



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: 9/19/2022 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 3:45 PM

CCLC-2231

Oak Grove United Methodist Church Christian School

1722 Oak Grove Road Decatur, GA 30033 DeKalb County
 (404) 636-5476 nbrooks@ogumc.org

Regional Consultant

Kajora McCoy

Phone: (678) 239-9361

Fax:

kajora.mccoy@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
09/19/2022	Licensing Study	Good Standing	
03/10/2022	Monitoring Visit	Good Standing	
09/24/2021	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 Bld	123	One Year Olds	3	12	C	16	C	NA	NA	Transitioning
Main Bld	125	One Year Olds and Two Year Olds	3	12	C	16	C	NA	NA	Lunch
Main Bld	127	Two Year Olds	3	11	C	19	C	NA	NA	Lunch
Main Bld	129	Two Year Olds and Three Year Olds	3	12	C	19	C	NA	NA	Lunch
Main Bld	130	Infants	2	4	C	10	C	NA	NA	Transitioning
Main Bld	132	Infants	2	7	C	10	C	NA	NA	Lunch
Main Bld	UP 224/4R		0	0	C	11	C	15	C	
Main Bld	UP 226/3R		0	0	C	16	C	23	C	
Main Bld	UP 227/1L	Three Year Olds and Four Year Olds	3	16	C	17	C	24	C	Outside
Main Bld	UP 228/2R		0	0	C	16	C	NA	NA	
Main Bld	UP 230/1R	Three Year Olds	2	11	C	16	C	22	C	Transitioning
Main Bld	UP 235		0	0	C	12	C	NA	NA	
Main Bld	UP L Hall 232/1L	Four Year Olds and Five Year Olds	2	10	C	21	C	29	C	Centers
Total Capacity @35 sq. ft.: 199						Total Capacity @25 sq. ft.: 231				
Total # Children this Date: 95			Total Capacity @35 sq. ft.: 199			Total Capacity @25 sq. ft.: 231				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

Consultant conducted an on-site licensing study.

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.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)

Nancy Brooks, Program Official

Date

Kajora McCoy, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Please ensure that all classroom have an updated lesson plan.

Correction Deadline: 9/19/2022

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

Not Met

Comment

A variety of equipment and toys were observed throughout the center.

Comment

Discussed rotating toys to support the procedures of daily disinfecting.

Finding

591-1-1-.12(5) requires Center Staff to provide table space for each child who is able to sit at a table unassisted and an appropriately sized chair or bench for each child who is not an infant and who is able to use a chair or bench. It was determined based on observation the chairs in classroom 127 were too big for children and their feet were not able to touch the floor.

POI (Plan of Improvement)

The Center will provide required equipment as noted.

Correction Deadline: 10/19/2022

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: 2

Child # 1

Met

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

Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing	
Child # 4	Met
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)(a)-Work Number Missing	

591-1-1-.08 Children's Records**Technical Assistance****Comment**

Records were observed to be complete and well organized.

Technical Assistance

591-1-1-.08(1) - Please ensure that all children enrollment forms have parents work address and work phone number if place of employment is filled out.

Correction Deadline: 9/19/2022

Facility

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.

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition**Technical Assistance**

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>

Technical Assistance

591-1-1-.15(2)(c) - Please ensure that each child is fed from individual spoons and individual containers or dishes as soon as the feeding plan indicates that a child is ready for solid foods

Correction Deadline: 9/19/2022

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**

Proper diapering procedures observed.

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

Please ensure lids remain on trash containing organic waste.

Comment

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

Policies and Procedures

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

Program observed complete emergency drills

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

Observed all required posted notices.

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

Thank you for reporting as required.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

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

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

Technical Assistance

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Technical Assistance

591-1-1-.36(3)(a-b) - Please ensure that all staff who participate in transportation renews their transportation training every two years.

Correction Deadline: 9/29/2022

Sleeping & Resting Equipment

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

Not Met

Technical Assistance

591-1-1-.30(1)(b)1 - Please ensure that sleeping mats in all classrooms are at least two inches thick and are in good condition.

Correction Deadline: 9/19/2022

Finding

591-1-1-.30(1)(c) requires that pillows shall not be used by children under two (2) years of age. When used for children two (2) years of age or older, pillows shall be assigned for individual use and covered with pillow cases that are marked for individual use or covered with cases that are laundered daily. Pillow cases that are marked for individual use shall be laundered weekly or more frequently as needed. It was determined based on observation children who were one year of age in classroom 123 were using pillows at nap time.

POI (Plan of Improvement)

The Center will: remove pillows from any children under two (2) years of age; assign pillows for individual and use pillow cases; mark each pillow case or launder them daily; and launder individually marked pillow cases at least weekly.

Correction Deadline: 9/19/2022

Staff Records

Records Reviewed: 31

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 05/01/1985

Staff # 2

Met

Date of Hire: 07/02/2018

Staff # 3

Met

Date of Hire: 07/07/1999

Staff # 4	Met
Date of Hire: 06/11/2018	
Staff # 5	Met
Date of Hire: 09/30/2013	
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Date of Hire: 07/10/2017	
Staff # 9	Met
Date of Hire: 06/07/2021	
Staff # 10	Met
Date of Hire: 05/31/2016	
Staff # 11	Met
Staff # 12	Met
Date of Hire: 12/08/2000	
Staff # 13	Met
Date of Hire: 08/16/1999	
Staff # 14	Met
Date of Hire: 02/11/2000	
Staff # 15	Met
Date of Hire: 08/18/1995	
Staff # 16	Met
Staff # 17	Met
Date of Hire: 01/04/2013	
Staff # 18	Met
Date of Hire: 09/23/2021	
Staff # 19	Met
Date of Hire: 09/07/2021	
Staff # 20	Met

Staff # 21	Met
Date of Hire: 01/18/2022	
Staff # 22	Met
Date of Hire: 02/05/2019	
Staff # 23	Met
Date of Hire: 05/14/2001	
Staff # 24	Met
Date of Hire: 07/31/2015	
Staff # 25	Met
Date of Hire: 08/08/2001	
Staff # 26	Met
Date of Hire: 10/15/2021	
Staff # 27	Met
Date of Hire: 05/19/2019	
Staff # 28	Met
Staff # 29	Met
Date of Hire: 09/09/2009	
Staff # 30	Met
Date of Hire: 01/23/2019	
Staff # 31	Met
Date of Hire: 04/17/2009	

Staff Credentials Reviewed: 11

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-.09 Criminal Records Check(CR)	Met
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Comment

Criminal records checks were observed to be complete.

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

Complete first aid kits observed in center and on vehicles.

Comment

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

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

Documentation observed of required staff training.

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Not Met****Comment**

Adequate supervision observed on this date.

Finding

591-1-1-.32(4)(b) allows children who turn three years old during the regular school year to remain with two year olds for the remainder of the school year but requires agreement from the older child's Parent(s) for the continued placement. It was determined based on observation there was one three-year old child being housed in the same area as eleven two-year old children in classroom129 with no written agreement on file.

POI (Plan of Improvement)

The Center will secure parental permission and keep it on file.

Correction Deadline: 9/19/2022

591-1-1-.32 Supervision(CR)**Met****Comment**

Center observed to maintain appropriate staff:child ratios.