



**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:** 8/31/2022 **VisitType:** Licensing Study

**Arrival:** 4:05 PM

**Departure:** 5:10 PM

**CCLC-32148**

**YMCA Pryme Tyme Shuman Elementary School**

415 Goebel Avenue Savannah, GA 31404 Chatham County  
 (912) 663-4653 becky.lehto@ymcaofcoastalga.org

**Regional Consultant**

Stacey Foston

Phone: (706) 806-0407

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stacey.foston@dec.al.gov

**Mailing Address**

6400 Habersham St. Suite A  
 Savannah, GA 31405

**Quality Rated:**

<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.
08/31/2022	Licensing Study	Good Standing	
04/06/2022	Monitoring Visit	Good Standing	
10/12/2021	Licensing Study	Good Standing	

**Ratios/License Capacity**

<u>Building</u>	<u>Room</u>	<u>Age Group</u>	<u>Staff</u>	<u>Children</u>	<u>NC/C</u>	<u>Max 35 SF.</u>	<u>35 SF. Comp.</u>	<u>Max 25 SF.</u>	<u>25 SF. Comp.</u>	<u>Notes</u>
Main	Cafeteria	Six Year Olds and Over	2	21	C	91	C	NA	NA	Free Play, Transitioning
Total Capacity @35 sq. ft.: 91						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 21			Total Capacity @35 sq. ft.: 91			Total Capacity @25 sq. ft.: 0				

<u>Building</u>	<u>Playground</u>	<u>Playground Occupancy</u>	<u>Playground Compliance</u>
Main	PGD	52	C

**Comments**

An in-person visit was conducted on August 31, 2022. The administrative review was completed September 9, 2022. The Consultant completed exit conference by phone and a copy of licensing study report was electronically emailed to the Program on September 14, 2022.

Plan of Improvement: Developed This Date 08/31/2022

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/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



### 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](mailto: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](http://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)

Shakia Ross, Program Official

Date

Stacey Foston, Consultant

Date



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**Findings Report**

**Date:** 8/31/2022 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

**Activities and Equipment**

**591-1-1-.03 Activities**

**Not Met**

**Finding**

591-1-1-.03(13) requires Center Staff to develop a daily schedule for each group to reflect routines and activities that is flexible but routinely followed to provide structure. The schedule must be posted in each group's room or area and made available to Parent(s) upon request. It was determined based on observation that the center did not have daily schedule posted and available for review.

**POI (Plan of Improvement)**

The site director had started developing a daily schedule. The YBase administration staff will send an official schedule for the center to post.

**Correction Deadline: 9/15/2022**

**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

**Records Reviewed: 5**

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

Child # 3	Met
Child # 4	Met
Child # 5	Met

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**591-1-1-.08 Children's Records**

**Technical Assistance**

**Technical Assistance**

591-1-1-.08(1) - Please ensure the number of all authorized release person(s) phone number are documented on all forms.

**Correction Deadline: 8/31/2022**

**Facility**

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**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)**

**Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.26 - Discussed with staff about speaking with the Public school staff about cutting the weeds growing around the equipment and redistributing the mulch on the playground.

**Food Service**

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

**Met**

**Comment**

Snack menu meets USDA guidelines.

**Health and Hygiene**

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

**N/A**

**Comment**

No children enrolled who require diapering. School age children attend only for after school hours.

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

**Met**

**Comment**

Proper hand washing observed throughout the center.

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

**N/A**

**Comment**

The Provider does not dispense/administer medication.

**Policies and Procedures**

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

**Comment**

Observed documentation that the center completes emergency drills as required.

**Safety**

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**591-1-1-.11 Discipline(CR)** **N/A**

**Comment**

Age-appropriate discussion and redirection observed.

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

**Comment**

Center does not participate in field trips.

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

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **N/A**

**Comment**

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

**Staff Records**

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**Records Reviewed: 6**

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

Staff # 1	Met
Staff # 2	Not Met
Date of Hire: 08/04/2021	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 09/20/2021	
Staff # 5	Met
Staff # 6	Met

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**Staff Credentials Reviewed: 0**

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

**Comment**

Criminal record checks were observed to be complete.

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

**Comment**

Complete first aid kit observed in center.

**Comment**

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

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

**Met**

**Comment**

Documentation observed of required staff training for the year 2021.

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

**Not Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Finding**

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based on a review of records that the site director did not have the qualifying child care experience listed in Rules for the credential on file.

**POI (Plan of Improvement)**

The site director has a 40 hour director certificate but does not have the required 5 years experience as listed in the rules. The Center will ensure the center has a Director that meets the minimum education and work requirements and secure the necessary documentation.

**Correction Deadline: 11/30/2022**

**Recited on 8/31/2022**

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**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date.