



**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:** 10/26/2021 **VisitType:** Initial Licensing Study **Arrival:** 9:30 AM **Departure:** 12:00 PM

**CCLC-54542**

**YMCA @ Ivy Prep Academy**

1807 Memorial Drive Atlanta, GA 30317 DeKalb County  
(404) 370-5640 laurenk@ymcaatlanta.org

**Regional Consultant**

Melissa McFarlin

Phone: (770) 359-5224

Fax: (770) 302-9130

melissa.mcfarlin@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
10/26/2021	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 Building	Room 102		0	0	C	21	C	NA	NA	
Main Building	Room 119		0	0	C	19	C	NA	NA	
Total Capacity @35 sq. ft.: 40						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 40			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main Building	Playground	43	C

**Comments**

An Administrative Review was conducted on October 18, 2021. Staff files, children's files, training, and background checks were all reviewed. An in person Initial Licensing Study was conducted on October 26, 2021. The exit conference was conducted virtually on October 27, 2021 at 2:30 pm with Davonne Tillman. Permission to Operate will be issued upon completion of the Exit Conference and signature pages are returned to the consultant. Permission to Operate issued on this date. Facility does not carry Liability Insurance.

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).



Please refer to the website, <http://www.decal.ga.gov/CCS/RulesAndRegulations.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

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.

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#### 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](mailto: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.

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**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.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](mailto:qualityrated@decal.ga.gov)

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Lauren Koontz, Program Official

Date

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Melissa McFarlin, Consultant

Date



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### Findings Report

**Date:** 10/26/2021 **VisitType:** Initial Licensing Study **Arrival:** 9:30 AM **Departure:** 12:00 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**

On this date, Consultant observed equipment, furniture and toys throughout the program, to be non - hazardous, fully - secured, and not able to cause injury from tipping, falling, or being pulled or pushed over.

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

**Met**

**Comment**

On this date, no pool was on the premises.

**Comment**

On this date, the program Administrator stated that the program will not participate in Swimming/water activities, in water measuring two (2) feet in depth or greater. Consultant discussed Swimming/water requirements with program Administrator, prior to the visit and on this date. Consultant also stated to program Administrator that prior to participating in Swimming/water activities, in any type of equipment holding water two (2) feet in depth or greater, the program is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming/water activity Rules.

### Facility

**591-1-1-.06 Bathrooms**

**Met**

**Comment**

On this date, bathrooms observed to be clean and well maintained with proper ventilation.

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

**Met**

**Comment**

The total Licensed capacity of the program (school) measured at 40 children, based on Consultant's measurement of two (2) of two (2) classrooms, Licensed this date.

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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)****Met****Comment**

Playground observed to be clean and in good repair on this date.

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<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

On this date, no children enrolled who require diapering. School age children will attend only for after school hours.

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

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

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

The Program currently does not dispense/administer medication. Discussed medication documentation, administration and storage on this date.

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<b>Safety</b>
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**591-1-1-.05 Animals****Met****Comment**

Program does not keep animals on premises on this date.

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**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.

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**591-1-1-.13 Field Trips(CR)****Met****Comment**

The program administrator stated that the program will not provide Field Trips at this time. Consultant discussed with the program administrator, all requirements needed in order to conduct field trips with children. Consultant also stated to the program administrator that prior to conducting Field Trips, the program is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the program staff participating in any aspect. Further, Consultant stated to the program administrator, that prior to conducting Field Trips, the program is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Field Trip requirements.

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

The program administrator stated that the program will not provide routine Transportation and Field Trips at this time. Consultant discussed with program administrator, all requirements needed in order to transport and conduct field trips with children. Consultant also stated to program administrator that prior to providing Transportation and/or Field Trips, the program is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the program Staff participating in any aspect of Transportation, and ensure all Transportation/Field Trip checklists/forms and vehicle requirements are met. Further, Consultant stated to program administrator, that prior to providing Transportation and/or Field Trips, the program is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Transportation and Field Trip requirements.

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**Sleeping & Resting Equipment**

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

The School-Age Only program is Licensed to serve children ages five-years and older. Sleeping and resting equipment is not required. Consultant also discussed all Safe Sleeping and Resting requirements with program Administrator, prior to the visit and on this date.

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**Staff Records**

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

Staff # 1	Met
Staff # 2	Met
Staff # 3	Met

**Staff Credentials Reviewed: 0**

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

On this date, three (3) of three (3) staff records were observed to have comprehensive satisfactory Criminal Background Check determination letters on file for the After School Program.

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

Staff observed to be compliant with applicable laws and regulations on this date.

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**Staffing and Supervision**

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

There were no children enrolled on this date. Proper ratios and classroom capacities were discussed with the director on this date.

**Comment**

A supervision plan was created on this date.

**Hallway Bathroom Use**

A bathroom is not located inside of classroom 102. As such, school age children will use the bathrooms in the hallway area. During all use of the hallway bathrooms, Staff will monitor and closely supervise children. Staff will also escort children to and from the hallway bathrooms, will ensure all children's proper handwashing immediately following bathroom use, and will ensure children's safe return to the classroom.

**Playground Barrier**

Prior to children exiting the school, Center Staff will place orange plastic cones or other temporary barrier (i.e., -movable chain/rope fence, etc.), from the entrance/exit of the playground, due to the front of the playground not being fully fenced in. Staff will ensure that the barrier is placed, and that Staff are positioned, to completely prevent children's access to the main sidewalk area, outside of the Playground. Staff will then closely monitor, supervise children on the playground at all times during playground use. A variance was submitted for fencing.