



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: 5/20/2022 **VisitType:** Licensing Study

Arrival: 9:55 AM

Departure: 12:15 PM

CCLC-52118

St. Paul's Lutheran Preschool

10 West 31st Street Savannah, GA 31401 Chatham County
 (912) 234-4255 info@splpreschool.com

Regional Consultant

Stacey Foston

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stacey.foston@decal.ga.gov

Mailing Address

Same

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.
05/20/2022	Licensing Study	Good Standing	
12/02/2021	Monitoring Visit	Good Standing	
05/25/2021	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, down 1L - 1's	One Year Olds and Two Year Olds	1	4	C	13	C	NA	NA	Transitioning, Free Play
Main	B, down 2L - 2's	Two Year Olds and Three Year Olds	1	8	C	15	C	NA	NA	Story
Main	C, down end- 2's	Two Year Olds and Three Year Olds	1	6	C	10	C	NA	NA	Art
Main	D, down right - 6wks-24 mths	Infants and One Year Olds	4	14	C	27	C	NA	NA	Floor Play, Feeding, Free Play, Music
Main	E, up end - 3's	Three Year Olds and Four Year Olds	1	6	C	11	C	NA	NA	Story
Main	F- up left	Three Year Olds and Four Year Olds	1	8	C	28	C	NA	NA	Free Play
Main	G, up right- 4's	Four Year Olds	2	11	C	20	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 124					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 57					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	42	C
Main	Playground B	12	C

Comments

An in-person visit was conducted on May 20, 2022. The administrative review was completed June 6, 2022. The Consultant completed exit conference by phone and a copy of licensing study visit report was electronically emailed to the Program on June 22, 2022.

Plan of Improvement: Developed This Date 05/20/2022

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)

Virginia King, Program Official

Date

Stacey Foston, Consultant

Date



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Findings Report

Date: 5/20/2022 **VisitType:** Licensing Study **Arrival:** 9:55 AM **Departure:** 12:15 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.

591-1-1.35 Swimming Pools & Water-related Activities(CR)

N/A

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

Technical Assistance

Comment

Parent authorizations obtained/completed.

Technical Assistance

591-1-1-.08(6) - Please ensure the parent or authorized person signature is documented on arrival and departure records. The rule states: The Parent or person(s) authorized by the Parent to drop off and pick up the child will document, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the following information: the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure.

Correction Deadline: 5/20/2022

Facility**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****Comment**

No hazards observed accessible to children on this date.

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that in Room D there was small section of peeling paint on the wall near the kitchen playset.

POI (Plan of Improvement)

The Center will paint or cover the section of wall where the paint is peeling.

Correction Deadline: 6/3/2022

591-1-1-.26 Playgrounds(CR)**Met****Comment**

Monitor for rust on the metal sections of tricycles.

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

Please ensure the menu has all the required components for each meal documented.

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 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>

Finding

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records that the center did not submit the written feeding plan for children less than one (1) year of age as requested.

POI (Plan of Improvement)

The Center Director will ensure that documents are submitted to the Department when requested. The Center Director will a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 6/24/2022

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

Health and Hygiene

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

Staff stated proper knowledge of diapering procedures.

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 observation and staff statements that none of the classrooms and bathroom sinks had warm water available.

POI (Plan of Improvement)

The center director stated a plumber will be contacted to repair the hot water system. The Center will ensure liquid soap and warm running water are available for handwashing.

Correction Deadline: 6/30/2022

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

Per the director, the Center currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Technical Assistance****Technical Assistance**

591-1-1-.21(3) - Ensure there is a section to document lockdown drills on the center's emergency drill form.

Correction Deadline: 5/25/2022

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

Please make sure that all required signs are posted and up to date.

Safety

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

Age-appropriate discussion and redirection observed.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**N/A****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Cribs and mats were observed to be in good condition.

Staff Records

Records Reviewed: 19**Records with Missing/Incomplete Components: 1**

Staff # 1 Met

Date of Hire: 01/04/2021

Staff # 2 Met

Date of Hire: 06/02/2021

Staff # 3 Met

Date of Hire: 10/13/2021

Staff # 4 Met

Date of Hire: 03/22/2022

Staff # 5 Met

Date of Hire: 02/14/2013

Staff # 6 Met

Date of Hire: 08/27/2021

Staff # 7 Met

Date of Hire: 02/09/2015

Records Reviewed: 19**Records with Missing/Incomplete Components: 1**

Staff # 8	Met
Date of Hire: 02/29/2016	
Staff # 9	Not Met
Date of Hire: 03/10/2008	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 10	Met
Date of Hire: 08/30/2021	
Staff # 11	Met
Date of Hire: 05/24/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 12	Met
Date of Hire: 04/09/2018	
Staff # 13	Met
Date of Hire: 04/14/2021	
Staff # 14	Met
Staff # 15	Met
Date of Hire: 06/01/2006	
Staff # 16	Met
Date of Hire: 07/19/2021	
Staff # 17	Met
Date of Hire: 08/30/2016	
Staff # 18	Met
Date of Hire: 10/06/1999	
Staff # 19	Met
Date of Hire: 05/05/2021	

Staff Credentials Reviewed: 5

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

Criminal record checks were observed to be complete.

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

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

Comment

Please replace tweezers in first aid kit.

591-1-1-.33 Staff Training**Not Met****Finding**

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 staff #9 did not have evidence of annual training for the year 2021.

POI (Plan of Improvement)

The director will ensure all staff completes a minimum of ten hours of approved training by December 31, 2022. 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: 12/31/2022**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.