



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: 3/22/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:30 AM **Departure:** 12:15 PM

CCLC-47953

Black's Mill Elementary

1860 Dawson Forest Road, East Dawsonville, GA 30534 Dawson County
 (770) 297-9622 amy.kienle@gamountainsymca.org

Mailing Address

2455 Howard Rd
 Gainesville, GA 30501

Regional Consultant

Jennifer Salies

Phone: (770) 357-7052

Fax: (770) 357-7051

jennifer.salies@dec.al.ga.gov

Joint with: Chrissy Powell

Quality Rated: No

Compliance Zone Designation		
03/22/2018	Initial 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	A - All ages		0	0	C	22	C	NA	NA	
Total Capacity @35 sq. ft.: 22						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 22			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	A/ All Ages	174	C

Comments

Permission to operated was granted on this date. Facility does have Liability insurance.

Plan of Improvement: Developed This Date 03/22/2018

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).

	<p>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. You are encouraged not to wait and to complete the process as soon as possible.</p>
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You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decal.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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@decal.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://decal.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.decal.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@decal.ga.gov

Rick Little, Program Official _____ Date

Jennifer Salies, Consultant _____ Date

Chrissy Powell, Consultant _____ Date



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Findings Report

Date: 3/22/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:30 AM **Departure:** 12:15 PM

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The following information is associated with a Initial Licensing Study:

Activities and Equipment

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

Met

Comment

591-1-1-.12(4) Equipment observed to be free of hazards and properly secured.

Correction Deadline: 3/22/2018

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 5

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 4	Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 5

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

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

Not Met

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 consultant's review of the files that five (5) of five (5) children files was missing the address of the person to whom the child may be released.

POI (Plan of Improvement)

Center staff will have families complete the application and include all requirements to be filled out.

Correction Deadline: 3/22/2018

Facility

591-1-1-.06 Bathrooms

Not Met

Finding

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on consultant's observation that the vent fans in all bathrooms were not functioning properly.

POI (Plan of Improvement)

The Center will contact the maintenance department and have the ventilation system repaired.

Correction Deadline: 4/21/2018

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

Met

Comment

The licensed capacity for the facility is twenty-two (22) children.

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 consultant's observation that the far right toilet in the boys bathroom next to the cafeteria had a protruding bolt and was missing the cap at the base of the toilet.

POI (Plan of Improvement)

The Center will have the maintenance staff cut the bolt down to two threads and replace the missing cap.

Correction Deadline: 3/22/2018

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

Met

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition

Technical Assistance

Technical Assistance

591-1-1-.15(1) - Consultant discussed the New USDA guidelines and handout with the Director on this date.

Correction Deadline: 3/22/2018

Health and Hygiene

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

Met

Comment

Diapering requirements discussed on this date with the Director in the case that the facility has a child with special needs and requires diapers.

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

Met

Comment

There were no children present on this date. Proper hand washing of children and staff was discussed with the director on this date.

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

Met

Comment

Discussed proper medication documentation and procedures.

Organization

591-1-1-.16 Governing Body & License

Not Met

Finding

591-1-1-.16(c) prohibits the operation of a Child Care Learning Center without a License or Permit. A separate License or Permit is required for each address or location at which a Center is proposed to be operated even when all of the proposed Centers are owned by the same person or entity. A separate License or Permit is also required for each Center operated at a single location by the same governing body. It was determined based on consultant's observation that the facility was operating without a license.

POI (Plan of Improvement)

The center was granted permission to operate today.

Correction Deadline: 3/22/2018

Safety

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

There were no children enrolled on this date. The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director on this date.

591-1-1-.36 Transportation(CR)**Met****Comment**

Center does not provide routine transportation. Consultant discussed transportation requirements if/when the facility decides to incorporate transportation. The center will contact their regional consultant and complete the required two (2) hour transportation training prior to transporting children.

Sleeping & Resting Equipment

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

Facility is an after school program operating only in the afternoons. No nap time required.

Staff Records

Records Reviewed: 3**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 03/22/2018

Staff # 2

Met

Date of Hire: 11/30/2015

Staff # 3

Met

Date of Hire: 04/03/2017

Staff Credentials Reviewed: 3

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

Criminal records checks were observed to be complete.

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

591-1-1-.31(13) Staff observed to be compliant with applicable laws and regulations.

Correction Deadline: 3/22/2018

Staffing and Supervision

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

Discussed classroom ratios/capacities on this date.

Comment

A supervision plan was created on this date for the bathrooms located in the hallways for Classroom A and the Special Use rooms (cafeteria and gym).