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: 4/8/2025 **VisitType:** Licensing Study **Arrival:** 2:45 PM **Departure:** 5:00 PM

CCLC-29087
YMCA PrimeTime @ Lake Park Elementary
604 W. Marion Avenue Lake Park, GA 31636 Lowndes County
(229) 316-8603 amiyaahgates@gmail.com

Regional Consultant
Rena Keene
Phone: (706) 855-3458
Fax: (706) 434-7639
rena.keene@decal.ga.gov

Mailing Address
Same

Quality Rated: ★ ★

Compliance Zone Designation		
04/08/2025	Licensing Study	Good Standing
03/19/2024	Licensing Study	Good Standing
10/23/2023	Monitoring Visit	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	Computer lab		0	0	C	22	C	NA	NA	
Main	Lunchrm A	Four Year Olds and Five Year Olds and Six Year Olds and Over	4	70	C	92	C	NA	NA	Transitioning,Free Play,Snack
		Total Capacity @35 sq. ft.: 114			Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 70		Total Capacity @35 sq. ft.: 114			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground 1	196	C

Enrolled Children

Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
0	0	0	0	2	0	68

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

April 15, 2025: Visit report placed Under Review to obtain signature of program official as Consultant was unable to generate report for signature while on site. (Rena Keene)

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:

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 CAPS/ QR Provisional Status, allowing for scholarships while working toward an initial star rating. Provisional Status eligibility will be determined at the time of CAPS enrollment as part of the CAPS application process.

Contact the Quality Rated help desk a1 855-800-7747 or qualityrated@decal.ga.gov **for more information. Free techincal assistance is available!**

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

(Findings Report)

Date: 4/8/2025 **VisitType:** Licensing Study **Arrival:** 2:45 PM **Departure:** 5:00 PM

CCLC-29087
YMCA PrimeTime @ Lake Park Elementary
604 W. Marion Avenue Lake Park, GA 31636 Lowndes County
(229) 316-8603 amiyaahgates@gmail.com

Regional Consultant
Rena Keene
Phone: (706) 855-3458
Fax: (706) 434-7639
rena.keene@decal.ga.gov

Mailing Address
Same

The following information is associated with a Licensing Study:

Activities and Equipment

Records Reviewed: 4 **Records with Missing/Incomplete Components: 1**

Staff # 4 Not Met

Date of Hire: 04/08/2025

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-No Record

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: 4 **Records with Missing/Incomplete Components: 1**

Staff # 4 Not Met

Date of Hire: 04/08/2025

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-No Record

Records Reviewed: 5 **Records with Missing/Incomplete Components: 2**

Child # 1 Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing

Child # 5 Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing

591-1-1-.08 Children's Records **Not Met**

Finding
591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child’s name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child’s primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, intellectual disabilities or developmental disabilities which limit the child’s participation in the program. It was determined based on a review of five children's records that two children's records did not contain the work addresses for the parents.

POI (Plan of Improvement)
Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 4/8/2025

Finding
591-1-1-.08(1)(b) requires Center Staff to maintain a file for each child that includes parental authorizations, including, but not limited to, written authorization for the Center to obtain emergency medical care for the child when the Parent is not available. It was determined based on a review of five children's records that there was no authorization on file to obtain emergency medical care for Child No. 4.

POI (Plan of Improvement)
The Center will develop and follow a system to place and maintain all types of parental authorizations in these files.

Correction Deadline: 4/8/2025

Facility

Records Reviewed: 4 **Records with Missing/Incomplete Components: 1**

Staff # 4 Not Met

Date of Hire: 04/08/2025 Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-No Record

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
Center appears clean and well maintained.

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

Finding
591-1-1.26(1)(a) requires that a Center with a licensed capacity of 19 or more children have ready access to an outdoor play area minimally one hundred square feet times one-third of the licensed capacity. It was determined based on staff statements that there is currently no outdoor play area available to the children in care. The area designated as the approved outdoor play area is now the site of new school construction.

POI (Plan of Improvement)
The Center will implement a plan to add outdoor play space or limit the center's licensed capacity.

Correction Deadline: 5/8/2025

Food Service

Records Reviewed: 4 **Records with Missing/Incomplete Components: 1**

Staff # 4 Not Met

Date of Hire: 04/08/2025

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-No Record

591-1-1-.15 Food Service & Nutrition **Not Met**

Comment
Center menu meets USDA guidelines. The snack served during the visit included a nut bar, apples, juice, cheese, milk and Doritos.

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://decal.ga.gov/CACFP/Handbook.aspx
USDA
http://www.fns.usda.gov/cacfp/cacfp-handbooks

Finding
591-1-1-.15(11) requires that food purchased from a caterer has been prepared in a facility with a current food service permit and is maintained at a safe temperature (forty (40) degrees Fahrenheit or below for foods requiring refrigeration or one hundred forty (140) degrees Fahrenheit for foods which must be heated prior to serving) until served. It was determined based on staff statements that there is no current Public Health Inspection certificate on file.The last certificate on file was dated June 25, 2023.

POI (Plan of Improvement)
The Center will obtain and keep a copy of the caterer's current food service permit and will have and use the equipment necessary to store the food at the required temperature until served.

Correction Deadline: 4/8/2025

Health and Hygiene

Records Reviewed: 4 **Records with Missing/Incomplete Components: 1**

Staff # 4 Not Met

Date of Hire: 04/08/2025

Reminder - Health & Safety training is required within 90 calendar days of hired

Records Reviewed: 4	Records with Missing/Incomplete Components: 1

"Missing/Incomplete Components"

.24(1)-No Record

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

Comment
There were no children enrolled in the program on this date who require diapering.

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.

Policies and Procedures

Records Reviewed: 4	Records with Missing/Incomplete Components: 1

Staff # 4 Not Met

Date of Hire: 04/08/2025 Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-No Record

591-1-1-.21 Operational Policies & Procedures **Not Met**

Finding
591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of Center Emergency Records and staff statements that no monthly fire drill was completed during the month of March, 2025.

POI (Plan of Improvement)
The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 4/13/2025

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

Comment
Observed all required posted notices.

Safety

Records Reviewed: 4	Records with Missing/Incomplete Components: 1

Staff # 4 Not Met

Date of Hire: 04/08/2025 Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-No Record

591-1-1-.05 Animals **Met**

Comment
Center does not keep animals on premises.

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

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

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

Comment
Center does not participate in field trips at this time.

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

Comment
Center does not provide routine transportation.

Sleeping & Resting Equipment

Records Reviewed: 4 **Records with Missing/Incomplete Components: 1**

Staff # 4 Not Met

Date of Hire: 04/08/2025

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-No Record

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

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

Staff Records

Records Reviewed: 4 **Records with Missing/Incomplete Components: 1**

Staff # 4 Not Met

Date of Hire: 04/08/2025

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-No Record

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

Comment
Criminal record checks were observed to be complete.

Comment
Director provided one files for employees hired since last visit. One additional staff had been hired at the center on the day of the visit, and although, the staff record was not available, KOALA records showed that the employee had a satisfactory background check on file that had been successfully ported.

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

Comment
Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.24 Personnel Records **Not Met**

Finding
591-1-1-.24(1) requires the center to maintain 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; It was determined based on a review of staff records and staff statements that Employee No. 4 who was placed at the Center on the day of the visit did not have a personnel file on site. The satisfactory background check of the employee was verified through KOALA records and the staff had a digital file on her I Phone which contained proof of training and current CPR and First Aid certification.

POI (Plan of Improvement)
The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 4/13/2025

591-1-1-.33 Staff Training **Met**

Correction Deadline: 3/19/2024

Corrected on 4/8/2025
.33(5) - Consultant observed documentation that staff present had obtained the required training in 2024.

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

Comment
Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

Records Reviewed: 4	Records with Missing/Incomplete Components: 1
Staff # 4	Not Met
Date of Hire: 04/08/2025	Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.24(1)-No Record

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.