



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

Cover Sheet

Date: 4/28/2021 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 9:30 AM **Departure:** 5:00 PM

CCLC-33291

Golden Isles YMCA

144 Scranton Connector Brunswick, GA 31525 Glynn County
 (912) 265-4100 Shaisha.walker@ymcaofcoastalga.org

Regional Consultant

Jerica Davis

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Mailing Address
 Same

Quality Rated:

Compliance Zone Designation			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.
04/28/2021	Complaint Investigation & Licensing Study	Good Standing	
11/23/2020	Monitoring Visit	Good Standing	
05/26/2020	Licensing Study	Good Standing	

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	1st Left- Pre-K	GA PreK	2	13	C	23	C	NA	NA	Circle Time, Transitioning, Outside
Main	1st Right- Pre-K	GA PreK	2	14	C	24	C	NA	NA	Story, Transitioning
Main	2nd Left- Two's	Two Year Olds	2	17	C	23	C	NA	NA	Circle Time, Outside
Main	2nd Right- Office		0	0	C	11	C	NA	NA	
Main	3rd Left- One's	One Year Olds	2	12	C	21	C	NA	NA	Circle Time, Outside
Main	3rd Right- Three's	Three Year Olds	1	17	NC	22	C	NA	NA	Circle Time
Main	Aerobic	Four Year Olds and Five Year Olds	1	14	C	74	C	NA	NA	Centers
Main	AS Wing- Meeting Room		0	0	C	19	C	26	C	
Main	AS Wing- Multi-Purpose		0	0	C	28	C	NA	NA	
Main	AS Wing- Resource Room		0	0	C	14	C	19	C	
Main	AS Wing- Youth Room		0	0	C	17	C	NA	NA	
Main	AS Wing-1st Right	Six Year Olds and Over	1	23	NC	18	NC	26	C	Snack, Homework, Outside
Main	Gym		0	0	C	229	C	NA	NA	

	Total Capacity @35 sq. ft.: 523	Total Capacity @25 sq. ft.: 543
Total # Children this Date: 110	Total Capacity @35 sq. ft.: 523	Total Capacity @25 sq. ft.: 543

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground 1	61	C
Main	Playground 2	329	C

Comments

The purpose of today's visit is to conduct a Licensing Study.

Compliance with the Executive Order issued on March 31, 2021 was reviewed during the Licensing Study.

Plan of Improvement: Developed This Date 04/28/2021

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



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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

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.

- 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)

Shaisha Walker, Program Official

Date

Jerica Davis, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

Please ensure that the Center keeps a current lesson plan for each classroom 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.

Correction Deadline: 4/28/2021

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

Not Met

Technical Assistance

Please ensure that each Employee and child in attendance to use all indoor and outdoor furniture, activity materials, and equipment in a safe and appropriate manner and in accordance with the manufacturer's instructions, recommendations, and intended use. Please ensure that if high chairs are used that the children be strapped into the high chair in accordance with the manufacturer's instructions.

Correction Deadline: 4/28/2021

Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that a TV was observed on a low shelf in the back right side of the three-year-old classroom and was not secured to prevent tipping, falling, or being pulled or pushed over as required.

POI (Plan of Improvement)

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 4/28/2021

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: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following hazards were observed:

- In the two-year-old classroom, a large container of sanitizing wipes was observed to be open and stored on a low shelf on the back right side of the classroom accessible to the children in care.
- In the three-year-old classroom, a bottle of Pine-Sol and bleach were observed in a unlocked cabinet under the sink accessible to the children in care.
- In Pre-K Two, a plunger was observed to be store in the bathroom on the left accessible to the children in care.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 4/28/2021

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

Not Met

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the small green slide on playground one had an eight inch by ten inch hole in the middle of the slide posing a potential hazard.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters. Staff will repair or replace the damaged slide to ensure it is in proper working order.

Correction Deadline: 5/8/2021

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that the playground structure on playground two that was being utilized by school-age children had no resilient surfacing under the fall zones including the stairs, slide, and swings where six inches of surfacing is required.

POI (Plan of Improvement)

The Center will add resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 5/8/2021

Food Service

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

Comment

Center menu meets USDA guidelines.

Health and Hygiene

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

Comment

Proper diapering procedures observed.

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

Comment

Proper hand washing observed throughout the center.

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

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

Technical Assistance

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date. Please ensure to clean the cots in the two-year-old classroom.

Technical Assistance

Please ensure that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags.

Correction Deadline: 4/28/2021

Staff Records

Records Reviewed: 15

Records with Missing/Incomplete Components: 11

Staff # 1 Not Met

Date of Hire: 03/12/2021

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 2 Not Met

Date of Hire: 08/24/2014

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 3 Not Met

Date of Hire: 05/31/2019

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 03/04/2008

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 5 Not Met

Date of Hire: 07/20/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 08/10/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 7 Not Met

Records Reviewed: 15**Records with Missing/Incomplete Components: 11**

Date of Hire: 08/10/2011

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Met

Date of Hire: 11/11/2016

Staff # 9

Met

Date of Hire: 11/09/2020

Staff # 10

Met

Date of Hire: 07/27/2015

Staff # 11

Not Met

Date of Hire: 03/15/2021

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 12

Met

Date of Hire: 11/16/2020

Staff # 13

Not Met

Date of Hire: 02/01/2021

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Date of Hire: 04/07/2017

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 15

Not Met

Date of Hire: 04/15/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff Credentials Reviewed: 6**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff member # 13 hired on February 1, 2021, staff member #1 hired on March 12, 2021 and staff member #11 hired on March 15, 2021 did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site prior to employment as required. All three staff members received a Comprehensive Satisfactory letter on April 22, 2021.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will complete the provided affidavit to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center has completed the required background checks for the new employees as required.

Correction Deadline: 4/28/2021

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff member #13 hired on February 1, 2021, staff member #1 hired on March 12, 2021 and staff member #11 hired on March 15, 2021 did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care as required. All three staff members received a Comprehensive Satisfactory letter on April 22, 2021.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will complete the required affidavit form to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will complete all steps to ensure the CRC rules are maintained. The center has completed the required background checks for the new employees as required.

Correction Deadline: 4/28/2021

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

Please ensure that the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children.

Correction Deadline: 5/28/2021

Finding

Previously Cited: 591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that three staff did not complete ten annual training hours as required.

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that nine staff members did not have evidence of completing ten annual training hours for the 2020 calendar year as required.

POI (Plan of Improvement)

Previously Cited: The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 1/1/2022

Recited on 4/28/2021

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

Met

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during the Licensing Study. The program was in compliance with the Executive Order issued on March 31, 2021.

Staffing and Supervision

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

Not Met

Finding

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20;and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that the following instances of the classrooms being over ratio were observed:

- When the consultant arrived, 17 three-year-old children were observed to be in the three-year-old classroom with one staff member where two staff members were required.
- One staff member was observed to step out of the two-year-old classroom for approximately three minutes leaving one staff member with 16 two-year-old children where two staff members were required.
- While on the playground, one staff member was observed to have 16 two-year-old children where two staff members were required.
- While on the playground, one staff member was observed to have 11 one-year-old children where two staff members were required.

POI (Plan of Improvement)

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

Correction Deadline: 4/28/2021

591-1-1-.32 Supervision(CR)**Not Met****Finding**

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. It was determined based on observation that there were multiple instances of a lack of supervision with the school-age children when children were observed to frequently leave the classroom and go into the hallway unattended, go across the hallway to the restrooms unattended, and walk to other classrooms unattended. Additionally, one staff member was observed to have school-age children in the classroom and outside on the playground at the same time and was observed to be going in and out of the building leaving children in the classroom unattended and children outside unattended.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 4/28/2021