



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: 3/26/2025 **VisitType:** Licensing Study

Arrival: 1:15 PM **Departure:** 3:40 PM

CCLC-57056

St. James Catholic School Early Learning Center

8412 Whitfield Avenue Savannah, GA 31406 Chatham County
(912) 355-3132 mistyyo@sjcs-savannahga.org

Regional Consultant

Jerica Davis

Phone: (478) 314-9452

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jerica.davis@decal.ga.gov

Mailing Address

Same

Quality Rated: No

<u>Compliance Zone Designation</u>			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.
03/26/2025	Licensing Study	Good Standing	
09/12/2023	ILS with Final License Date	Good Standing	
08/14/2023	Initial 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	Three Year Olds and Four Year Olds	2	15	C	18	C	NA	NA	Transitioning
Main	B	Two Year Olds and Three Year Olds	2	9	C	19	C	NA	NA	Nap,Outside
Main	C	One Year Olds and Two Year Olds	2	7	C	19	C	NA	NA	Nap
Main	D	Two Year Olds and Three Year Olds	1	11	C	18	C	NA	NA	Nap

Total Capacity @35 sq. ft.: 74

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 42

Total Capacity @35 sq. ft.: 74

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	13	C
Main	B	26	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
0	6	9	27	6	0	0

Comments

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

Plan of Improvement: Developed This Date

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

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov for more information. Free technical assistance is available!



(Findings Report)

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Mailing Address
Same

The following information is associated with a Licensing Study:

Activities and Equipment

Records Reviewed: 10

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 12/01/2024

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-Evidence of Orientation Missing

Staff # 3

Not Met

Date of Hire: 08/14/2023

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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)

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 12/01/2024

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-Evidence of Orientation Missing

Staff # 3

Not Met

Date of Hire: 08/14/2023

"Missing/Incomplete Components"

Records Reviewed: 10

Records with Missing/Incomplete Components: 2

.09-Criminal Records Check Missing

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

Met

Comment

Records were observed to be complete and well organized.

Facility

Records Reviewed: 10

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 12/01/2024

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-Evidence of Orientation Missing

Staff # 3

Not Met

Date of Hire: 08/14/2023

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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)

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children. Please ensure staff purses are stored inaccessible to children.

Correction Deadline: 8/14/2023

Corrected on 3/26/2025

.25(17) - This citation was observed to be corrected on this date. No thorny vines were observed on this date.

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

Met

Correction Deadline: 8/14/2023

Corrected on 3/26/2025

.26(9) - This citation was observed to be corrected on this date. The playgrounds were clean and free of hazards.

Food Service

Records Reviewed: 10

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 12/01/2024

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-Evidence of Orientation Missing

Staff # 3

Not Met

Date of Hire: 08/14/2023

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Health and Hygiene

Staff # 1

Not Met

Date of Hire: 12/01/2024

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-Evidence of Orientation Missing

Staff # 3

Not Met

Date of Hire: 08/14/2023

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)**Technical Assistance****Comment**

Proper hand washing observed throughout the center.

Technical Assistance

Please ensure that if used potty chairs be emptied in a flush toilet after each use, cleaned with a disinfectant and stored in the bathroom. Please ensure potty chairs are emptied and sanitized immediately after each use.

Correction Deadline: 3/26/2025**591-1-1-.20 Medications(CR)****Met****Comment**

The Provider currently does not dispense/administer medication.

Policies and Procedures

Records Reviewed: 10**Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 12/01/2024

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-Evidence of Orientation Missing

Staff # 3

Not Met

Date of Hire: 08/14/2023

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Program observed complete emergency drills

Safety

Records Reviewed: 10**Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 12/01/2024

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-Evidence of Orientation Missing

Staff # 3

Not Met

Date of Hire: 08/14/2023

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

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

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

Records Reviewed: 10**Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 12/01/2024

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-Evidence of Orientation Missing

Staff # 3

Not Met

Date of Hire: 08/14/2023

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Pleasant naptime environment observed.

Comment

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.

Staff Records

Records Reviewed: 10**Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 12/01/2024

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-Evidence of Orientation Missing

Staff # 3

Not Met

Date of Hire: 08/14/2023

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Not Met****Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff member # 3 had a current Criminal Background Check record on file that was not ported electronically before the staff member was present as required.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will complete the provided affidavit form to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 CRC rules are maintained.

Correction Deadline: 3/26/2025

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

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

Technical Assistance

Please ensure that the center maintains a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation. Please ensure each staff file contains the staff member's application and 10 year work history.

Correction Deadline: 3/31/2025**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision**Records Reviewed: 10****Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 12/01/2024

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing,.24(1)-Address Missing,.24(1)-Evidence of Orientation Missing

Staff # 3

Not Met

Date of Hire: 08/14/2023

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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**

Staff observed to provide direct supervision and be attentive to children's needs.