



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: 1/18/2022 **VisitType:** Licensing Study **Arrival:** 3:30 PM **Departure:** 4:45 PM

CCLC-35863

YWCO After School at Malcom Bridge Elementary School

2600 Malcom Bridge Rd. Bogart, GA 30622 Oconee County
 (706) 310-1998 ywco.afterschool@gmail.com

Regional Consultant

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@dec.al.ga.gov

Mailing Address

562 Research Drive
 Athens, GA 30605

Quality Rated: No

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. 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.
01/18/2022	Licensing Study	Good Standing	
08/25/2021	Monitoring Visit	Good Standing	
02/03/2021	Licensing Study	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/Cafeteria	Five Year Olds and Six Year Olds and Over	5	49	C	110	C	154	C	Clean Up, Outside, Transitioning, Free Play, Homework
Total Capacity @35 sq. ft.: 110			Total Capacity @25 sq. ft.: 286							
Total # Children this Date: 49			Total Capacity @35 sq. ft.: 242							
			Total Capacity @25 sq. ft.: 286							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG	132	C

Comments

The purpose of the visit was to conduct a license visit. An Administrative Review was conducted on January 21, 2022. Staff files, children's files, training, and background checks were all reviewed. The visit was completed on January 25, 2022. A copy of the report was emailed to the director and reviewed via telephone.

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



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@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)

Joey Echols, Program Official

Date

Kelly Jones, Consultant

Date



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Findings Report

Date: 1/18/2022 **VisitType:** Licensing Study

Arrival: 3:30 PM

Departure: 4:45 PM

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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.

Comment

Discussed rotating toys to support the procedures of daily disinfecting.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

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

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Child # 7	Met
Child # 8	Met
Child # 9	Met

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

Met

Comment

Parent agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Please monitor bathrooms for necessary supplies.

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)

Met

Comment

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Center menu meets USDA guidelines. Snack is the only food provided.

591-1-1-.18 Kitchen Operations

Met

Comment

Center does not use the kitchen. Afternoon snack provided.

Health and Hygiene

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

Met

Comment

No children enrolled who require diapering. School age children attend only for after school hours.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures	Met
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Comment

Program observed complete emergency drills

591-1-1-.27 Posted Notices	Met
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Comment

Observed all required posted notices.

591-1-1-.29 Required Reporting	Met
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Comment

Thank you for reporting as required.

Safety

591-1-1-.05 Animals	Met
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Comment

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

Comment

Staff were observed to maintain a positive learning environment on this date.

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

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

Staff Records

Staff # 1	Met
Date of Hire: 01/05/2021	
Staff # 2	Met
Date of Hire: 07/27/2021	
Staff # 3	Met
Date of Hire: 07/19/2021	
Staff # 4	Met
Date of Hire: 01/05/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 5	Met
Date of Hire: 09/22/2020	
Staff # 6	Met
Date of Hire: 11/30/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7	Met
Date of Hire: 07/28/2008	
Staff # 8	Met
Date of Hire: 03/26/2021	
Staff # 9	Met
Date of Hire: 08/26/2020	
Staff # 10	Met
Date of Hire: 09/21/2021	
Staff # 11	Met
Date of Hire: 12/15/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 12	Met
Date of Hire: 08/31/2021	
Staff # 13	Met
Date of Hire: 09/23/2021	
Staff # 14	Met
Date of Hire: 08/19/2019	
Staff # 15	Met

Records Reviewed: 16

Records with Missing/Incomplete Components: 0

Date of Hire: 01/19/2021

Staff # 16

Met

Date of Hire: 10/05/2021

Staff Credentials Reviewed: 1

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

Met

Comment

16 of 16 Criminal record checks were observed to be complete.

Comment

Director provided seven file(s) for employees hired since last visit.8/25/2021.

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

Met

Comment

Evidence observed of 100% of qualifying center staff certified in First Aid and CPR.

Comment

Please replace/add missing/expired item(s) in first aid kit(s).

591-1-1-.33 Staff Training

Met

Comment

Documentation observed of required staff training.

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date. Discussed supervision plan with the director regarding dismissal.