



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: 2/28/2022 **VisitType:** Licensing Study

Arrival: 10:00 AM **Departure:** 12:30 PM

CCLC-11174

St Thomas Day School

2100 Hilton Avenue Columbus, GA 31906 Muscogee County
 (706) 324-1268 Director@stthomascolga.com

Regional Consultant

Penny Svenson

Phone: (470) 346-1037

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penny.svenson@decal.ga.gov

Mailing Address

2100 Hilton Ave
 Columbus, GA 31906

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.
02/28/2022	Licensing Study	Good Standing	
08/19/2021	Monitoring Visit	Good Standing	
01/21/2021	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	3rd Left	Three Year Olds and Four Year Olds	2	14	C	24	C	NA	NA	Story
Main	4th Right	One Year Olds	2	12	NC	11	NC	NA	NA	Outside
Main	A 1st right	Two Year Olds	2	9	C	18	C	NA	NA	Outside
Main	B - 2nd right	Two Year Olds and Three Year Olds	2	11	C	12	C	NA	NA	Outside
Main	C - 3rd Right	Four Year Olds and Five Year Olds	2	14	C	24	C	NA	NA	Centers
Main	D - 1st Left	Three Year Olds and Four Year Olds	2	8	C	13	C	NA	NA	Centers
Main	E - 2nd Left	Infants and One Year Olds	2	5	C	12	C	NA	NA	Diapering,Free Play,Nap,Floor Play
			Total Capacity @35 sq. ft.: 114			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 73			Total Capacity @35 sq. ft.: 114			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main	139	C

Comments

March 10, 2022--An admin review was completed on this date.

Plan of Improvement: Developed This Date 02/28/2022

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.dec.state.ga.us/CCS/RuleAndRegulations.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 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@dec.state.ga.us for more information. Free technical assistance is available!

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)

Kimberly Futch, Program Official

Date

Penny Svenson, Consultant

Date



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Findings Report

Date: 2/28/2022 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Not Met

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on consultant observation that the equipment and furniture were not cleaned consistently throughout the center.

POI (Plan of Improvement)

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

Correction Deadline: 2/28/2022

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 0

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

Child # 6

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****Technical Assistance****Technical Assistance**

The consultant discussed with the director that the bathrooms should be monitored for any necessary repairs. The director stated both bathrooms were scheduled to be remodeled this summer.

591-1-1-.19 License Capacity(CR)**Not Met****Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on consultant observation that there were 12 children enrolled and present on the date of the visit and the licensed capacity for the classroom was for 11 children.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 2/28/2022**591-1-1-.25 Physical Plant - Safe Environment(CR)****Met****Comment**

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

591-1-1-.26 Playgrounds(CR)**Not Met****Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on consultant observation that these hazards were present on the playground:

First playground to the left--exposed concrete from exit door to a side office, roots next to the fence on the left side next to the tree,

Second back playground--large areas were washed out and tripping hazards were posed, the coating was cracked on the large piece of play equipment that had a memorial plaque in front of it, and weeds grew through the back far side of the fence.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 2/28/2022**Food Service****591-1-1-.15 Food Service & Nutrition****Technical Assistance**

Technical Assistance

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

The consultant discussed with the director that the CACFP meal pattern requirements should be provided to parents and these standards were required to be met even if parents provided lunch for their children. 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>

Technical Assistance

The consultant discussed with the director that that food was to be served according to manufacturer's instructions and recommendations. Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age, even if food was provided by the parents. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking. Food shall not be accessible or served to children until it has been chopped, diced, cut or mashed and is appropriate for each child's age and individual eating, chewing and swallowing ability.

Correction Deadline: 2/28/2022

Health and Hygiene

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

Met

Comment

Hand washing requirements for diapering were discussed with the director on this date.

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

Not Met

Finding

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on consultant observation that a staff member washed their hands for five seconds prior to and after the staff member changed a diaper for an infant.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 2/28/2022

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

Met

Comment

The Provider currently does not dispense/administer medication.

Safety

591-1-1-.05 Animals	Met
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Comment

Animals maintained clean and appropriately caged.

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

Age-appropriate discussion and redirection were observed 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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 15

Records with Missing/Incomplete Components: 0

Staff # 1	Met
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Date of Hire: 08/10/2015

Staff # 2	Met
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Date of Hire: 08/13/2012

Staff # 3	Met
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Date of Hire: 08/16/2021

Staff # 4	Met
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Date of Hire: 09/24/2015

Staff # 5	Met
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Date of Hire: 09/29/2020

Staff # 6	Met
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Date of Hire: 10/15/2019

Staff # 7	Met
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Date of Hire: 08/04/2021

Staff # 8	Met
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Date of Hire: 10/17/2021

Staff # 9	Met
Date of Hire: 08/07/2020	
Staff # 10	Met
Staff # 11	Met
Date of Hire: 11/01/2020	
Staff # 12	Met
Date of Hire: 10/15/2020	
Staff # 13	Met
Date of Hire: 08/04/2021	
Staff # 14	Met
Date of Hire: 08/27/2021	
Staff # 15	Met
Date of Hire: 08/14/2019	

Staff Credentials Reviewed: 4

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

Comment

Criminal record checks were observed to be complete.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR. The consultant reminded the director to have any staff member that took the course online to follow up within the provided time frame for the skills to be demonstrated as required.

591-1-1-.33 Staff Training Technical Assistance

Technical Assistance

Discussed: the 10 Hour Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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.