



**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:** 11/1/2021 **VisitType:** Licensing Study **Arrival:** 1:00 PM **Departure:** 2:30 PM

**CCLC-2023**

**Wesley Academy of Early Learning**

6520 Frederica Road St. Simons, GA 31522 Glynn County  
 (912) 638-5072 nikki@wesleyssi.org

**Regional Consultant**

Jerica Davis

Phone: (478) 314-9452  
 Fax: (478) 314-9443  
 jerica.davis@dec.al.ga.gov

**Mailing Address**

6520 Frederica Road  
 Saint Simons Island, GA 31522

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
11/01/2021	Licensing Study	Good Standing	
04/22/2021	Monitoring Visit	Good Standing	
12/15/2020	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	K-cafeteria		0	0	C	17	C	NA	NA	
Main	Room 1	Two Year Olds	1	10	C	10	C	NA	NA	Transitioning
Main	Room 10	One Year Olds	2	6	C	9	C	NA	NA	Transitioning, Out side
Main	Room 11		0	0	C	10	C	NA	NA	
Main	Room 2	Two Year Olds	1	9	C	12	C	NA	NA	Outside
Main	Room 3	Infants	2	7	C	10	C	NA	NA	Nap
Main	Room 4		0	0	C	9	C	NA	NA	
Main	Room 5		0	0	C	10	C	NA	NA	
Main	Room 6		0	0	C	12	C	NA	NA	
Main	Room 7	Three Year Olds	1	11	C	14	C	NA	NA	Circle Time, Story
Main	Room 8A-Right End	Three Year Olds	1	3	C	14	C	NA	NA	Circle Time
Main	Room 8B-Left End	One Year Olds	2	8	C	16	C	NA	NA	Outside
Main	Room 9	Four Year Olds and Five Year Olds	1	8	C	16	C	NA	NA	Circle Time
Main	Room M -Pre-K		0	0	C	15	C	NA	NA	
Total Capacity @35 sq. ft.: 174			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 62			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playgrd-cement	49	C
Main	Plygrd-3s/4s	36	C
Main	Plygrd-sch age	100	C
Main	Plygrd-toddler	34	C

#### **Comments**

An Administrative Review was conducted on November 1, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 2, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic

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/Regulations.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 New Deadlines:**

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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.

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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), e-mail the following information to [CCSRefutations@dec.al.ga.gov](mailto:CCSRefutations@dec.al.ga.gov).

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.al.ga.gov/ChildCareServices/RefutationInformation.aspx>

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.

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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)

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Nikki Browning, Program Official

Date

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Jerica Davis, Consultant

Date



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### Findings Report

**Date:** 11/1/2021 **VisitType:** Licensing Study

**Arrival:** 1:00 PM

**Departure:** 2:30 PM

#### CCLC-2023

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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)

Met

#### Comment

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 5**

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

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities

Child # 4

Met

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Allergies and Disabilities

**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, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that four out of five files were missing information on special needs and accommodations to be followed in caring for the child. Additionally, three out of five child records were missing information regarding known allergies and medications.

**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: 11/15/2021****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)****Met****Comment**

No hazards observed accessible to children on this date.

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

Playground observed to be clean and in good repair.

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

Discussed new revision to restricted food rule which states: 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. 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.

**Correction Deadline: 11/1/2021****Health and Hygiene**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering was not directly observed during the Virtual Visit. Procedures and sanitation regarding proper diapering were discussed with the Director on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing was not directly observed during the Virtual Visit. Hand washing supplies were observed, and hand washing practices were discussed with the Director on this date.

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

The Provider currently does not dispense/administer medication.

**Safety**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the Virtual Visit. Regulations regarding proper discipline were discussed with the Director on this date.

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

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position.

**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: 18****Records with Missing/Incomplete Components: 0**

Staff # 1 Met

Staff # 2 Met

Date of Hire: 08/12/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 3 Met

Date of Hire: 06/28/2021

Staff # 4 Met

Date of Hire: 08/07/2020

**Records Reviewed: 18****Records with Missing/Incomplete Components: 0**

Staff # 5	Met
Date of Hire: 03/02/2020	
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Date of Hire: 02/11/2025	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 11	Met
Date of Hire: 10/28/2019	
Staff # 12	Met
Date of Hire: 07/30/2021	
Staff # 13	Met
Date of Hire: 10/25/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 14	Met
Date of Hire: 08/05/2019	
Staff # 15	Met
Staff # 16	Met
Staff # 17	Met
Staff # 18	Met
Date of Hire: 08/25/2016	

**Staff Credentials Reviewed: 7**

<b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b>	<b>Met</b>
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**Comment**

Director provided six files for employees hired since the last visit.

<b>591-1-1-.14 First Aid &amp; CPR</b>	<b>Technical Assistance</b>
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**Comment**

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

**Technical Assistance**

Please ensure that Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR within 90 days of their hire date.

**Correction Deadline: 12/1/2021**

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<b>591-1-1-.33 Staff Training</b>	<b>Met</b>
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**Comment**

Documentation observed of required staff training.

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<b>591-1-1-.31 Staff(CR)</b>	<b>Met</b>
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**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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<b>591-1-1-.32 Staff:Child Ratios and Group Size(CR)</b>	<b>Met</b>
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**Comment**

Center observed to maintain appropriate staff:child ratios.

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<b>591-1-1-.32 Supervision(CR)</b>	<b>Met</b>
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**Comment**

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

**Comment**

Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

**Correction Deadline: 11/1/2021**