playground. The top part of the fence is starting to lean over towards the play area.

**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 there were 12 small active ant beds on the playground. In addition there was a small wasp nest on the roof inside one of the playhouses.

**POI (Plan of Improvement)**

The Center will treat the ant beds and have the wasp nest removed when the children are not present. The center will routinely treat and monitor for insect activity on the playground

**Correction Deadline: 9/11/2019**

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition** **Not Met**

**Finding**

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on observation that seven bottles were not labeled with the child's name.

**POI (Plan of Improvement)**

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

**Correction Deadline: 9/10/2019**

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**Health and Hygiene**

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

**Comment**

Staff state proper knowledge of diapering procedures.

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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 Provider currently does not dispense/administer medication.

## Policies and Procedures

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

Not Met

#### Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that the center did not conduct tornado and lock down drills as required.

#### POI (Plan of Improvement)

The consultant reviewed the rules and requirements with the director. The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 9/30/2019**

### 591-1-1-.27 Posted Notices

Met

#### Comment

Please make sure that all required signs are posted and up to date. Please add the names of persons responsible for the administration of the Center in the administrator's absence.

## 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

Center does not participate in field trips. The center invites community helpers to the center for educational experiences.

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

N/A

#### Comment

Center does not provide routine transportation.

## Sleeping & Resting Equipment

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

Not Met

#### Finding

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on the consultant's observation that the five cribs in the infant room did not have tight fitting sheets. The consultant observed one child sleeping in a crib that did not have a tight fitting sheet.

#### POI (Plan of Improvement)

The center had sheet straps to tighten the sheets but they were not on the cribs sheets during the visit. The center will ensure that each crib has an individual, tight-fitting sheet. The center will purchase new sheets or additional sheet straps if needed.

**Correction Deadline: 9/10/2019**

## Staff Records

**Records Reviewed: 4**

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

Staff # 1 Date of Hire: 07/22/2019	Met
Staff # 2 Date of Hire: 08/29/2017	Met
Staff # 3 Date of Hire: 10/07/2017	Met
Staff # 4 Date of Hire: 05/24/2019 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met

### **Staff Credentials Reviewed: 1**

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

**Comment**

Criminal record checks were observed to be complete.

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

**Comment**

Complete first aid kit observed in center.

**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 one staff person that started working at the center in May of 2019 and who helps in the classroom did not complete the health and safety training as required.

**POI (Plan of Improvement)**

The center will ensure the training is completed. The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 10/10/2019**

**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**

**Correction Deadline: 5/9/2019**

Corrected on 9/10/2019

.32(3) - The previous citation has been corrected in that the center was observed to maintain required ratios on this date.

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

Met

Correction Deadline: 5/9/2019

Corrected on 9/10/2019

.32(7) - The previous citation was observed to be corrected. The children were observed to be supervised as required.