



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: 1/12/2017 **VisitType:** Monitoring Visit **Arrival:** 3:00 PM **Departure:** 4:45 PM

CCLC-45928

Y After School @ Ester Jackson Elementary
 1400 Martin Road Roswell, GA 30075 Fulton County
 (770) 664-1220 danam@ymcaatlanta.org

Regional Consultant

Karyn Presley
 Phone: (770) 342-7904
 Fax: (678) 891-5958
 karyn.presley@dec.al.ga.gov

Mailing Address
 Same

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.
01/12/2017	Monitoring Visit	Good Standing	
08/05/2016	Initial Licensing Study	Good Standing	

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	Cafeteria	Six Year Olds and Over	3	22	C	102	C	NA	NA	Transitioning, Homework
Main	Rm. 124	Six Year Olds and Over	1	9	C	10	C	NA	NA	
Total Capacity @35 sq. ft.: 112					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 31			Total Capacity @35 sq. ft.: 112			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Hard Surface	100	C
Main	Playground A- Grassy Area	119	C

Comments

Plan of Improvement: Developed This Date 01/12/2017

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).

	<p>Reminder: All employees of child care programs must be fingerprinted before January 1, 2017. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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), e-mail the following information to CCSRefutations@decal.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://decal.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.

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)

Charlene Rowe, Program Official

Date

Karyn Presley, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **Met**

Comment

No Swimming Activities Provided

Facility

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

Comment

Observation-Center Clean/Well Maintained

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

Comment

Observation-Clean/Good Repair

Health and Hygiene

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

Comment

No children enrolled

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

Comment

Staff stated Proper Hand Washing Throughout

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

Comment

Discussed emergency medications.

Safety

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

Comment

Observed-Positive Learning Environment

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

Comment

No Field Trips at This Time

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

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Comment

The program does not provide care for infants or toddlers. The provider is an after school program.

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 4

Staff # 1 Not Met

Date of Hire: 08/01/2017

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 2 Not Met

Date of Hire: 01/09/2017

"Missing/Incomplete Components"

.24(a)-No Record,.33(2)-Health & Safety Certificate,.09-Criminal Records Check Missing

Staff # 3 Not Met

Date of Hire: 08/01/2017

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate,.09-Criminal Records Check Missing

Staff # 4 Not Met

Date of Hire: 08/06/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.33(2)-Health & Safety Certificate

591-1-1-.09 Criminal Records Check(CR) **Not Met**

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center. It was determined based on consultants review of records that three employees did not have a fingerprint on file.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

Correction Deadline: 1/12/2017

591-1-1-.24 Personnel Records

Not Met

Finding

591-1-1-.24 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 information noted in 591-1-1-.24(a-h). It was determined based on consultant's review of records that one employee had no file on site.

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: 1/17/2017

591-1-1-.33 Staff Training

Met

Comment

Health/Safety training reminder. Consultant observed no health and safety training for employees.

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Discussed proper supervision.